

BENZIE COUNTY BOARD OF COMMISSIONERS

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

www.benzieco.net

MEETING AGENDA

February 12, 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 – 1/22/2019
 PUBLIC INPUT
 ELECTED OFFICIALS & DEPT HEAD COMMENTS
 COMMISSIONER REPORTS –
 COUNTY ADMINISTRATOR’S REPORT –
 FINANCE – Approval of Bills
 COMMITTEE OF THE WHOLE – 1/22/2019 Consent
 COMMITTEE APPOINTMENTS – BV Trail; EDC/BRA; Housing
 ACTION ITEMS – MERS Corrective Action Plan; Space Needs Agreement
 PRESENTATION OF CORRESPONDENCE
 UNFINISHED BUSINESS
 NEW BUSINESS –

10:00

10:15

10:30

10:45

PUBLIC COMMENT

ADJOURNMENT

Times Subject to Change

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

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

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

PUBLIC INPUT

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

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

Group Presentations – 15 minutes
Individual Presentations – 3 minutes

Board Response: Generally, as this is an "Input" option, the board will not comment or respond to presenters. Silence or non-response from the board should not be interpreted as disinterest or disagreement by the board. However, should the board individually or collectively wish to address the comments of the speaker(s) at the approval of the Chair and within a time frame previously established, responses may be made by the board. Additionally, the presenter may be in need of a 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 - Coury Carland (Benzonia).....	231-930-7560
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

January 22, 2019

The Benzie County Board of Commissioners met in a regular session on Tuesday, January 22, 2019, in the Frank F. Walterhouse Board Room, 448 Court Place, Government Center, Beulah, Michigan.

The meeting was called to order by Chair Gary Sauer.

Present were: Commissioners Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke

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

Agenda:

Motion by Roelofs, seconded by Warsecke, to approve the agenda as amended, adding Sara Swanson at 10:30 a.m. Ayes: Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke Nays: None
Motion carried.

Minutes:

Motion by Warsecke, seconded by Roelofs, to approve the regular session minutes of January 8, 2019 as corrected. Ayes: Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke Nays: None
Motion carried.

9:03 a.m. Public Input – None

ELECTED OFFICIALS & DEPARTMENT HEAD COMMENTS

Doug Durand, Benzie Senior Resources, provided a written report and spoke about the Board of Directors to form an exploratory team put together to meet regarding the Platte River Center if it is feasible for us to move forward. Big expense would be to put a commercial kitchen in there. It will take about 90 days to do the research and see if it is feasible.

Comm Carland asked if there was any way to determine how many individuals are served at the Gathering Place from out of county. He also suggested that they talk with Centra Wellness regarding their Manistee building and the heating for that building with it being cinder block.

Frank Post, Emergency Management, requests approval of a Hazardous Materials Emergency Preparedness Grant application which, if approved, needs to be in Lansing by February 8, 2019 and will require the signature of the LEPC Chair.

Hazardous Materials Grant Application: Motion by Warsecke, seconded by Roelofs, to authorize the Emergency Management to apply for the maximum of \$1,000 for the Hazardous Materials Emergency Preparedness Grant, authorizing the chair of the LEPC to sign. Roll call. Ayes: Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

Mr. Post also reported that Benzie County was awarded a 2% grant for \$7,300 for Fire Extinguisher Training.

Comm Roelofs inquired if he was notified of the award. Mr. Post stated yes by email and he did attend the presentation.

Chairman Sauer stated that he feels it is the responsibility of the Board of Commissioners to have a presence and we need to be notified. Would appreciate it in the future even if it is the day after a BOC meeting. It is great that you were there too, but it is important to have a board member present as well.

COMMISSIONERS

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January 22, 2019

Tom King, EMS Director, provided a written report and stated that he applied for two 2% grants and was not successful with either – LUCAS CPR devices and Power Cot/Power Load System. He stated that the maintenance agreement that he was working on with Watson's was cost prohibitive – they will continue to use John Ballard. Benzonia Township is looking to relocate their fire hall and township offices and would like to house EMS as well – they meet on a regular basis. Mr. King also stated that they are working on an education program and will be tracking to ensure that staff stays current on their licensing and medical control requirements.

Comm Roelofs inquires as to how many hours the Frankfort crew are putting in at Paul Oliver.

Kyle Mauer, Animal Control Officer, provided a written report and stated that the Animal Welfare League has offered to pay for flooring for the shelter; February 11-16, 2019 they will close the shelter doors and do the replacement; they will be available, but the shelter will not be open to the public; we will reach out through FaceBook and signs on the door to let people know. They would like to hire a part time cleaning person for mid-week cleanings. With the floor being done, his office will be relocated; that will allow the Assistant ACO to have a work area as well. They had the water softener replaced, but now the water heater is shot and will need to be replaced. February 14, 2019 there will be a meeting of the ACO Strategic Planning.

Kyle Rosa, Undersheriff, stated that they have been trying to get back into a dive team – they were successful with a 2% grant application in the amount of \$5,800 for that; they did attend the award ceremony and was sure to let them know how thankful we are; we always report back to them whenever we have received an award.

Written report provided by Jesse Zylstra, Solid Waste and Recycling Coordinator.

COMMISSIONER REPORTS

Comm Jeannot reported that Platte Township discussed the FOIA request for election ballots from 2016 and the recent legislative change regarding that; recreational marijuana they have opted out. January 9, he met with Bill Kennis to discuss the incentive pay provided to employees and how it works. Almira Township on January 14 also opted out of the recreational marijuana. At the January 16 Chamber of Commerce meeting they discussed February 5 public gathering for the State of the State address at 6:30 at Lucky Dog and April 12 annual Expo at Benzie Central High School. At the January 12 Community Action Agency meeting they discussed safety at the Head Start facility.

Comm Farrell reported that on January 8 she attended the Crystal Lake Township meeting and they will be holding a special meeting tomorrow regarding the marijuana issue. She attended Centra Wellness with Coury and she will attend the Mental Health conference February 4 – 5, 2019. She attended the Frankfort Elberta School Board meeting and there was discussion regarding having a non-voting student on their board. She attended the Frankfort City Council meeting and they also opted out of the marijuana issue, but they did pass the Interlocal Agreement for the SRO. The City of Frankfort would like to host a BOC meeting.

Comm Warsecke stated that January 9 he attended the Colfax Township meeting and they discussed snowmobile contract. Inland Township would also like to host a BOC meeting. February 2 will be a Chili Cook Off and Silent Auction in Inland Township. January 14, he attended the Benzie Central School Board meeting where they had a presentation from the Community Ski Club. January 17, he

COMMISSIONERS

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January 22, 2019

attended the Conservation District meeting. January 15 attended grow Benzie with a presentation regarding the new marijuana laws.

Comm Taylor reported that she attended the Village of Honor meeting on January 14 and they are doing well; they voted to make a donation to HARP in Shelley Rosa's name for her years of service to the township. At the Homestead Township meeting, they appointed Karen Mallon as the Treasurer for the next 2-years. Jeanne McPherson has been appointed as the Honor Village Treasurer.

Comm Carland reported that the Village of Beulah water tank should be in use by January 15. At the Airport they are plowing snow; also, as part of the MDOT rules, they are putting out an RFQ for airport consultant – 2014 was the last time. January 14, he met with Jim Selby regarding 2009 grant contract we entered into with Cherry Capital Connection. He is going to make an effort to meet with EDC regarding broadband.

Comm Roelofs reported that on January 14, the Benzie County Veterans Affairs held their elections for 2019; NMCAA will be providing tax preparation for veterans in this building. EMS – vehicle maintenance is the biggest struggle. Attended the Building Authority for Comm Jeannot and there was talk regarding finances; they have received from Edmund London \$400,000+; Mike Comstock was there from Comstock Construction and had good conversation back and forth.

10:02 a.m. Laura Galbraith, Venture North Funding

She gave a power point presentation for the board and those present of what they do as the manager of the revolving loan funds. Benzie County has \$358,735 remaining to loan to businesses. She has presented a Subrecipient Agreement spelling out how they will administer through June 2021.

Motion by Sauer, seconded by Carland, to approve the Subrecipient Agreement with Venture North Funding and Development for the Michigan CDBG program and authorize the chairperson to sign the agreement. Roll call. Ayes: Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

10:33 a.m. Roger Griner, 510 Main Street, Frankfort, back in 1990 he visited a container facility down in Battle Creek and has now visited one in Long Beach, California about 3 years ago – that was an eye opener and that is the way containers should be shipped. About 3,000 containers are shipped out of Benzie County, we used to ship pies, now its wine. Likes to say, "Think Globally, but Act Locally". Containers are the way to move everything. Cruise Ships – it would be nice to see people arrive on cruise ships without cars. We have a lot of people in the summer, wouldn't it be nice if they could come on a cruise ship. Passenger trains – Ann Arbor to Traverse City – once again taking people, not cars. He was able to be involved with the Resource Center and getting the dental clinic and health services, people do not even need a car to get there, you can take the bus.

Chairman Sauer presents Mr. Griner with a plaque for his years of service to the residents of Benzie and Grand Traverse Counties. Terry Money was unable to attend but wanted to tell Roger congratulations.

10:59 a.m. Sara Swanson, Prosecuting Attorney, provided a 2018 report of authorized criminal charges – 167 felonies and 384 misdemeanors; warrant reports by year; charges by location (jurisdiction). The trends that she is seeing are CSC, the year reported and brought to her, not all

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January 22, 2019

happened in 2018; Assaulting or Resisting and Obstructing a Police Officer; Crystal Meth – imported and being sold in Benzie County. They have a contract with DHHS for Child Protective Services; Child Support; Adult Protective Services; Civil Infractions; some civil forfeitures.

COMMISSIONER REPORTS Continued:

Chairman Sauer has attended the Weldon Township, Local Roads Committee, Village of Thompsonville, Village of Elberta, Joint Court and Road Commission. He had read over the Maples packet and stated that we will be receiving a letter as to why the DHHS Board, through Steve Girard, does not want to sign the lease agreement. They had a problem with the door locks again, so they had to have a special meeting to replace them. Representative O'Malley will be in Benzonia on January 26 from 1 – 2 p.m.; and Senator Vander Wall will be at the Government Center on January 28 12:30 – 1:30 p.m. Space needs committee has met -- Mitch will cover it. At Joint Court we discussed the MIDC and we need to really scrutinize the person for the Chief Public Defender position of the MIDC office. Local Road Committee and Road Commission has decided on their projects and are waiting on the bids. Village of Elberta was approached by the City of Frankfort regarding fisherman's landing project and also for their lakeshore project with the Natural Resources Trust Fund, they will hold a public forum on January 31 at 7:00 p.m. to discuss the proposals at the Community Center in Elberta.

COUNTY ADMINISTRATOR'S REPORT

- Provided a written Report dated January 16, 2019.
- Space needs – the committee recommends Byce and Associates. Tim Figura is working on an agreement to have for you on February 12.
- MIDC – the interview committee is set up, with February 15 as the date to interview; there are six applicants to date.
- MAC conference is March 25-27 – let him know if you plan to attend so reservations can be made.

FINANCE

Bills: Motion by Carland, seconded by Warsecke, to approve payment of the bills from January 9, 2019 thru January 21, 2019 in the amount of \$579,283.79, as presented. Roll call. Ayes: Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

Michelle Thompson, County Treasurer, stated that she will be at conference January 27-30; there is also a Michigan Land Bank sponsored training from 2-4 p.m. on the 27th and she will be one of the presenters again.

Susan Boyd, Finance Director, presented revenue and expenditure reports – General Fund, Millage Fund, Other Funds – for the quarter ending December 31, 2018. She stated the significant variances are really what you will want to look at. She also indicates what the variances are as well.

Comm Jeannot inquired regarding the Medical Examiner autopsies – seems to be that we are having more than in the past.

COMMITTEE OF THE WHOLE

COMMISSIONERS

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January 22, 2019

Consent: Motion by Warsecke, seconded by Carland, to approve items 1-4 of the January 8, 2019 Committee of the Whole Consent Calendar as presented. Roll call. Ayes: Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

COMMITTEE APPOINTMENTS

Land Bank Authority: Motion by Carland, seconded by Roelofs, to reappoint Tom Longanbach to the Land Bank Authority for a 3-year term, expiring April 30, 2022. Ayes: Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

Construction Board of Appeals: Motion by Carland, seconded by Roelofs, to reappoint Caleb Luibrand to the Construction Board of Appeals for a 2-year term, expiring December 31, 2020. Ayes: Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

Benzie-Leelanau Health Board: Motion by Carland, seconded by Roelofs, to reappoint Dr. George Ryckman to the Benzie-Leelanau Health Board for a 2-year term, expiring December 31, 2020. Ayes: Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

ACTION ITEMS

SRO Interlocal Agreement with Frankfort: Motion by Carland, seconded by Farrell, to approve the Interlocal Agreement for School Resource Officer with the City of Frankfort and authorize the Chair to sign. Roll call. Ayes: Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

Strategic Plan: Motion by Carland, seconded by Farrell, to approve the 2019-2020 Benzie County Board of Commissioners Strategic Plan Update as corrected and authorize each Commissioner to sign. Roll call. Ayes: Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

PRESENTATION OF CORRESPONDENCE

- Letter received from MMRMA regarding Net Asset Distribution.
- Bay County resolution regarding Revising the Medicare Prescription Drug Bill received.
- Road Commission minutes of December 13, 2018 received.
- Community Partners Meeting Minutes of November 28, 2018 received.

UNFINISHED BUSINESS – None

NEW BUSINESS – None

12:09 p.m. Public Input – None

Motion by Roelofs, seconded by Warsecke, to adjourn at 12:10 p.m. Ayes: Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

COMMISSIONERS

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January 22, 2019

Gary G. Sauer, Chair

Dawn Olney, Benzie County Clerk

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1. Approved the agenda as amended, adding Sara Swanson at 10:30 a.m.
2. Approved the regular session minutes of January 8, 2019 as corrected.
3. Authorized the Emergency Management to apply for the maximum of \$1,000 for the Hazardous Materials Emergency Preparedness Grant, authorizing the chair of the LEPC to sign.
4. Approved the Subrecipient Agreement with Venture North Funding and Development for the Michigan CDBG program and authorize the chairperson to sign the agreement.
5. Approved payment of the bills as presented.
6. Approved items 1-4 of the January 8, 2019 Committee of the Whole Consent Calendar as presented.
7. Reappointed Tom Longanbach to the Land Bank Authority for a 3-year term, expiring April 30, 2022.
8. Reappointed Caleb Luibrand to the Construction Board of Appeals for a 2-year term, expiring December 31, 2020.
9. Reappointed Dr. George Ryckman to the Benzie-Leelanau Health Board for a 2-year term, expiring December 31, 2020.
10. Approved the Interlocal Agreement for School Resource Officer with the City of Frankfort and authorize the Chair to sign.
11. Approved the 2019-2020 Benzie County Board of Commissioners Strategic Plan Update as corrected and authorize each Commissioner to sign.

Committee of the Whole

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January 8, 2019

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

1. To approve repairs in the amount of \$1,450.00 for the control board for boiler at the jail.
2. To amend the 2018-19 budget for fund 371 in the amount of \$1,450.00.
3. To enter into contract with FasPsych LLC Placement Agreement as presented.
4. To follow the same meeting as in the past and set the Committee of the Whole meeting dates as the same that were set for the BOC at the Organizational Meeting to begin at 1:30 p.m.

Elected Officials And Department Heads

02/03/2019

2019 TENTATIVE RATIOS AND FACTORS 2019

BENZIE COUNTY

Note: The following statement of tentative recommended equalization ratios and estimated multipliers necessary to compute individual state equalized values of real and personal property is published in compliance with MCL 211.34a.

N/C-NONE CLASSIFIED

TOWNSHIPS	AGRICULTURAL RATIO FACTOR	COMMERCIAL RATIO FACTOR	INDUSTRIAL RATIO FACTOR	RESIDENTIAL RATIO FACTOR	TIMBER-CUTOVER RATIO FACTOR	DEVELOPMENTAL RATIO FACTOR	PERSONAL PROP RATIO FACTOR
ALMIRA TOWNSHIP	47.00 1.06383	47.60 1.05042	49.43 1.00000	47.53 1.05197	N/C N/A	N/C N/A	50.00 1.00000
BENZONIA TOWNSHIP	46.21 1.08202	48.47 1.03157	47.62 1.04998	48.83 1.02396	N/C N/A	N/C N/A	50.00 1.00000
BLAINE TOWNSHIP	46.80 1.06838	48.58 1.02923	N/C N/A	49.43 1.00000	N/C N/A	N/C N/A	50.00 1.00000
COLFAX TOWNSHIP	N/C N/A	46.93 1.06542	N/C N/A	42.01 1.19019	49.48 1.00000	N/C N/A	50.00 1.00000
CRYSTAL LAKE TOWNSHIP	48.80 1.02459	47.24 1.05843	N/C N/A	46.01 1.08672	N/C N/A	N/C N/A	50.00 1.00000
GILMORE TOWNSHIP	49.03 1.00000	48.65 1.02775	N/C N/A	47.81 1.04581	N/C N/A	N/C N/A	50.00 1.00000
HOMESTEAD TOWNSHIP	46.87 1.06678	49.93 1.00000	48.79 1.02480	45.11 1.10840	51.27 0.97523	N/C N/A	50.00 1.00000
INLAND TOWNSHIP	49.13 1.00000	49.51 1.00000	N/C N/A	46.65 1.07181	N/C N/A	N/C N/A	50.00 1.00000
JOYFIELD TOWNSHIP	46.75 1.06952	46.76 1.06929	49.66 1.00000	45.37 1.10205	51.48 0.97125	N/C N/A	50.00 1.00000
LAKE TOWNSHIP	47.40 1.05485	44.14 1.13276	N/C N/A	50.25 0.99502	N/C N/A	N/C N/A	50.00 1.00000
PLATTE TOWNSHIP	46.59 1.07319	45.29 1.10400	50.33 0.99344	47.61 1.05020	48.96 1.02124	N/C N/A	50.00 1.00000
WELDON TOWNSHIP	49.72 1.00000	47.20 1.05932	N/C N/A	48.62 1.02838	48.13 1.03885	N/C N/A	50.00 1.00000

CITIES

CITY OF FRANKFORT	N/C	N/A	47.93 1.04319	48.10 1.03950	47.76 1.04690	N/C N/A	50.00 1.00000
COUNTY AVERAGES	48.02 1.00000	47.56 1.00000	49.53 1.00000	47.15 1.00000	49.95 1.00000	50.00 1.00000	50.00 1.00000

Ratio: Average Ratio of Assessed Value to True Cash Value

Factor: Equalization Factor necessary to raise total aggregate values to equalized value.

Equalized Value: Fifty percent (50%) of True Cash Value.

Publication of this report with tentative multipliers, does not take into consideration any current reassessment program being undertaken by the local units to eliminate the factors.

All assessment changes made at the local level will be considered before adoption of final equalization in April.

Boards of Review meet in March - Exact dates and times will be published in the newspapers.

This report prepared and published in accordance with Act No. 165 of 1971. Being Sec 211.34a of the Michigan Tax Law.

Public Act 114 of 1979, being Sec 211.34 of the Michigan Property Tax Laws, requires equalization by classification of property.

RECEIVED

FEB 04 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

9-1-1
Police
Fire / EMS

Benzie County Central Dispatch

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



February 6, 2019

To: Board of Commissioners
From: Ronald Berns, Director

Re: Recap of January 2019

Wireless carrier conversions have started. AT&T Mobility was completed on January 29th. Eleven other wireless carriers have been scheduled for this month. Some three a day. Several others are not scheduled yet. This requires testing from each cell tower in the county including those towers in surrounding counties that we receive the first 9-1-1 call and have to transfer the caller.

The new 800MHz equipment being added to the radio towers is very close to completion. Licensing for the frequencies we will be using is pending a final approval by the end of the month. I am meeting with the Fire Chiefs and EMS Director on February 12th to complete some procedural and protocol decisions and update them on some changes. Some testing of pagers is ongoing. Radio console configuration changes are ongoing as we prepare to move off the VHF platform.

Renewing CPR certifications will not be completed until March.

I posted the open employment positions in the Traverse City Record Eagle and received no applications. I added the position to the Indeed job website and received over fifty (50) interested persons. Six (6) submitted applications. Seven (7) responded back that they did not want to work shifts. Five (5) notified me they were no longer interested. The balance of those interested did not respond to my email asking them to review the job description and complete the application. We will have two open positions to fill with six months training each and another retirement on September 1st.

Nicole Lamerson's last day is February 28. She served the county for over 25 years. She will be greatly missed. Her knowledge of the community, how people are related or were related to each other was so beneficial to the officers. During the course of her career she held every position from a short time as director, a trainer, responsible for LEIN, supervisor and helped the new hires as they went thru their training. Her compassion for those in distress was remarkable, always calming them and calling them back to reassure them that help is on the way and ask if anything has changed. Her voice was always calm and controlled even during the worst of the situations to dispatch public safety personnel. She has a memory for names and dates of birth, telephone numbers and she also knows where to find Petoskey stones. I always rested more comfortable knowing she was working.

RECEIVED

FEB 06 2019

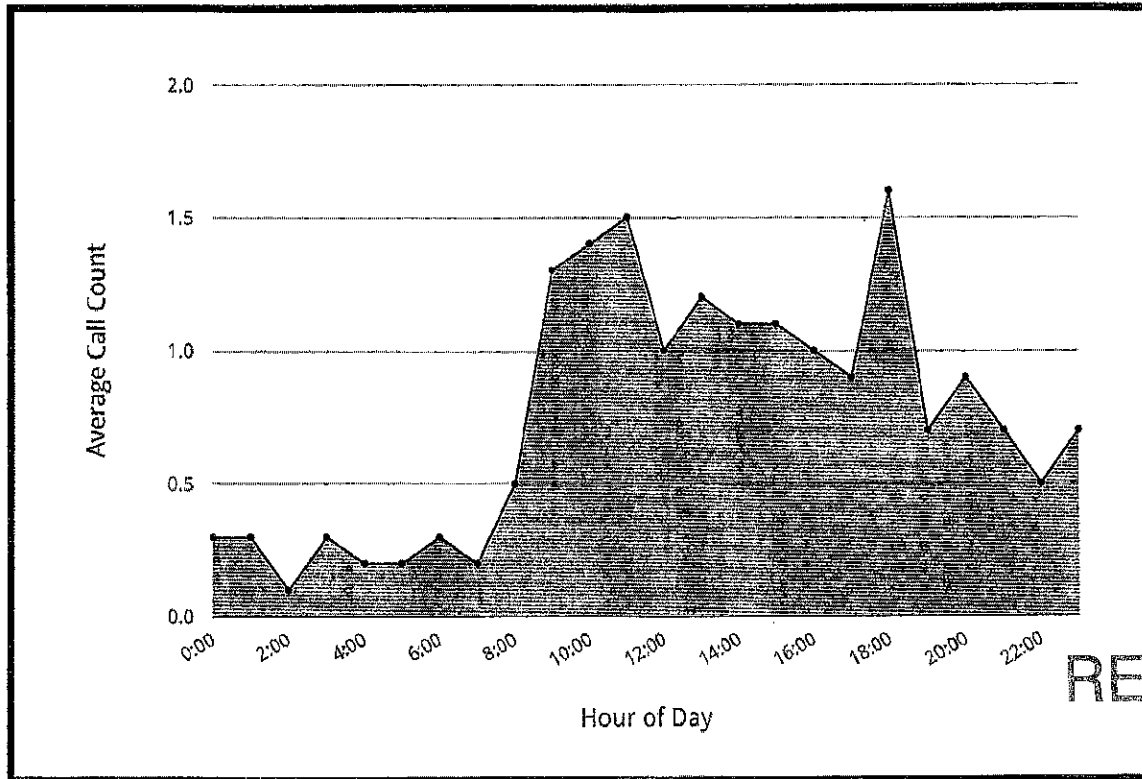
C:\Users\dolney\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\0RU15311\Jan 2019 recap.doc

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

BENZIE COUNTY (CENTRAL DISPATCH), MI

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

1/1/2019 to 1/31/2019



RECEIVED

FEB 06 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

SUMMARY

Hour	Average Call Count	Highest Call Count	Total Call Count	Percentage	Tandem Transfers	NG911 Transfers	Blind Transfers	Attended Transfers	Conference Transfers	Total Transfers
—	0.7	19	556	100.0%	29	0	0	0	0	29

DETAIL

Hour	Average Call Count	Highest Call Count	Total Call Count	Percentage	Tandem Transfers	NG911 Transfers	Blind Transfers	Attended Transfers	Conference Transfers	Total Transfers
0:00	0.3	1	9	1.6%	1	0	0	0	0	1
1:00	0.3	2	8	1.4%	1	0	0	0	0	1
2:00	0.1	1	3	0.5%	0	0	0	0	0	0
3:00	0.3	2	9	1.6%	0	0	0	0	0	0
4:00	0.2	2	7	1.3%	0	0	0	0	0	0
5:00	0.2	2	6	1.1%	0	0	0	0	0	0

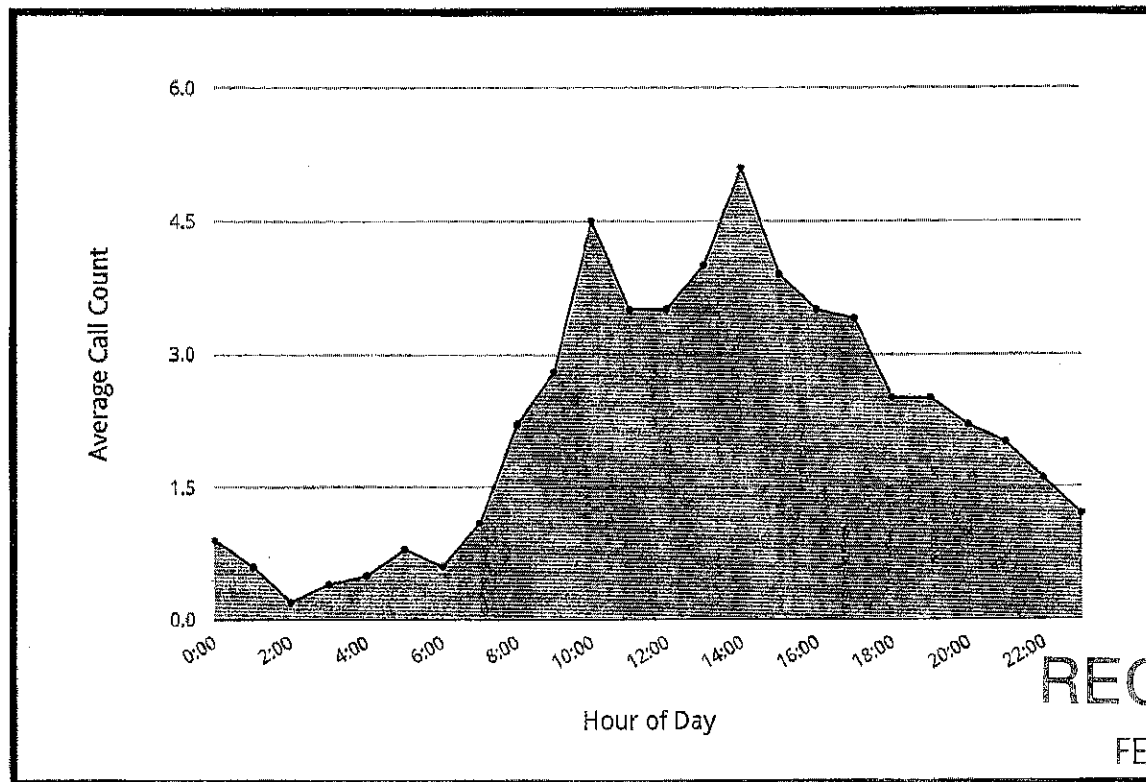
6:00	0.3	2	10	1.8%	0	0	0	0	0	0
7:00	0.2	2	7	1.3%	0	0	0	0	0	0
8:00	0.5	6	15	2.7%	1	0	0	0	0	1
9:00	1.3	7	39	7.0%	2	0	0	0	0	2
10:00	1.4	19	43	7.7%	12	0	0	0	0	12
11:00	1.5	17	47	8.5%	4	0	0	0	0	4
12:00	1.0	4	32	5.8%	1	0	0	0	0	1
13:00	1.2	5	37	6.7%	0	0	0	0	0	0
14:00	1.1	10	35	6.3%	0	0	0	0	0	0
15:00	1.1	5	33	5.9%	0	0	0	0	0	0
16:00	1.0	4	31	5.6%	2	0	0	0	0	2
17:00	0.9	7	27	4.9%	2	0	0	0	0	2
18:00	1.6	5	51	9.2%	2	0	0	0	0	2
19:00	0.7	5	22	4.0%	0	0	0	0	0	0
20:00	0.9	5	27	4.9%	1	0	0	0	0	1
21:00	0.7	5	21	3.8%	0	0	0	0	0	0
22:00	0.5	2	14	2.5%	0	0	0	0	0	0
23:00	0.7	3	23	4.1%	0	0	0	0	0	0
—	0.7	19	556	100.0%	29	0	0	0	0	29

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BENZIE COUNTY (CENTRAL DISPATCH), MI

Admin Inbound Calls – Calls by Hour of Day

1/1/2019 to 1/31/2019



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BEULAH, MI 49617

SUMMARY

Hour	Average Call Count	Highest Call Count	Total Call Count	Percentage	Tandem Transfers	NG911 Transfers	Blind Transfers	Attended Transfers	Conference Transfers	Total Transfers
—	2.2	32	1661	100.0%	0	0	225	0	1	226

DETAIL

Hour	Average Call Count	Highest Call Count	Total Call Count	Percentage	Tandem Transfers	NG911 Transfers	Blind Transfers	Attended Transfers	Conference Transfers	Total Transfers
0:00	0.9	6	28	1.7%	0	0	1	0	0	1
1:00	0.6	6	18	1.1%	0	0	1	0	0	1
2:00	0.2	1	5	0.3%	0	0	0	0	0	0
3:00	0.4	4	11	0.7%	0	0	0	0	0	0
4:00	0.5	3	16	1.0%	0	0	0	0	0	0
5:00	0.8	6	24	1.4%	0	0	1	0	0	1

6:00	0.6	3	19	1.1%	0	0	0	0	0	0
7:00	1.1	5	33	2.0%	0	0	1	0	0	1
8:00	2.2	11	67	4.0%	0	0	12	0	0	12
9:00	2.8	8	88	5.3%	0	0	16	0	0	16
10:00	4.5	12	141	8.5%	0	0	25	0	0	25
11:00	3.5	9	109	6.6%	0	0	21	0	0	21
12:00	3.5	12	110	6.6%	0	0	20	0	0	20
13:00	4.0	10	125	7.5%	0	0	20	0	0	20
14:00	5.1	32	159	9.6%	0	0	25	0	0	25
15:00	3.9	15	120	7.2%	0	0	23	0	0	23
16:00	3.5	7	109	6.6%	0	0	12	0	0	12
17:00	3.4	8	105	6.3%	0	0	10	0	0	10
18:00	2.5	7	77	4.6%	0	0	11	0	0	11
19:00	2.5	13	78	4.7%	0	0	7	0	0	7
20:00	2.2	7	67	4.0%	0	0	4	0	0	4
21:00	2.0	5	63	3.8%	0	0	5	0	0	5
22:00	1.6	7	51	3.1%	0	0	8	0	1	9
23:00	1.2	7	38	2.3%	0	0	2	0	0	2
—	2.2	32	1661	100.0%	0	0	225	0	1	226

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	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18
9-1-1 Calls	788	824	594	629	422	440
Admin Inbound calls	2213	2299	1727	1713	1540	1229
Transferred 9-1-1 to another PSAP	38	38	30	55	25	20
Call for Service Nature types:						
Abandoned 9-1-1	36	43	55	36	20	28
Abandoned Vehicle	8	1		2	1	4
Accidental Dial	13	10	9	5	6	3
Alarm - Commercial	7	8	13	10	7	10
Alarm - Medical	9	4	2	11	4	5
Alarm - Residential	12	17	20	12	11	8
Ambulance Request	169	162	134	130	108	119
Ambulance Transfer	46	58	22	46	22	26
Animal Control Complaint	21	12	15	13	8	9
Assault	9	5	4	2	6	4
Assist Other Dept / County	22	17	19	10	14	12
Be on the Lookout		2	4	1	1	3
Boater in Distress		5	1			
Boating Complaint	5	6	3	1		
Breaking and Entering	1	5	4	2	2	2
Breaking and Entering - In progress	2	3	1	2		
Breaking and Entering - Vehicle					1	
Bullying			3			
Bus Lights Disregarded			2	2	3	1
Car vs Bear - Property Damage Accident						
Car vs Deer - Property Damage Accident	21	15	28	36	45	23
Careless Use	5	6	4	4	2	3
Child Neglect	1					
Child Abuse		1				
Citizen Assist	12	4	11	6	1	3
Civil - Assist	1					1
Civil - Dispute	1	2	1	5	1	1
Civil - Standby	1	2	3	4	4	2
Computer Crime		1				
Counterfeit Money / ID						
Criminal Sexual Conduct (CSC)		2	1		2	1
Custody Dispute	1	3	2	2	1	1
Deer Permit Issued		1	1		2	
Disorderly Subject		2	1			
Domestic Violence	8	1	4	5	4	5
Drug Activity	7	4	3	4	1	
Embezzlement						1
EMS Centralize		1				
Family Trouble	4	6	7		4	7
Fight in Progress	4	2	4		2	
Fire - Alarm	10	6	5	5	1	1
Fire - Brush				1		
Fire - Chimney						
Fire - Grass						
Fire - Other		12	4	6	5	4
Fire - Structure	1	1	2	3	5	3
Fire - Vehicle	2					2
Fireworks Complaint	14	4	2			2
Found Property	4	8	8	7	4	2
Fraud	6	10	6	6	6	5
Gas Drive Off	8	6	5	6	3	5
Gas Leak (Natural)	1		1	1	1	2
Harassment	8	5	7	5	2	4
Harassing Telephone Calls / Text		1		1	2	
Hazardous Material Spill / Leak						

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2018	Jul	Aug	Sep	Oct	Nov	Dec
Identity Theft				1		
Illegal Burn					2	1
Illegal Dumping	1	1	2			
Illegal Fireworks						
Incorrigible Youth	2	1	1	3	1	1
Injured Animal	5	1	1	7	5	6
Intoxicated Driver - Suspected	2	5	3	3	1	3
Intoxicated Subject	5	2	1	2	2	3
Landlord / Tenant Dispute	2		1		2	3
Larceny	15	16	5	13	7	7
Livestock in the roadway	2		1		1	2
Lost Property / Animal	2	2	2	4	1	
Loud Party	3	6		1		
Marijuana Possession						1
Malicious Destruction of Property	9	13	6	10	5	2
Minor in possession of alcohol				1	1	1
Misdialed 9-1-1	12	17	7	12	10	3
Missing Person	5	4	4	5	2	1
Motorist Assist	6	16	12	5	5	6
Neighbor Dispute	5	2	2	3	4	1
Noise Complaint	6	7	5	3		
Off Road Vehicle Complaint	2	1				
Open Door	3	1				
Open Intoxicant in a Motor Vehicle	1					
Other / Misc	41	43	48	22	22	25
Parking Complaint	10	10	4	2	2	
Patient Transfer - EMS						
Peeing Tom					1	
Person in the Water		1	2			
Personal Injury Accident	8	11	8	1	2	4
Personal Protection Order - Entry		3	2	3	2	
Personal Protection Order - Violation	1	2	1	1		1
Possession of Illegal Substance						
Power Line - Down, Fire, Arcing	6	17	15	29	2	6
Private Property Accident	9	13	4	3	1	6
Probation Violation						
Property Check	1	3	4		1	1
Property Damage Accident	28	31	17	15	25	20
Property Dispute	1			1		
Prowler						
Reckless Driver	40	48	26	23	20	21
Road Hazard	9	7	12	4	7	8
Robbery - Armed						
Robbery - Unarmed						
Roll Over - Personal Injury Accident	1	1	1	2	3	2
Roll Over - Property Damage Accident				1	4	9
Runaway	1	1	1			
Sex Offender Violations						
Shoplifting	5	1				1
Snowmobile Complaint						
Stalking						
Suicidal Subject	1	5	4	3	5	4
Suspicious Mail / Package			1	1		
Suspicious Person	2	6	9	6	5	2
Suspicious Telephone Call / Text	1	1				
Suspicious Situation	24	30	22	20	17	10
Suspicious Vehicle	8	12	13	7	8	8

2018	Jul	Aug	Sep	Oct	Nov	Dec
Test Call						6
Threats	6	3	3	6	1	2
Traffic Stop	454	411	324	259	162	249
Tree Down in Road	17	37	25	67	4	7
Trespassing	2	3	9	6	4	
Unauthorized Driving Away Automobile	3	2	1	2	1	1
Uninitiated 9-1-1 call			10	1		1
Unknown Accident	4	1	3		8	1
Unwanted Person	3	6	6	1	4	
Unwanted Telephone Calls / Texts						
Vandalism	4			1		
Vehicle in Ditch	2		3	3	15	10
Verbal Dispute	4		1		1	2
VIN Inspection	3	4	4	11		5
Warrant Attempt	3			1	1	2
Warrant Arrest	2	1	1			
Warrant Entry		17	16	19	11	9
Warrant TIP		1	2	2	1	
Welfare Check	13	21	6	12	6	16

TOTAL	1,385	1,325	1,091	1,011	720	797
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Disclaimer - The calls for service nature types represent what the calltaker has determined represents the type of call for service the caller requested, reported or described. Not all the call for service nature types are listed. The low frequency type ones will be added when they are selected. These call for service natures do not always represent how they are recorded by a



Benzie County Office of Emergency Management

Emergency Management Activities

January 2019

Below are outlined many of the activities I have been involved in for the month of January 2019.

1. Region 7 Meeting

On Thursday January 3rd, 2019 I attended the Region 7 Homeland Security Planning Board Meeting in Grayling, MI.

2. MI CIMS New User Training

On Wednesday January 16th, 2019 I taught a 4-hour Michigan Critical Incident Management System (MI CIMS) class at Paul Oliver Memorial Hospital in Frankfort. The 11 attendees consisted mostly of Paul Oliver Personnel, but we did have one person from the Benzie County Treasurer's Office and one from the Benzie-Leelanau Health Department.

MI CIMS is a statewide, secure system that provides specialized tools for managing crisis information and emergency response, as well as non-emergency events. MI CIMS provides real-time information to authorized users anywhere internet access is available with permissions based on incidents and positions. The system is capable of managing multiple incidents simultaneously yet separately.

3. Revenue Sharing Award

On Thursday January 17th, 2019 I attended the 2% Awards Ceremony of the Grand Traverse Band of Ottawa and Chippewa Indians to accept a check in the amount of \$7,281. for a Fire Extinguisher Training System. This was a county wide project that will be used by the Office of Emergency Management, Benzie County Citizens Emergency Response Team or CERT program and the six (6) Benzie County Fire Departments.



The fire extinguisher training system will be used to train fire department personnel, CERT Members as well as the citizens of Benzie County on the proper use of fire extinguishers.

4. Winter Storm Warning and Frigid Weather

From January 27th through February 3rd, 2019 we were involved in a winter weather event that effected most of the State of Michigan. We partially activated the EOC initially for monitoring purposes and later to deal with threatened flooding of the Platte River in the Village of Honor.

There is a separate After-Action Review that we will conduct as a part of our Local Planning Team that will meet on February 28th, 2019. I have separately provided you a briefing of the events for your review and comment. This document will be forwarded to the LPT to see what was done well and what needs improvement.

5. Upcoming Events

I have scheduled the following for the next two months;

February 7th – R7HSPB Meeting Grayling

February 9th and 10th – ICS 400 Advanced ICS Command and General Staff-Complex Incidents

February 13th - MEMA Board Meeting (Lansing MI)

February 13th – CERT Monthly Meeting and Training in the EOC

February 19th – School Safety Planning Committee 10:00am in the EOC (Tuesday because of holiday)

February 19th – Local Emergency Planning Committee 2:00pm in the EOC (Tuesday because of holiday)

February 19th - ARES/RACES CERT Interface Workgroup Meeting 6:00pm @ the EOC (Tuesday

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because of holiday)

February 19th through 23rd – AUX COMM Conference in Traverse City

February 19th – Benzie County Fire/EMS Association Meeting

February 23th – ARES/RACES Meeting Downtown Honor

March 2nd and 3rd – Fire Service Company Officer I & II Series-Bear Lake

March 7th – R7HSPB Meeting Grayling

March 9th and 10th – Fire Service Company Officer I & II Series-Bear Lake

March 13th – CERT Monthly Meeting and Training in Manistee at the County EOC

March 16th and 17th – Fire Service Company Officer I & II Series-Bear Lake

March 18th – School Safety Planning Committee 10:00am in the EOC

March 18th – Local Emergency Planning Committee 2:00pm in the EOC

March 18th – ARES/RACES CERT Interface Workgroup Meeting 6:00pm @ the EOC

March 19th – Benzie County Fire/EMS Association Meeting

March 23rd and 24th – Fire Service Company Officer I & II Series-Bear Lake

March 28th – Local Planning Team Meeting 7:00pm in the EOC

March 30th – ARES/RACES Meeting Downtown Honor



Benzie County
Winter Storm
January 27th through February 2nd, 2019

After Action Review

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DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

OVERVIEW

Event	Winter Storm
Dates	January 27 th through February 2 nd , 2019
Scope	A winter storm warning and ensuing frigid weather covered Benzie County and the rest of Michigan causing frigid temperatures, extreme wind chills, snow with white out conditions. This triggered a State of Emergency to be issued by the Governor (Appendix A)

WINTER STORM WATCH

On Saturday January 26th, 2019 a WINTER STORM WATCH was posted by the NWS Gaylord that included all of the counties around in Northwest Lower Michigan. NWS Gaylord indicated that heavy snow possible with snow accumulations of 8 to 11 inches.

WINTER STORM WARNING

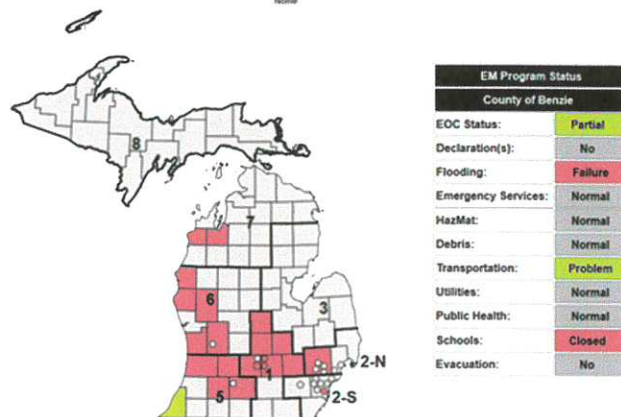
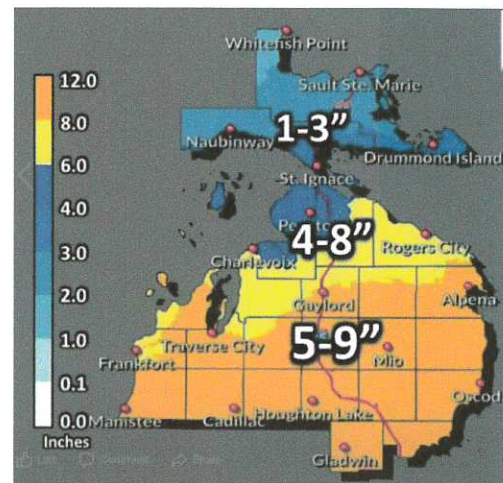
On Sunday January 27th, 2019 the WATCH was upgraded to a WARNING that now included "Blowing snow will significantly reduce visibilities."

A briefing document was sent to the first responder community on Monday January 28th, 2019. This included a copy of the EOC Activation Procedures in the event EOC This continued through Monday and it was decided to shut down The Government Center at 11:00am. We did a partial activation of the EOC with me and some CERT members. This is the Event Monitoring Phase to monitor the impending winter storm warning. If conditions warrant, we will notify shelter locations to prepare for activation. Situation Reports were developed and distributed to members of the Emergency Response Community to keep them updated on the storm.

The WINTER STORM WARNING continued through January 29th with accumulating snow and blowing snow expected. Total snow accumulations of 5 to 10 inches are expected through Thursday morning, with locally higher amounts possible.

NWS WEATHER BRIEFING ON JANUARY 29th

NWS Gaylord indicated that brutally cold Arctic air will settle over the region for the next few days with gusty winds resulting in dangerously cold wind chills at times. Frostbite and hypothermia will be possible if precautions are not taken. Lake effect snow will ramp up today downwind of Lake Superior and Lake



Michigan, persisting through at least Thursday and resulting in hazardous travel and poor visibility across much of eastern Upper and northwest Lower Michigan.

Below is the situation report that was given to the County Board by the County Administrator:

BOC,

Weather Conditions

The National Weather Services is calling for dangerously cold wind chill temperatures, additional snowfall amounts and high sustained winds for the next 48+ hours, with the winds picking up this afternoon. With the current temperatures and existing/new snow fall amounts, the issue will be decreased visibility on the roads with the high winds. The high winds may also cause concern with power outages through Benzie County. As of 1:30 pm today, visibility issues are causing several vehicular accidents according to Undersheriff K. Rosa.

Warming Center

I wanted to pass along to you the fact that we have opened up the Benzie County Government Center Room 121 as a warming center for Benzie County residents. This issue was discussed and supported by Chairperson Gary Sauer earlier today. The warming center will be open the remainder today and all day Wednesday and Thursday.

County Government Non-Emergency Offices

If the weather predictions hold true, both tomorrow and Thursday will be exceedingly dangerous travel days due to cold temperatures, snow covered roads and lack of visibility due to sustained high winds. In speaking with Chairperson Sauer today, we are going to evaluate the situation tomorrow morning around 6-7 am, primarily contacting the Benzie County Road Commission to get information about driving conditions. This information will be discussed with Chairperson Sauer to determine if there is a need to close down the Benzie County Government Center and Animal Control Center. Chief Judge David Thompson will determine if the Courts are closed. I discussed this game plan with both Judge Thompson and Judge Mead this afternoon.

Conclusion

- Dangerous weather and driving conditions over the next 48+ hours.
- Warming Center will be opened in the Government Center Room 121 the remainder of today and during normal hours Wednesday and Thursday.
- Any decisions about the closing of the Government Center, Court House and Animal Control Center will be made prior to the start of the day and in consultation with both Chairperson Gary Sauer and Chief Judge David Thompson.

Please let me know if you have any questions.

WARMING SHELTER OPENED

We opted to open a warming shelter in the Government in a Lower Level Conference Room (121). The hours of operation of the warming shelter will be from 12 noon until 5:00pm today and began again tomorrow (Wednesday) 1/30/19 from 9:00am to 5:00pm. Thursday 1/31/19 will

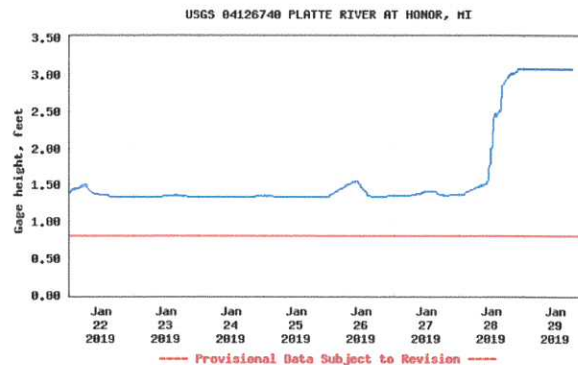
depend on weather conditions. The rationale for this was the fact that we had 40 to 50mph winds and the potential for power to be lost. We could quickly get people to the Government Center and a determination could then be made to open and overnight shelter. Contact was made with Fresh Winds Christian Community and Benzie Bus to stand up as an overnight shelter if needed. Both agreed to offer such a service if it was needed. The American Red Cross was contacted and indicated that they would provide food support for both a warming and overnight shelter if required.

ICE DAMMING AND WATER RISING ON THE PLATTE RIVER

We also started to receive reports that the Platte River in Honor was rising rapidly and there was concern that homes on Riverside Drive might flood. The Homestead Township Fire Chief and the Benzie County Road Commission went to Honor and looked over the situation. The Platte River Water Level Gauge shows a rise of 3 feet in the past day due to ice damming.

Later in the evening on the I discussions with Matt Skeels of the Benzie County Road Commission after he returned from assessing the Platte River. He indicated that the area of ice jamming was occurring on the bends of the river between US 31 and Indian Hill Rd. There is no way to get to the jam with any of his equipment. It does not appear to be at the tubes where Indian Hill Rd. crosses. Matt indicated that he talked with the Undersheriff Kyle Rosa at the scene to see if the air boat was an option. They agreed that it was too dangerous based on current weather conditions to put personnel on the air boat at this time.

We have a cache of sand bags at the Sleeping Bear Dunes National Lakeshore at a barn on Norconk Rd. I talked to NPS Park Ranger Paul Chalup about getting into the barn and picking up sand bags. I discussed the option of utilizing sand bagging in and around the homes on Riverside Drive in Honor to prevent flooding. I also reached out to Fire Chief Tim Markey of Homestead Township FD to discuss options for sandbagging. We ruled out the sandbagging because it was evident that the ice would simply push the bags out of the way as it rose. Also, the fact that we would have to



sand bag 2 to 3 city blocks would have made the task a huge undertaking.

Called Honor Village President Bill Ward to give him an update on what we had done to this point and what was our strategy going forward. I advised him that Fire Chief Markey would be back in the area around 3:00pm to 4:00pm to view the scene. Chief Markey would be then coming to the EOC to discuss what we needed to do moving forward. I invited Mr. Ward to that meeting.

We had a meeting at 5:30pm on January 30th, 2019 that included:

- Chief Tim Markey of Homestead Township Fire Department
- Sgt. Mark Ketz of the Benzie County Sheriff's Office
- Bill Ward President of the Village of Honor
- Matt Skeels Manager of the Benzie County Road Commission (On Conference Call)
- David Hanchett Benzie County CERT Team
- Frank Post, Benzie County Emergency Management

At this meeting we hammered out our strategy going forward.

1. The final decision is to wait until Friday 2/1/19 when we see a break in the weather to run the Air Boat operated by the Benzie County Sheriff's Office in the Platte River to break up the ice.
2. At Indian Hill Rd. bridge the Benzie County Road Commission will clear the snow out as close to the rail as possible and position an excavator to break up ice as it comes down stream after being broken up by the air boat.
3. We will be opening a shelter at the Homestead Township Hall for those homeowners who begin to experience flooding. At present none of the homes have water in the building. There are a few that have water in crawl spaces, but it is not in the home at the present. If that changes, we will be putting them up in the Homestead Township Hall.
4. The Village of Honor President Bill Ward is contacting all of the homeowners to explain our plan and determine their need for immediate sheltering.
5. The shelter will be staffed by a Homestead Township Firefighter and a member of the CERT Program if it is necessary to house people.
6. I will be contacting the American Red Cross regarding supporting our sheltering plan. They previously indicated they would support our sheltering with food.

Our decisions were based on serious concerns regarding running the Air Boat in the current conditions with wind chills well below zero with a boat that creates a significant amount of wind.

We will be coming together tomorrow to see what else is necessary before we begin the ice breaking on Friday January 31st, 2019 to finalize the aforementioned plan.

Met again with the group developing a response to the Ice Damming. The group included:

- Lt. Michael deCastro MSP-EMHSD
- Bill Ward-President Village of Honor
- Undersheriff Kyle Rosa-Benzie County Sheriff's Office
- Chief Tim Markey-Homestead Twp. FD
- Matt Skeels-Benzie County Road Commission (on phone)
- David Hanchett-Benzie County CERT

We finalized discussion the strategy for breaking the Ice Jam on the Platte River. Based on those discussions, I put together an IAP for the activities on Friday.

At 12:00 noon on January 31st, 2019 we sat through the briefing from the SEOC regarding the current events related to the extreme cold weather conditions. The group in the EOC included:

- Frank Post-Emergency Management Coordinator
- Mitchell Deisch-County Administrator
- Ronald Berns-Director of Central Dispatch
- David Hanchett-Benzie County CERT

On February 1st, 2019 we conducted a Situation Summary and Health and Safety Briefing (for briefings or transfer of command) CERT personnel involved in the breaking of the ice in and around Honor on the Platte River.



1. This plan covers the deployment of equipment to break up an ice jam on the Platte between Indian Hill Road and Henry St. in the Village of Honor. The river level is rising and beginning to encroach on the homes on Riverside Dr. and we will be utilizing the Benzie County Sheriff's Office Air Boat to break up the ice.
2. The Benzie County Road Commission will stage an excavator at the bridge on Indian Hill Rd. that will be used to break up the ice further when it floats downstream so it does not plug the tubes under the bridge on Indian Hill Rd.
3. Indian Hill Rd. will be closed from US 31 to Deadstream Rd. and fire apparatus will be used to block the intersections. Benzie County CERT will be responsible for the traffic control at this apparatus.



Current and Planned Objectives were to break up the ice to improve the flow of water on the Platte River to lower the water levels upstream of Indian Hill Rd.

CONCLUSION

Talked with Bill Ward-President of the Village of Honor on February 2nd, 2019 at 10:25am. He has been in touch of residents and the residents that the water has gone down around 12" to 15" since yesterday. It appears our efforts are working.

The EOC Operations are now downgraded to Monitor and Assessment and no further activities regarding the Platte River operations. Notified the Benzie County Administrator of the

improvement of the situation in Honor and asked that he forward the information to the counties elected officials.

We will continue to monitor.



Appendix A



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
OFFICE OF THE GOVERNOR
LANSING

GARLIN GILCHRIST II
LT. GOVERNOR

EXECUTIVE ORDER

No. 2019-1

Declaration of State of Emergency

The National Weather Service has issued multiple winter weather warnings across the State of Michigan beginning Tuesday, January 29, 2019. These warnings predict extremely cold weather as an Arctic airmass settles over the region and brings record or near-record low temperatures, accompanied by gusty winds. Wind chills are predicted as low as 50 degrees below zero in many places.

Possible effects include disruptions in travel and commerce, and the threat of frostbite, hypothermia, or even death if proper precautions are not taken.

These extreme conditions are predicted across the Upper and Lower Peninsulas and will extend to areas less accustomed to extreme cold temperatures, such as the metropolitan Detroit area. Such widespread, extreme conditions have not occurred in Michigan for many years.

Under the Emergency Management Act, 1976 PA 390, MCL 30.403(4), "[t]he governor shall, by executive order or proclamation, declare a state of emergency if he or she finds that an emergency has occurred or that the threat of an emergency exists."

Therefore, acting pursuant to the Michigan Constitution of 1963 and Michigan law, including the Emergency Management Act, 1976 PA 390, MCL 30.401 to 30.421, I order the following:

1. A state of emergency is declared across the State of Michigan.
2. The Emergency Management and Homeland Security Division of the Department of State Police will coordinate and maximize all state efforts that may be activated to state service to assist local governments and officials and may call upon all state departments to utilize available resources to assist consistent with the Michigan Emergency Management Plan.

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www.michigan.gov



Appendix A

3. The state of emergency is terminated when emergency conditions no longer exist and appropriate programs have been implemented to recover from any effects of the emergency conditions, but in no case later than Saturday, February 2, 2019.

Date: January 28, 2019




GRETCHEN WHITMER
GOVERNOR

By the Governor


Jocelyn Benson
SECRETARY OF STATE

FILED WITH SECRETARY OF STATE

ON 1/29/19 AT 9:40 AM

Appendix B

Below are the briefing documents that went out to the Emergency Response Community as the events unfolded during the winter storm.

Briefing Document of 1/28/19 at 1:00pm

To give CERT and ARES/RACES Members an update. We are still under a winter storm warning at least until 7:00pm tonight. In MI CIMS under Event **2019-01-28-Statewide-Snowstorm** you can monitor activities as they unfold.

Below is listed the information currently available on the storms progress

...WINTER STORM WARNING REMAINS IN EFFECT FROM 1 AM TO 7 PM EST

MONDAY... * WHAT...Heavy snow and blowing snow expected very late tonight and Monday. Total snow accumulations of 6 to 9 inches expected. Blowing snow will significantly reduce visibility at times. * WHERE...Leelanau, Antrim, Otsego, Kalkaska and Crawford Counties. * WHEN...From 1 AM to 7 PM EST Monday. * ADDITIONAL DETAILS...Plan on difficult travel conditions, including during the morning commute on Monday. Winds gusting as high as 40 mph will cause widespread blowing and drifting snow. The dangerously cold wind chills as low as 35 below zero could cause frostbite on exposed skin in as little as 10 minutes.

...WINTER STORM WARNING NOW INCLUDES BENZIE COUNTY IN EFFECT FROM 1 AM TO 7 PM EST MONDAY...

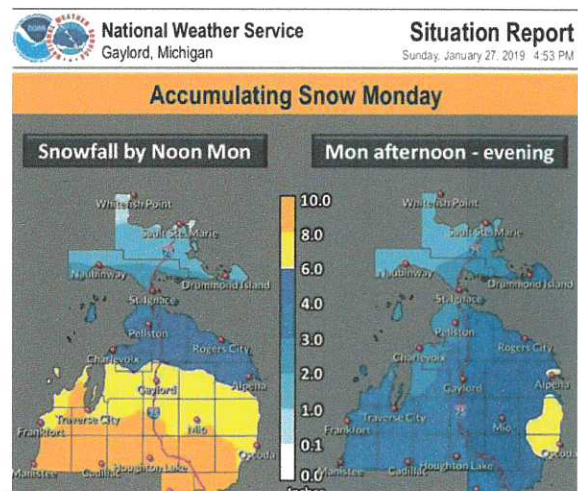
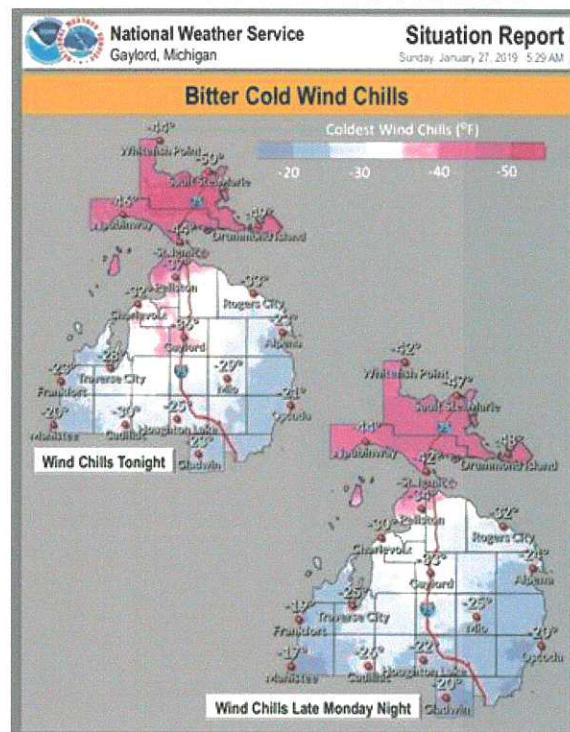
* WHAT...Heavy snow and blowing snow expected. Total snow accumulations of 8 to 11 inches are expected. Blowing snow will significantly reduce visibilities.

* WHERE...Benzie and Grand Traverse Counties.

* WHEN...From 1 AM to 7 PM EST Monday.

WINTER STORM UPDATE

Winter storm impacts the region late tonight through Monday.



- Snow and blowing snow will produce very hazardous travel conditions for much of lower Michigan late tonight and Monday.
- Remaining very cold through the week, single digit high temperatures with wind chills well below zero.

At present the EOC is in "Monitoring and Assessment" mode and will continue to do so unless conditions change. We have arraigned for Benzie Bus to open up as a "Warming Shelter" if conditions dictate.

Benzie Area Transportation Authority (Benzie Bus)
Address: 14150 US-31, Beulah, MI 49617
Phone: (231) 325-3000

Fresh Wind Christian Community Church
9780 Honor Highway, Honor Michigan 49640

If things get worse, they will operate as an overnight shelter. The Red Cross has also been contacted and will be in a position to provide some food support for the shelter locations. If the shelters are activated we would require CERT members to staff those shelters. Also, if the shelters activate, the EOC would activate and would require CERT and ARES/RACES to staff positions in the EOC.

None of this may come to pass, but we need to be prepared for that eventuality.

Briefing Document of 1-28-19 at 3:00pm

Below is updating information on the current storm conditions.

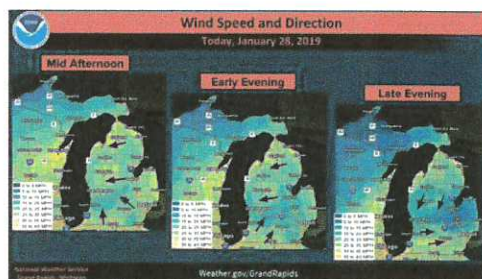
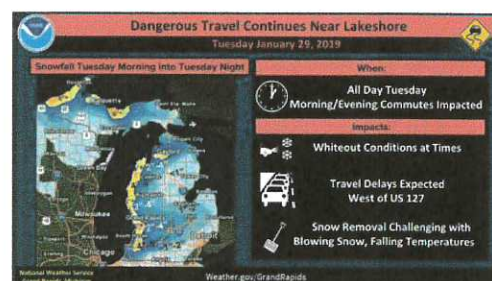
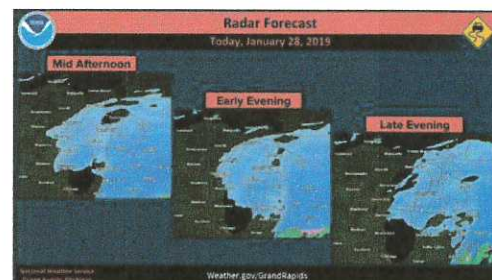
...WINTER STORM WARNING NOW IN EFFECT UNTIL 4 AM EST TUESDAY...

* WHAT...Heavy snow and blowing snow. Additional snow accumulations of 2 to 4 inches are expected. Blowing snow will significantly reduce visibility.

* WHERE...Portions of Northern Lower Michigan.

* WHEN...Until 4 AM EST Tuesday.

* ADDITIONAL DETAILS...Plan on difficult travel conditions, including during the evening commute. Winds gusting as high as 30 mph will cause patchy blowing and drifting snow. The cold wind chills as low as 20 below zero could cause frostbite on exposed skin in as little as 30 minutes.



Briefing Document of 1/29/19 6:30am

The EOC will continue in Monitoring Phase as we continue to monitor the Winter Storm events which have been extended through Thursday. NWS Gaylord just issued the following warning.

...WINTER STORM WARNING IN EFFECT UNTIL NOON EST THURSDAY...

* WHAT...Accumulating snow and blowing snow expected. Total snow accumulations of 5 to 10 inches are expected through Thursday morning, with locally higher amounts possible.

* WHERE...Portions of Northern Lower Michigan.

* WHEN...Until noon EST Thursday.

* ADDITIONAL DETAILS...Plan on difficult travel conditions. Increasing wind speeds through the day, ranging between 25 to 35 mph will cause areas of blowing and drifting snow. Cold wind chills as low as 30 below zero could cause frostbite on exposed skin in as little as 30 minutes.

If we start to experience power outages, we will determine if warming shelter opening is required. Let me know if we start experiencing power outages.

Briefing Document of 1/29/19 7:15am

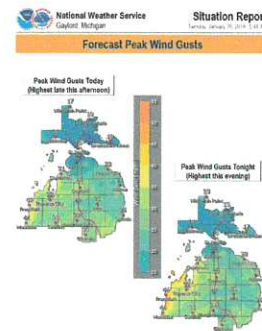
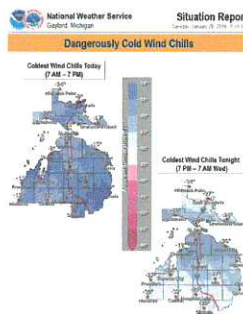
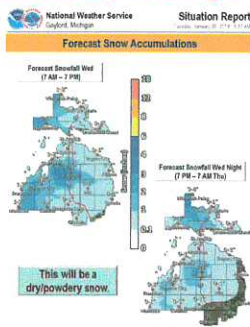
Gov. Gretchen Whitmer is declaring a statewide state of emergency ahead of bitterly cold weather coming to Michigan late Tuesday. That State of Emergency goes into effect Tuesday Morning. The statewide emergency declaration means state agencies are working more closely with local communities and emergency management agencies to ensure adequate resources are available to take care of residents. What this means, I am not sure and will seek clarification through our District Coordinator.

I will continue to monitor.

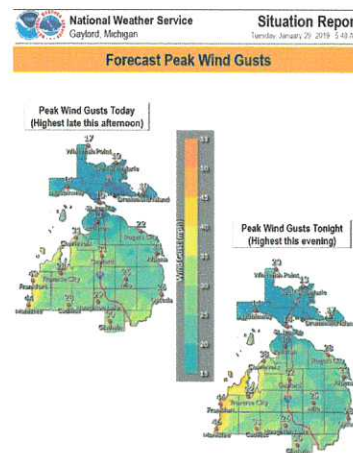
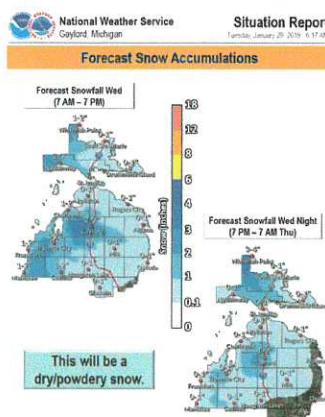
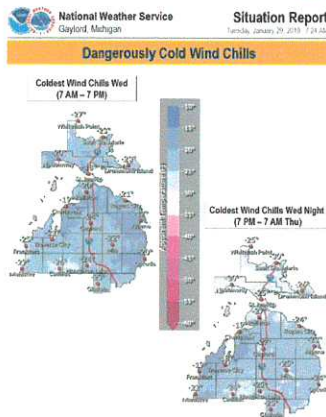
Briefing Document of 1/29/19 at 11:00am

Below are a series of slides from the NWS Gaylord that graphically display Wind Chills, Snow Fall and Wind estimates. The first set are for Wednesday and the second are for Thursday.

For today through 7am Wednesday



For 7am Wednesday through 7am Thursday



Briefing Document of 1/29/19 at 12:00 noon

Benzie County will be opening a warming shelter in the Benzie County Government Center in a Lower Level Conference Room (121). The hours of operation of the warming shelter will be from 12 noon until 5:00pm today and began again tomorrow (Wednesday) 1/30/19 from 9:00am to 5:00pm. Thursday 1/31/19 will depend on weather conditions.

I have posted the information and ask, if you have Facebook pages that you copy it over.

Briefing Document of 1/29/19 at 2:20pm

Governor Witmer issued a State of Emergency regarding the Weather events which I have attached. At the present time there is no need to ask for state resources, however, we will continue to monitor events. Again, the EOC is in a Level 2 Activation (partial activation) with a warming shelter open today until 5:00pm and tomorrow 1/30/19 from 9am to 5pm.

MI CIMS 2019-1-29-Statewide-Extreme Cold

In MI CIMS we show the Benzie County Government Center open as a warming shelter under Shelters.

We are also utilizing the Volunteers board to track CERT personnel.

Any problems that develop, give me a call.

Briefing Document from the National Weather Service on 2/1/19 at 8:45am

 National Weather Service Gaylord, MI Weather Impact Matrix for Honor Ice Jam Ops Valid: 02/01/2019 08:00 - 02/01/2019 18:00 LST Call 1-989-732-9306 for additional weather support 											
	Fri 02/01 8 AM	Fri 02/01 9 AM	Fri 02/01 10 AM	Fri 02/01 11 AM	Fri 02/01 12 PM	Fri 02/01 1 PM	Fri 02/01 2 PM	Fri 02/01 3 PM	Fri 02/01 4 PM	Fri 02/01 5 PM	Fri 02/01 6 PM
Temperature	3°F	4°F	6°F	9°F	12°F	14°F	15°F	16°F	17°F	17°F	17°F
Wind Chill	-6°F	-5°F	-3°F	-1°F	3°F	4°F	4°F	4°F	5°F	4°F	4°F
Wind Speed	4 mph	4 mph	4 mph	5 mph	5 mph	6 mph	8 mph	9 mph	10 mph	11 mph	11 mph
Wind Direction	S	S	S	S	S	SW	S	S	S	S	S
Wind Gust	8 mph	9 mph	10 mph	11 mph	12 mph	13 mph	14 mph	17 mph	19 mph	19 mph	19 mph
Chance of Precipitation	41%	41%	30%	30%	30%	34%	34%	34%	18%	18%	18%
Weather	Snow	Snow	Snow	Snow	Snow	Snow	Snow	Snow	Snow	Snow	Snow
Sky Cover	100%	100%	100%	100%	100%	100%	100%	100%	100%	99%	98%
Rainfall	0.0"	0.0"	0.0"	0.0"	0.0"	0.0"	0.0"	0.0"	0.0"	0.0"	0.0"

Issued: Friday February 01, 2019 08:36 AM

Briefing Document of 2/2/19 at 10:45am

I talked with Bill Ward-President of the Village of Honor this morning at 10:25am. He talked with a resident on Riverside Drive who indicated the water level has down around 12" since our remediation efforts began yesterday. We will continue to monitor because of the warming spell on Sunday and Monday that is expected to include up to ½" of rain.

My appreciation to all those agencies involved.

On 2/4/19 Platte River Inspection



Commissioner Reports

County Administrator Report



Memo To: Board of Commission
From: Mitchell D. Deisch, Administrator 
Date: February 4, 2019
Subject: Administrator Update 2/12/19 BOC Agenda

1. **MSU Extension / MI Works Office Space** – As I reported to the BOC in the 1/22/19 Administrator Update, MSUE and MI Works are in the process of moving offices to accommodate the new Regional Public Defenders Office. MSUE will be moving around February 15, 2019. MI Works will be moving around the same time. Once MSUE moves into their new facility, I will be working with staff to procure furniture for the RPDO office and will also be working to improve security with the new office. More to follow.
2. **MIDC Interviews** – Interviews for the Regional Public Defender's Office are scheduled for Friday February 15, 2019. Currently we are planning on interviewing 5 applicants for the position.
3. **Benzonia Township** – EMS Director Tom King and I have been meeting with Benzonia Township regarding their desire to build a new fire barn, which there may be an opportunity to also house the Benzie County EMS ambulance. These conversations are simply exploratory in nature, in which Benzonia Township is trying to determine if the decision to build a new facility is the right decision. We will continue to participate in these conversations to determine if there is a benefit to Benzie County EMS. More to follow.
4. **Collective Bargaining Negotiations** – The FOP contract negotiations that were scheduled for Thursday January 31, 2019 were cancelled due to travel concerns with the weather. Alternate dates have been provided to the union. More to follow.
5. **Budget at a Glance Document** – Attached is the FY 18/19 Benzie County budget at a glance. This is the third year that we have produced this document, with several changes being made from last year to increase clarity and understanding of the document. Like we did last year, we are going to be placing the full document in the Benzie County Record Patriot. We will be increasing the size of the ad this year, to make it easier for residents to read the document. Copies will be made available to all BOC members so that you can provide to other governmental entities and to any citizens who want a copy.

RECEIVED

FEB 06 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

BENZIE COUNTY

Your 2018-19 Budgeted Tax Dollars at Work

Fiscal Year Oct. 1, 2018 - Sept. 30, 2019



General Fund Budget:
\$6.36 Million
(1 mill = \$1,190,000)

BUDGET GOALS FOR THE COUNTY:

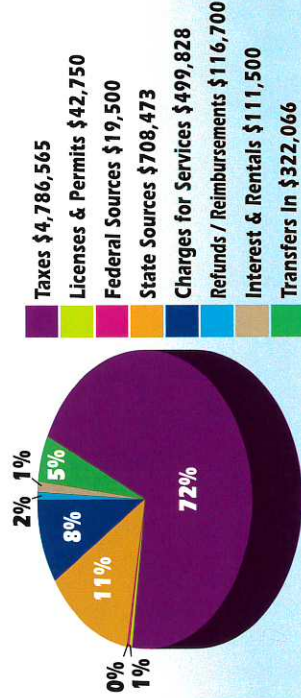
- Ensure Financial Stability
- Provide Mandated Services
- Provide effective stewardship of County resources

BUDGET DIRECTIVES FOR THE UPCOMING YEAR

- Research re-establishing a suitable General Fund Millage Rate
- Maintain Fund Balance
- Maintain County services at highest level

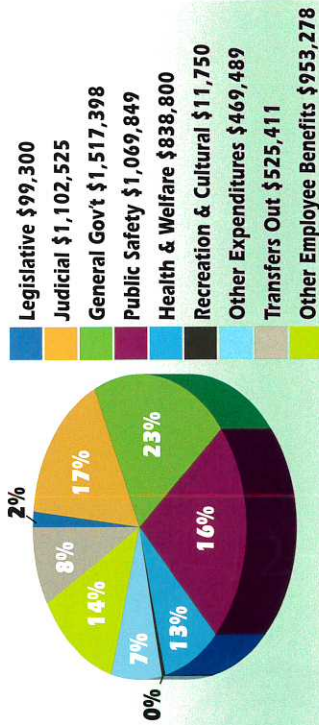
GENERAL FUND REVENUES

\$6,607,382



GENERAL FUND EXPENSES

\$6,587,800



GENERAL FUND ACTIVITY

Public Safety
\$1,001,211

General Government
\$1,517,398

Emergency Mgmt.
\$68,638

BENZIE COUNTY SHERIFF



General Fund Balance
9/30/17: \$1.8 million, 28.6%
Positive Variance of \$19,582
for Fiscal Year Budget 18/19

COURTS

Circuit
\$549,927

District
\$289,827

Probate
\$262,771



County General Fund
Employees Health Insurance Cost:
17/18 Budgeted \$764,000
18/19 Budgeted \$838,800

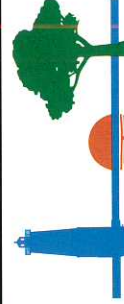
BOARDS/COMMISSIONS/AUTHORITIES

(Recreation & Cultural, Other Expenditures, Transfers Out)

Planning Comm. \$11,750 County Health Dept. \$233,284
Parks & Recreation \$17,100 MSU Extension \$54,338
DHHS Board \$5,000 Airport Authority \$12,000
Mental Health \$167,175

COUNTY MILLAGES

2018-19	2017-18	Purpose	Exp.
3.4528	3.4692	General Operating - Fixed	Indefinite
0.7910	0.7948	Advanced Life Support - Voted	12/2021
0.0977	0.0982	Animal Control Operations - Voted	12/2020
0.8460	0.8500	Commission on Aging - Voted	12/2019
0.1250	0.0986	Conservation District - Voted	12/2021
0.8841	0.8883	Jail Operations - Voted	12/2020
0.3608	0.3626	Medical Care Operating (Maples) - Voted	12/2021
0.6350	0.6350	Bond Debt New Construction (Maples) - Voted	12/2029
0.0986	0.0986	TNT (Drug Enforcement) - Voted	12/2021
1.0000	0.9871	Road Improvement - Voted	12/2022
0.0400	0.0400	Veteran Affairs - Levied	12/2017
0.1800	0.0400	School Resource Officer - Voted	12/2021
8.5110	8.2824	Total Millage	



For more information please contact
the County Administrator's office
at 231-882-0035

BENZIE COUNTY

Special Revenue Funds / Enterprise Funds 2018/19 Budget



Emergency Medical System

- 2018/19 Budget of \$1.9 Million
- .7910 Voted Mills
- 2,063 calls in 2017/2018 FY
- 4 Ambulances / 2 Echo Units
- 24/7/365 days a year



Advanced Life Support

Recycling/Solid Waste

- 2018/19 Budget of \$313,483
- Benzie County is a state leader in waste diversion
- In 2017/18 FY, 1,291 tons of materials were diverted from landfills
- 28 tons of tires, 22 tons of HHW & Electronics, and 153 tons of cardboard collected in 2017/18 FY
- Shredded paper is used by Benzie Organic Solutions for worm farming
- 100% participation in County Recycling Program
- \$25.00 per household



- 2018/19 Budget of \$747,917
- \$3.00 per 911 device surcharge
- 14,606 total dispatched incidents in 2017/2018 FY

FUTURE:

- Complete the transition from analog to IP based 9-1-1
- Smart911 expansion of subscribers
- Become fully staffed

Council on Aging

- 2018/19 Budget of 1,065,000
- .8460 Voted Mills
- 28% of the Benzie County Population is 60 or older
- In 2017/2018 FY
 - 81,989 meals provided
 - 70,184 Service Hours/Units provided
 - 1763 Seniors served
 - 29 Programs/Services provided to Seniors of Benzie County
 - 14,020 volunteer hours by 151 volunteers



Benzie Bus

- 2018/2019 Budget of \$1,620,686
- 50+% of budget comes from Federal/State match
- Less than 50% of budget comes from millage and farebox
- .4911 Voted Mills

2018/2019 Goals

- 2-3 new buses
- Promote services that meet transportation needs of the community



BENZIE BUS

Animal Control



- 2018/19 Budget of \$ 166,106
- .0977 Voted Millage
- 2017/2018 FY Total Cat Adoptions 188
- 2017/2018 FY Total Dog Adoptions 121
- 2017/2018 FY Total Cats Admitted 201
- 2017/2018 FY Total Dogs Admitted 237
- 2017/2018 FY Returned to Owners: 109 Dogs, 9 Cats



Supporting our Veterans

- 2018/19 Budget of \$56,000
- .04 Levied Mills
- 2017/2018 FY served 478 Veterans
- Final phase of Veterans Memorial, funded 100% through donations, will be completed by Spring 2019

Jail

- 2018/19 Budget of \$1,565,990
- .8841 Voted Mills
- Funded by millage, General Fund and Jail revenues



Road Commission

- 2018/2019 Budget of \$7.1 Million
- .9871 Voted Mills, generates \$1,012,784 to BCRC Budget
- 4.73 miles of primary roads and 6.38 miles of local roads upgraded in 2017/18 FY
- Since millage was passed in 2013, a total of 26.32 miles of primary roads and 34.86 miles of local roads have been upgraded.



Finance Report

BILLS TO BE APPROVED February 12, 2019

Motion to approve Vouchers in the amount of:

\$	206,467.16	General Fund (101)
\$	61,610.27	Jail Fund (213)
\$	44,093.76	Ambulance Fund & ALS (214)
\$	13,944.95	Funds 105-238
\$	5,026.02	ACO Fund (247)
\$	485.13	Building (249)
\$	18,174.97	Dispatch 911 Fund (261)
\$	106,774.57	Funds 239-292
\$	114,975.85	Funds 293-640
\$	45,932.49	701 Fund
\$	-	Trust and Agency Funds & MSU Trust and Agency Fund (702-771)
\$	617,485.17	

RECEIVED

FEB 07 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

[illegible]

206-K-9 Fund	230-BVTMC	269-Law Library	310-Gov't Ctr Addition-Debt
207-Sheriff Reserve's	232-Planning/Zoning	270-Platte River Bridge	315-Benzie Leelanau Health
208-Dive Team	235-CBDG	271-Housing Grant	321-Jail Bond
209-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							
101-101-860.00	TRAVEL	FARRELL, LINDA	NEW COMMISSIONER TRAINING AT TREET	10173J	01/24/19	99.15	68679
101-101-860.00	TRAVEL	FARRELL, LINDA	MILEAGE FOR JANUARY 2019	MILEAGE	02/07/19	32.48	68793
101-101-860.00	TRAVEL	JEANNOT, ART	MILEAGE FOR JANUARY 2019	MILEAGE	02/07/19	52.20	68809
101-101-860.00	TRAVEL	SAUER, GARY	MILEAGE FOR JANUARY 2019	MILEAGE	02/07/19	121.22	68862
101-101-860.00	TRAVEL	TAYLOR, SHERRY	MILEAGE FOR JANUARY 2019	MILEAGE	02/07/19	28.07	68881
101-101-860.00	TRAVEL	WARSECKE, EVAN	MILEAGE FOR JANUARY 2019	MILEAGE	02/07/19	58.00	68907
101-101-900.00	PRINTING & PUBLISHING	PIONEER GROUP	BOC MEETING & COMMITTEE APPT	43100200	02/07/19	110.50	68851
Total For Dept 101 BOARD OF COMMISSIONERS						501.62	
Dept 131 CIRCUIT COURT							
101-131-702.00	CIR CT JUDGE	MANISTEE COUNTY - ADM	DECEMBER 2018 SHARED EXPENSES	DECEMBER 2018	02/07/19	1,524.13	68824
101-131-702.03	CIR CT ADMIN SAL	MANISTEE COUNTY - ADM	DECEMBER 2018 SHARED EXPENSES	DECEMBER 2018	02/07/19	1,827.67	68824
101-131-704.00	WAGES-COURT REPORTER	MANISTEE COUNTY - ADM	DECEMBER 2018 SHARED EXPENSES	DECEMBER 2018	02/07/19	1,766.41	68824
101-131-704.01	WAGES - ADR CLERK	MANISTEE COUNTY - ADM	DECEMBER 2018 SHARED EXPENSES	DECEMBER 2018	02/07/19	1,325.46	68824
101-131-704.02	WAGES-CLERICAL ASSISTANT	MANISTEE COUNTY - ADM	DECEMBER 2018 SHARED EXPENSES	DECEMBER 2018	02/07/19	1,023.17	68824
101-131-712.00	WAGES - RESEARCH ATTORNE	MANISTEE COUNTY - ADM	DECEMBER 2018 SHARED EXPENSES	DECEMBER 2018	02/07/19	1,026.67	68824
101-131-725.00	COST OF FRINGE BENEFITS	MANISTEE COUNTY - ADM	DECEMBER 2018 SHARED EXPENSES	DECEMBER 2018	02/07/19	5,264.80	68824
101-131-727.00	OFFICE SUPPLIES	MANISTEE COUNTY	DECEMBER 2018 REIMBURSEMENTS	DECEMBER 2018	02/07/19	107.69	68695
101-131-805.00	COURT APPOINTED ATTORNEY	CICCHELLI, ANTHONY	DECEMBER CT. APPT ATTNY	01/7/19	01/24/19	675.00	68657
101-131-805.00	COURT APPOINTED ATTORNEY	CICCHELLI, ANTHONY	COURT APPTY ATTNY JANUARY 2019	1828	02/07/19	225.00	68772
101-131-807.00	JURY FEES	FELICZAK, KAREN	SNACKS FOR JURORS	18-2570-FC	01/24/19	14.32	68680
101-131-810.00	LEGAL FEES	CICCHELLI, ANTHONY	MONTHLY COURT APPT ATTORNEY FOR 20	FEBRUARY 2019	02/07/19	2,465.00	68772
101-131-810.00	LEGAL FEES	GRAFF, JACOB	MONTHLY COURT APPT ATTORNEY FOR 20	FEBRUARY 2019	02/07/19	1,703.00	68797
101-131-810.00	LEGAL FEES	HUFT, DAVID G. ATTY	MONTHLY COURT APPT ATTORNEY FOR 20	FEBRUARY 2019	02/07/19	2,465.00	68802
101-131-810.00	LEGAL FEES	MCCARN-DINEHART, TRAC	MONTHLY COURT APPT ATTORNEY FOR 20	FEBRUARY 2019	02/07/19	762.00	68831
101-131-810.00	LEGAL FEES	SMITH, MICHAEL LAWRE	MONTHLY COURT APPT ATTORNEY FOR 20	FEBRUARY 2019	02/07/19	2,465.00	68871
101-131-810.00	LEGAL FEES	SPILLAN, JOHN	MONTHLY COURT APPT ATTORNEY FOR 20	FEBRUARY 2019	02/07/19	1,703.00	68872
101-131-813.00	PROBATION EXPENSES	WELLS FARGO VENDOR VI	COPIER PROBATION/PAROLE	69116228	02/07/19	67.52	68909
101-131-860.00	TRAVEL	FELICZAK, KAREN	MILEAGE/MEALS 01/9-01/10/19	MILEAGE/MEALS	01/24/19	98.88	68680
101-131-860.00	TRAVEL	LUCIUS, KATLYN	MILEAGE/LUNCH	MILEAGE/LUNCH	01/24/19	10.00	68694
101-131-860.00	TRAVEL	QUAGLIA, VINCENT	MILEAGE/MEALS FOR DECEMBER 2018	MILEAGE/MEALS	01/24/19	297.30	68708
101-131-860.00	TRAVEL	HEINS, PATRICIA	TRAVEL FOR JANUARY 2019	JANUARY 2019	02/07/19	78.88	68800
101-131-962.00	JIS RELATED COSTS	MANISTEE COUNTY - ADM	DECEMBER 2018 SHARED EXPENSES	DECEMBER 2018	02/07/19	638.08	68824
Total For Dept 131 CIRCUIT COURT						27,533.98	
Dept 136 DISTRICT COURT							
101-136-727.00	OFFICE SUPPLIES	MCCARDEL WATER CONDIT	5 BOTTLES / DELIVERY FEE	435513	01/24/19	37.50	68699
101-136-727.00	OFFICE SUPPLIES	MCCARDEL WATER CONDIT	5 BOTTLED WATER/DELIVERY/FEB RENTA	54-3110	02/07/19	46.50	68830
101-136-727.00	OFFICE SUPPLIES	OFFICE DEPOT	HP INK / CD-R'S / PENCILS / PENS /	255433278001	02/07/19	171.61	68847
101-136-801.00	CONTRACTED SERV-SOBRIETY	LIFELOC TECHNOLOGIES	PORTABLE BREATH TESTER / MOUTHPIEC	316274	02/07/19	295.00	68820
101-136-805.00	COURT APPOINTED ATTORNEY	KEHR, LINDA MOOREY	L WILSON	17-0093-GL	01/24/19	200.00	68689
101-136-805.00	COURT APPOINTED ATTORNEY	SMITH, MICHAEL LAWRE	SUSSEX / REGALDO	DP177	01/24/19	500.00	68715
101-136-805.00	COURT APPOINTED ATTORNEY	CICCHELLI, ANTHONY	C SMITH	17-342-FY	02/07/19	250.00	68773
101-136-805.00	COURT APPOINTED ATTORNEY	HUFT, DAVID G. ATTY	ALBRIGHT	13-051-SM	02/07/19	250.00	68803
101-136-805.00	COURT APPOINTED ATTORNEY	HUFT, DAVID G. ATTY	S JONES	18-465-ST	02/07/19	250.00	68804
101-136-805.00	COURT APPOINTED ATTORNEY	JOHNSON, BRIAN	NICOLANTI	DP195	02/07/19	70.00	68812
101-136-805.00	COURT APPOINTED ATTORNEY	LAW OFFICE OF HEATHER	PUTNEY / HORRAT	DP199	02/07/19	515.00	68819
101-136-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELLULAR PHONE BILLING 12/13-01/12	842083652	01/24/19	99.05	68730
101-136-962.20	JIS RELATED COSTS	STATE OF MICHIGAN	JAN - FEB - MARCH 2019 USER FEES (	DP200	02/07/19	917.93	68876
101-136-970.00	EQUIPMENT	I. T. RIGHT	PROBATE REG COMPUTER	20158458	01/24/19	780.00	68686
101-136-970.00	EQUIPMENT	MANISTEE COUNTY - ADM	DECEMBER 2018 SHARED EXPENSES	DECEMBER 2018	02/07/19	448.28	68824
Total For Dept 136 DISTRICT COURT						4,830.87	

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Fund 101 GENERAL FUND							
Dept 265 BUILDING & GROUNDS							
101-265-749.00	VEHICLE REPAIRS	COREY'S BIG DOG TOWIN	PLOW TRUCK TO WATSONS	8730	02/07/19	100.00	68781
101-265-750.00	MAINTENANCE SUPPLIES	CRYSTAL COPIES	CLACK PRINTER CARTRIDGE	01/18/18	01/24/19	32.99	68665
101-265-750.00	MAINTENANCE SUPPLIES	KSS ENTERPRISES	CLEANING SUPPLIES	1135277	02/07/19	440.56	68817
101-265-750.00	MAINTENANCE SUPPLIES	KSS ENTERPRISES	CLEANING SUPPLIES	1137893	02/07/19	165.19	68817
101-265-750.00	MAINTENANCE SUPPLIES	NAPA AUTO SUPPLY, INC	WIPERS FOR PLOW TRUCK	5366-426846	02/07/19	36.70	68841
101-265-750.00	MAINTENANCE SUPPLIES	NUGENT HARDWARE	BATTERIES AAA, SUPER GLUE, GLOVES	157451	02/07/19	28.13	68845
101-265-800.00	CONTRACTED SERVICES	GOTTSCALK CLEANING S	CLEANING SERVICE FOR JANUARY 2019	807	02/07/19	3,200.00	68796
101-265-820.00	SNOW REMOVAL	KSS ENTERPRISES	ICE MELT	1135278	02/07/19	1,139.60	68817
101-265-850.00	TELEPHONE	TELENET WORLDWIDE	GVMT CENTER PRI FOR FAXES	156202	01/24/19	466.52	68719
101-265-850.00	TELEPHONE	ATEF	PRI FOR GVMT CENTER	171-800-2423-00	02/07/19	1,027.01	68748
101-265-850.00	TELEPHONE	PACIFIC TELEMANAGEMENT	PAY PHONE FOR FEBRUARY 2019	2011676	02/07/19	50.00	68848
101-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELLULAR PHONE BILLING 12/13-01/12	842083652	01/24/19	104.77	68730
101-265-922.00	WATER & SEWER	VILLAGE OF BEULAH	4TH QTR WATER BILL GVMT CENTER	4TH QTR	01/24/19	795.80	68731
101-265-923.00	FUEL - NATURAL GAS	DTE ENERGY	GVMT CENTER NATURAL GAS 12/12-01/1	910020931200	01/24/19	1,062.07	68674
101-265-924.00	ELECTRIC	CONSUMERS ENERGY	GARAGE ELECTRIC 12/13-01/14/19	100005868649	01/24/19	159.15	68661
101-265-924.00	ELECTRIC	CONSUMERS ENERGY	GOVERNMENT CENTER ELECTRIC 12/11-1	100000514248	01/24/19	4,979.61	68662
101-265-935.00	BUILDING REPAIRS	TOP LINE ELECTRIC LLC	REPLACE EXISTING CAT 5E CABLE WITH	11/29/18	01/24/19	3,400.00	68722
101-265-935.00	BUILDING REPAIRS	HURST MECHANICAL	TROUBLESHOOT CONTROLS	S25658	02/07/19	440.26	68805
101-265-935.00	BUILDING REPAIRS	TOP LINE ELECTRIC LLC	INSTALL FLOOR BOX IN COMMISSIONERS	11471	02/07/19	1,550.00	68890
101-265-939.00	BUILDING REPAIRS	TOP LINE ELECTRIC LLC	REMAINING 10% - WIRING PROJECT	10896	01/24/19	5,344.40	68721
CAPITAL IMPROVEMENTS						24,522.76	
Dept 266 LEGAL & CONTRACTED SERVICES							
101-266-810.00	LEGAL FEES	COHL, STOKER, TOSKEY,	RETAINER FOR DECEMBER 2018	RETAINER	01/24/19	1,833.34	68659
101-266-810.00	LEGAL FEES	COHL, STOKER, TOSKEY,	NON RETAINER EXPENSES FOR DECEMBER	NON RETAINER	01/24/19	334.66	68659
101-266-810.00	LEGAL FEES	CUMMINGS, MCCLOREY, D	FILE #107825 LEGAL FEES	254851	01/24/19	3,797.60	68666
101-266-815.20	ADMINISTRATION FEES - MA	MANISTEE COUNTY - ADM	DECEMBER 2018 SHARED EXPENSES	DECEMBER 2018	02/07/19	1,166.67	68824
Total For Dept 266 LEGAL & CONTRACTED SERVICES						7,132.27	
Dept 267 PROSECUTING ATTORNEY							
101-267-727.00	OFFICE SUPPLIES	TRAVERSE AREA PUBLIC	ENVELOPES	149027	02/07/19	151.59	68892
101-267-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELLULAR PHONE BILLING 12/13-01/12	842083652	01/24/19	39.41	68730
101-267-901.00	RESOURCE MATERIALS	JILL TOOLEY	DEMITROFF TRANSCRIPT 27 PAGES @ 2.	01/17/19	02/07/19	55.35	68810
101-267-955.00	CONVENTIONS & MEETINGS	VISA-SARA SWANSON	VISA BILL	01/16/19	02/07/19	40.00	68903
Total For Dept 267 PROSECUTING ATTORNEY						286.35	
Dept 275 DRAIN COMMISSION							
101-275-819.00	CONTRACT SERVICE - LAKE	DIXON, CRAIG	MONTHLY CONTRACTED SERVICES FOR DA	FEBRUARY 2019	02/07/19	333.33	68786
Total For Dept 275 DRAIN COMMISSION						333.33	
Dept 285 CENTRAL SERVICES							
101-285-730.00	POSTAGE	RESERVE ACCOUNT	POSTAGE FOR METER	46789160	02/07/19	2,500.00	68855
101-285-930.00	EQUIPMENT REPAIR	NETLINK BUSINESS SOLU	4TH QUARTER COPIES	137762	01/24/19	2,256.69	68702
101-285-930.00	EQUIPMENT REPAIR	NETLINK BUSINESS SOLU	1ST QUARTER COPIES	137851	01/24/19	1,988.97	68702
101-285-940.20	EQUIPMENT LEASE	TEAM FINANCIAL GROUP,	PROSECUTORS COPIER	40023293	01/24/19	122.00	68718
101-285-940.20	EQUIPMENT LEASE	TEAM FINANCIAL GROUP,	ADMIN COPIER	40020703	02/07/19	106.80	68882
101-285-940.20	EQUIPMENT LEASE	TEAM FINANCIAL GROUP,	EQUALIZATION/COPIER ROOM	10020522	02/07/19	279.35	68882
Total For Dept 285 CENTRAL SERVICES						7,253.81	
Dept 286 TECHNOLOGY SUPPORT							
101-286-963.00	COMPUTER SUPPORT	I.T. RIGHT	MONTHLY CONTRACT SERVICES	20158272	02/07/19	3,750.00	68806
101-286-963.00	COMPUTER SUPPORT	MILLENNIA TECHNOLOGIE	RESET PASSWORD ON PHONE SYSTEM	131018	02/07/19	57.50	68838
101-286-970.00	EQUIPMENT	VISA-MITCHELL DEISCH	VISA FOR DECEMBER 2018	### ### ### 089	01/24/19	30.98	68734

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Fund 101 GENERAL FUND							
Dept 286 TECHNOLOGY SUPPORT							
Total For Dept 286 TECHNOLOGY SUPPORT						3,838.48	
Dept 301 SHERIFF							
101-301-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVIC	OFF SUPP	LYGG-FHMG-DYMX	02/07/19	39.99	68745
101-301-748.00	GAS, OIL & GREASE	SHELL FLEET PLUS	FUEL 12202018 TO 01192019	00000006528127	02/07/19	184.04	68865
101-301-748.00	GAS, OIL & GREASE	XPRESS LUBE	18-2 OIL CHANGE	39989	02/07/19	57.85	68913
101-301-748.00	GAS, OIL & GREASE	XPRESS LUBE	15-1 OIL CHANGE	40076	02/07/19	48.90	68913
101-301-748.00	GAS, OIL & GREASE	XPRESS LUBE	16-1 OIL CHANGE	39738	02/07/19	50.90	68913
101-301-751.00	UNIFORMS	AMAZON CAPITAL SERVIC	BATRY FLSH LIGHTS	1F94-PKQ6-DFHY	02/07/19	65.46	68745
101-301-751.00	UNIFORMS	MICHIGAN SHERIFFS ASS	UNIFORM HATS	20181076	02/07/19	111.81	68836
101-301-751.00	UNIFORMS	VISA=TROY LAMERSON	UNIF/T&S TNT INVESTIGATIONS	JAN 2019	02/07/19	413.58	68905
101-301-751.00	UNIFORMS	VISA=TSCHENDEL 7161	VECH EQIP/DOES/UNIFORMS	JAN 2019	02/07/19	87.00	68906
101-301-752.10	DRY CLEANERS	ROBBIE'S DRY CLEANERS	DRY CLN JAN 2019	2511	02/07/19	69.25	68858
101-301-850.00	TELEPHONE	VERIZON WIRELESS	CELLULAR PHONE BILLING 12/13-01/12	842083652	01/24/19	378.61	68729
101-301-850.00	TELEPHONE	TELNET WORLDWIDE	TELEPHONE	157240	02/07/19	579.09	68884
101-301-855.00	RADIO MAINTENANCE/EQUIPM	GRAND TRAVERSE MOBILE	14-4 WIRELESS REPAIR	51414	02/07/19	42.50	68798
101-301-940.00	LEASED PATROL & SHERIFF	WATSON BENZIE LLC	1/2 DOWNPAYMENT/BALANCE FINANCED 1	2019 CHARGER	01/25/19	14,128.00	68736
101-301-963.00	COMPUTER SUPPORT	ATLAS BUSINESS SOLUTI	SCH ANYWHERE LICENSE 50 EMPLOYEES	INV291539	02/07/19	450.00	68750
101-301-980.00	VEHICLE EQUIPMENT	AMAZON CAPITAL SERVIC	CAMRA/TRIPOD JAIL /WIPERS	1F4J-9DCK-9C6H	02/07/19	81.99	68745
101-301-980.00	VEHICLE EQUIPMENT	AMAZON CAPITAL SERVIC	WIPERS	1F94-PKQ6-63CX	02/07/19	52.44	68745
101-301-980.00	VEHICLE EQUIPMENT	NAPA AUTO SUPPLY, INC	18-3 WIPERS	5366-426114	02/07/19	36.98	68841
101-301-980.00	VEHICLE EQUIPMENT	NAPA AUTO SUPPLY, INC	WIPERS JRNY 1	5366-426179	02/07/19	35.98	68841
101-301-980.00	VEHICLE EQUIPMENT	VISA=TSCHENDEL 7161	VECH EQIP/DOES/UNIFORMS	JAN 2019	02/07/19	230.00	68906
Total For Dept 301 SHERIFF						17,144.37	
Dept 333 SECONDARY ROAD PATROL							
101-333-725.00	FRINGE BENEFITS	ADVANCED BENEFIT SOLU	JANUARY 2019 VISION INSURANCE	187343	01/24/19	25.46	68651
101-333-725.00	FRINGE BENEFITS	ADVANCED BENEFIT SOLU	COBRA DMINISTRATIVE FEE JANUARY 20	187343	01/24/19	22.90	68651
101-333-725.00	FRINGE BENEFITS	BLUE CARE NETWORK	EMPLOYEE HEALTHCARE FOR FEBRUARY 2	190080017278	01/24/19	1,015.24	68655
101-333-725.00	FRINGE BENEFITS	DEARBORN NATIONAL	ST, LT, AD & D LIFE INSURANCE FEBR	FEBRUARY 2019	01/24/19	37.66	68670
101-333-725.00	FRINGE BENEFITS	DELTA DENTAL PLAN OF	DELTA DENTAL FEBRUARY 2019	RIS0002136916	01/24/19	120.61	68671
101-333-725.00	FRINGE BENEFITS	EHIM	PRESCRIPTIONS FOR 12/31-1/13/19	235541	02/07/19	209.58	68790
101-333-725.00	FRINGE BENEFITS	EHIM	PRESCRIPTION COVERAGE 1/14-1/27-19	236148	02/07/19	19.24	68790
Total For Dept 333 SECONDARY ROAD PATROL						1,450.69	
Dept 426 EMERGENCY MANAGEMENT							
101-426-725.00	FRINGE BENEFITS	ADVANCED BENEFIT SOLU	JANUARY 2019 VISION INSURANCE	187343	01/24/19	9.83	68651
101-426-725.00	FRINGE BENEFITS	ADVANCED BENEFIT SOLU	COBRA DMINISTRATIVE FEE JANUARY 20	187343	01/24/19	18.40	68651
101-426-725.00	FRINGE BENEFITS	BLUE CROSS BLUE SHIEL	FEBRUARY 2019 HEALTHCARE COVERAGE	007016437	01/24/19	354.54	68656
101-426-725.00	FRINGE BENEFITS	DEARBORN NATIONAL	ST, LT, AD & D LIFE INSURANCE FEBR	FEBRUARY 2019	01/24/19	39.34	68670
101-426-725.00	FRINGE BENEFITS	DELTA DENTAL PLAN OF	DELTA DENTAL FEBRUARY 2019	RIS0002136916	01/24/19	36.87	68671
101-426-725.00	FRINGE BENEFITS	EHIM	PRESCRIPTIONS FOR 12/31-1/13/19	235541	02/07/19	0.60	68790
101-426-727.00	OFFICE SUPPLIES	VISA=FRANK POST	PAYMENT ON VISA CHARGES ENDING 01-	VISA ENDING 1-2	01/24/19	45.15	68732
101-426-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	PRINTER INK, EASEL PADS AND CREDIT	437620-0	02/07/19	302.75	68808
101-426-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	BINDERS AND DIVIDERS	436920-0	02/07/19	194.86	68808
101-426-850.00	TELEPHONE	VERIZON WIRELESS	CELLULAR PHONE BILLING 12/2-1/1/19	786787479	01/24/19	49.20	68725
101-426-850.00	TELEPHONE	VERIZON WIRELESS	CELLULAR PHONE BILLING 12/13-01/12	842083652	01/24/19	65.36	68730
101-426-850.00	TELEPHONE	SPRINT SOLUTIONS, INC	SPRINT EMERGENCY PHONES	186375861-041	02/07/19	7.14	68873
101-426-860.00	TRAVEL	POST, FRANK	MILEAGE REIMBURSEMENT ENDING 1-26-	MILEAGE ENDS 1-	02/07/19	73.08	68853
101-426-970.00	EQUIPMENT	VISA=FRANK POST	PAYMENT ON VISA CHARGES ENDING 01-	VISA ENDING 1-2	01/24/19	907.80	68732
Total For Dept 426 EMERGENCY MANAGEMENT						2,104.92	
Dept 648 MEDICAL EXAMINER							
101-648-800.00	CONTRACTED SERVICES	MANISTEE COUNTY - ADM	DECEMBER 2018 SHARED EXPENSES	DECEMBER 2018	02/07/19	1,922.82	68824

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Fund 101 GENERAL FUND							
Dept 648 MEDICAL EXAMINER							
101-648-835.00	IAB FEES	NMS LABS	LAB FEES FOR MEDICAL EXAMINER	1073263	01/24/19	1,358.00	68703
101-648-959.00	FORENSIC AUTOPSIES	GOSLINSKI, LOIS R. D	MEDICAL EXAMINER AUTOPSYS JANUARY	BNZ19-001,002,0	02/07/19	3,600.00	68795
101-648-970.00	EQUIPMENT- MEDICAL EXAMI	HEALTHCARE WASTE MANA	MEDICAL WAST SERVICE 31 DRUM	193738	01/24/19	420.00	68684
101-648-970.00	EQUIPMENT- MEDICAL EXAMI	TRINITY FLUIDS	MEDICAL EXAMINER SUPPLIES	7162	02/07/19	317.32	68895
			Total For Dept 648 MEDICAL EXAMINER			7,618.14	
Dept 670 DHHS BOARD							
101-670-721.00	PER DIEM - DHS BOARD	ANN LOVELESS	PER DIEM FOR DHS MEETINGS	PER DIEM	01/24/19	70.00	68652
101-670-721.00	PER DIEM - DHS BOARD	HARRISON, SCOTT	PER DIEM FOR DHS MEETINGS	PER DIEM	01/24/19	70.00	68683
			Total For Dept 670 DHHS BOARD			140.00	
Dept 721 PLANNING DEPARTMENT							
101-721-961.01	TRAINING & CONFERENCES -	DUNHAM-THAYER, IRENE	MSU CITIZEN PLANNER PROGRAM	CITIZEN PLANNER	01/24/19	295.00	68676
101-721-961.01	TRAINING & CONFERENCES -	EDWARDS, VINCE	MSU EXTENSION CITIZEN PLANNER PROG	CITIZEN PLANNER	01/24/19	295.00	68677
			Total For Dept 721 PLANNING DEPARTMENT			590.00	
Dept 751 PARKS & RECREATION DEPARTMENT							
101-751-800.00	CONTRACTED SERVICES	SMENDZUIK, JOHN	FIELD WORK ON PARK PROJECT CRYSTAL	12/27/18	02/07/19	2,800.00	68870
			Total For Dept 751 PARKS & RECREATION DEPARTMENT			2,800.00	
Dept 851 INSURANCE & BONDS							
101-851-725.06	LIFE INSURANCE	DEARBORN NATIONAL	ST, LT, AD & D LIFE INSURANCE FEBR	FEBRUARY 2019	01/24/19	201.67	68670
101-851-828.30	INSURANCE CLAIMS	GREGORY MEIHN	JUDGEMENT ON SETTLEMENT	6/26/18	02/04/19	17,500.00	68737
			Total For Dept 851 INSURANCE & BONDS			17,701.67	
Dept 852 MEDICAL INSURANCE							
101-852-715.00	RX UTILIZATION PROGRAM	EHIM	PRESCRIPTION COVERAGE FOR EMPLEE 1	234954	01/24/19	500.62	68678
101-852-715.00	RX UTILIZATION PROGRAM	EHIM	PRESCRIPTIONS FOR 12/31-1/13/19	235541	02/07/19	1,538.42	68790
101-852-715.00	RX UTILIZATION PROGRAM	EHIM	PRESCRIPTION COVERAGE 1/14-1/27-19	236148	02/07/19	1,861.94	68790
101-852-717.00	MEDICAL/DENTAL/VISION IN	ADVANCED BENEFIT SOLU	JANUARY 2019 VISION INSURANCE	187343	01/24/19	845.29	68651
101-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	EMPLOYEE HEALTHCARE FOR FEBRUARY 2	190080017278	01/24/19	31,878.48	68655
101-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CROSS BLUE SHIEL	FEBRUARY 2019 HEALTHCARE COVERAGE	007016437	01/24/19	850.91	68656
101-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	DELTA DENTAL FEBRUARY 2019	RIS0002136916	01/24/19	3,570.26	68671
101-852-717.00	MEDICAL/DENTAL/VISION IN	CONQUEST, JEFF	MONTHLY RETIREE HEALTHCARE SUPPLEM	FEBRUARY 2019	02/07/19	175.00	68778
101-852-717.00	MEDICAL/DENTAL/VISION IN	KOSIBOSKI, JEFFREY	MONTHLY RETIREE HEALTHCARE SUPPLEM	FEBRUARY 2019	02/07/19	175.00	68816
101-852-717.00	MEDICAL/DENTAL/VISION IN	TUCKER, DAVID	MONTHLY RETIREE HEALTHCARE SUPPLEM	FEBRUARY 2019	02/07/19	175.00	68896
101-852-717.01	MEDICAL INSURANCE TO MAN	MANISTEE COUNTY - ADM	DECEMBER 2018 SHARED EXPENSES	DECEMBER 2018	02/07/19	1,401.93	68824
101-852-718.00	SHORT/LONG TERM DISABILI	DEARBORN NATIONAL	ST, LT, AD & D LIFE INSURANCE FEBR	FEBRUARY 2019	01/24/19	1,191.10	68670
101-852-800.00	CONTRACTED SERVICES - CA	ADVANCED BENEFIT SOLU	CORRA DMINISTRATIVE FEE JANUARY 20	187343	01/24/19	917.20	68651
101-852-874.00	MEDICAL INSURANCE - RET	ADVANCED BENEFIT SOLU	JANUARY 2019 VISION INSURANCE	187343	01/24/19	33.87	68651
101-852-874.00	MEDICAL INSURANCE - RET	DELTA DENTAL PLAN OF	DELTA DENTAL FEBRUARY 2019	RIS0002136916	01/24/19	145.06	68671
			Total For Dept 852 MEDICAL INSURANCE			45,260.08	
Dept 870 UNEMPLOYMENT INSURANCE							
101-870-725.04	UNEMPLOYMENT INS	UNEMPLOYMENT INSURANC	UNEMPLOYMENT INSURANCE PAYMENT 201	L0050756369	01/24/19	7,240.00	68724
			Total For Dept 870 UNEMPLOYMENT INSURANCE			7,240.00	
Dept 871 WORKERS COMPENSATION INSURANCE							
101-871-828.00	WORKERS COMP INSURANCE	MICHIGAN COUNTIES WOR	2019 1ST QUARTER INSTALLMENT	1725	01/24/19	7,682.93	68700
			Total For Dept 871 WORKERS COMPENSATION INSURANCE			7,682.93	
Fund 205 TNT OFFICER MILLAGE FUND							
			Total For Fund 101 GENERAL FUND			206,467.16	

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Fund 205 TNT OFFICER MILLAGE FUND							
Dept 000							
205-000-725.00	FRINGE BENEFITS	ADVANCED BENEFIT SOLU	JANUARY 2019 VISION INSURANCE	187343	01/24/19	25.46	68651
205-000-725.00	FRINGE BENEFITS	ADVANCED BENEFIT SOLU	COBRA DMINISTRATIVE FEE JANUARY 20	187343	01/24/19	22.90	68651
205-000-725.00	FRINGE BENEFITS	BLUE CARE NETWORK	EMPLOYEE HEALTHCARE FOR FEBRUARY 2	190080017278	01/24/19	1,015.24	68655
205-000-725.00	FRINGE BENEFITS	DEARBORN NATIONAL	ST, LT, AD & D LIFE INSURANCE FEBR	FEBRUARY 2019	01/24/19	39.18	68670
205-000-725.00	FRINGE BENEFITS	DELTA DENTAL PLAN OF	DELTA DENTAL FEBRUARY 2019	RIS0002136916	01/24/19	120.61	68671
205-000-725.00	FRINGE BENEFITS	EHIM	PRESCRIPTIONS FOR 12/31-1/13/19	235541	02/07/19	2.40	68790
205-000-748.00	GAS, OIL & GREASE	SHELL FLEET PLUS	FUEL 12202018 TO 01192019	000000006528127	02/07/19	44.80	68865
205-000-840.00	INTELL/INVESTIGATIONS	BENZIE COUNTY SHERIFF	PRIS TRANS/INTEL	PETTY CASH DEC/	02/07/19	38.49	68756
205-000-840.00	INTELL/INVESTIGATIONS	TRANSUNION RISK & ALT	INTELL	02012019	02/07/19	210.00	68891
205-000-840.00	INTELL/INVESTIGATIONS	VISA-TROY LAMERSON	UNIF/T&S TNT INVESTIGATIONS	JAN 2019	02/07/19	84.57	68905
205-000-961.00	TRAINING & SCHOOLS	VISA-TROY LAMERSON	UNIF/T&S TNT INVESTIGATIONS	JAN 2019	02/07/19	732.32	68905
205-000-970.00	EQUIPMENT	GRAND TRAVERSE MOBILE	INSTAL EQUIP NMTNTVEHICLE	51262	02/07/19	534.68	68798
205-000-970.00	EQUIPMENT	GRAND TRAVERSE MOBILE	REMOVE EQUIPTOLD TNT TRK	51249	02/07/19	85.00	68798
205-000-970.00	EQUIPMENT	VISA-TSCHEDEL 7161	VECH EQUIP/DUES/UNIFORMS	JAN 2019	02/07/19	219.29	68906
			Total For Dept 000			3,174.94	
Dept 871 WORKERS COMPENSATION INSURANCE							
205-871-828.00	INSURANCE & BONDS	MICHIGAN COUNTIES WOR	2019 1ST QUARTER INSTALLMENT	1725	01/24/19	408.43	68700
			Total For Dept 871 WORKERS COMPENSATION INSURANC			408.43	
			Total For Fund 205 TNT OFFICER MILLAGE FUND			3,583.37	
Fund 209 SCHOOL RESOURCE OFFICER							
Dept 000							
209-000-940.00	LEASED PATROL & SHERIFF	DIGITAL-ALLY	19-4 SRO CAMERAS	1105413	02/07/19	5,045.00	68784
209-000-940.00	LEASED PATROL & SHERIFF	VISA-TROY LAMERSON	UNIF/T&S TNT INVESTIGATIONS	JAN 2019	02/07/19	2,765.51	68905
			Total For Dept 000			7,810.51	
			Total For Fund 209 SCHOOL RESOURCE OFFICER			7,810.51	
Fund 213 JAIL OPERATIONS FUND							
Dept 265 BUILDING & GROUNDS							
213-265-783.00	EQUIP. SERVICES & SUPPLI	KSS ENTERPRISES	DETERGENT/PT/DP BLUE	1135275	02/07/19	372.68	68817
213-265-783.00	EQUIP. SERVICES & SUPPLI	KSS ENTERPRISES	PT,DIS WIPES,SHMPOO,SOAP, SS CLEAN	1138881	02/07/19	254.67	68817
213-265-783.00	EQUIP. SERVICES & SUPPLI	NUGENT HARDWARE	BRUSH/BRM/DP/PEG BRD/HOOKS,ESTNRS	01252019 1444	02/07/19	102.87	68845
213-265-783.00	EQUIP. SERVICES & SUPPLI	SHOP AND SAVE	JAIL MED/SUPP/LAUNDRY	02022019	02/07/19	68.07	68867
213-265-784.00	GARBAGE PICK-UP	AMERICAN WASTE	DISPOSAL FEB 2019	2880303	02/07/19	100.00	68746
213-265-850.00	TELEPHONE	CHARTER COMMUNICATION	JAN/FEB SERVICE	0010078011219	02/07/19	38.14	68770
213-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELLULAR PHONE BILLING 12/2-1/1/19	786787479	01/24/19	3.43	68725
213-265-922.00	WATER & SEWER	HURST MECHANICAL	ISP RF TOP DB UNIT	S25657	02/07/19	349.79	68805
213-265-922.00	WATER & SEWER	VILLAGE OF BEULAH	WATER BILL 1022-01102019	S094 01102019	02/07/19	1,837.86	68899
213-265-923.00	FUEL - NATURAL GAS	DTE ENERGY	NAT GAS 910020929204	1217-0111	02/07/19	1,345.22	68787
213-265-924.00	ELECTRIC	CONSUMERS ENERGY	100000514313 ELECTRIC BILL	DEC/JAN ELECT	02/07/19	3,993.87	68779
213-265-935.00	JAIL REPAIRS	KNAPP, KEN	CUT KEYS/SERV CALL	1758	02/07/19	44.00	68815
			Total For Dept 265 BUILDING & GROUNDS			8,510.60	
Dept 351 JAIL - CORRECTIONS							
213-351-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVIC	JAIL OFF SUPP	1FLH-KFFF-4C64	02/07/19	24.95	68745
213-351-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVIC	MUD RUG FOR JAIL RECORDS	1N6F-H7DY-3JWX	02/07/19	47.85	68745
213-351-740.00	FOOD SUPPLIES	CANTEN SERVICES	MEALS JAN 2019	1VC27157	02/07/19	8,443.68	68764
213-351-742.00	KITCHEN SUPPLIES	AMAZON CAPITAL SERVIC	KITCH OFF SUPPLIES	1FLH-KFFF-3PCK	02/07/19	20.76	68745
213-351-748.00	GAS, OIL & GREASE	SHELL FLEET PLUS	FUEL 12202018 TO 01192019	000000006528127	02/07/19	139.19	68865
213-351-748.00	GAS, OIL & GREASE	VISA-DAN SMITH	VECH EQUIP / DUES	013019	02/07/19	2.53	68900

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Fund 213 JAIL OPERATIONS FUND							
Dept 351 JAIL - CORRECTIONS							
213-351-752.00	PRISONERS LAUNDRY	SHOP AND SAVE	JAIL MED/SUPP/LAUNDRY	02022019	02/07/19	23.94	68867
213-351-752.10	DRY CLEANERS	ROBBIE'S DRY CLEANERS	DRY CLN JAN 2019	2511	02/07/19	390.50	68858
213-351-834.00	PRISONER MEDICAL - BENZI	ADVANCED CORRECTIONAL	MAR2019 PRIS HC	82705	02/07/19	7,294.22	68742
213-351-834.00	PRISONER MEDICAL - BENZI	SHOP AND SAVE	JAIL MED/SUPP/LAUNDRY	02022019	02/07/19	23.08	68867
213-351-865.00	PRISONER TRANSFER	BENZIE COUNTY SHERIFF	PRIS TRANS/INTEL	137877	02/07/19	251.00	68756
213-351-940.20	EQUIPMENT LEASE - COPIER	NETLINK BUSINESS SOLU	COPIERS (3) MA 3 MONTH	0003407	02/07/19	531.22	68842
213-351-940.20	EQUIPMENT LEASE - COPIER	TEAM FINANCIAL GROUP,	CONTRACT 40019665-1 FEB 2019	0003407	02/07/19	461.25	68882
213-351-955.10	DOES & REGISTRATIONS	VISA-DAN SMITH	VECH EQUIP / DUES	013019	02/07/19	54.00	68900
213-351-961.04	PRISONERS SCHOOLING	HEITMAN, BARBARA	1/2 1/9 1/16 PRIS EDUCATION	01162019	02/07/19	360.00	68799
213-351-961.04	PRISONERS SCHOOLING	HEITMAN, BARBARA	1-18, 1-25, 2-1-19 PRIS GED	02012019	02/07/19	360.00	68799
213-351-963.00	COMPUTER EQUIPMENT	AMAZON CAPITAL SERVIC	COMPUTER EQUIP	1WW1-6K6H-64J7	02/07/19	68.97	68745
213-351-963.00	COMPUTER EQUIPMENT	AMAZON CAPITAL SERVIC	CAMERA/TRIPOD JAIL /WIPERS	1F4J-9DCK-9C6H	02/07/19	96.64	68745
213-351-963.00	COMPUTER EQUIPMENT	ATLAS BUSINESS SOLUTI	SCH ANYWHERE LICENSE 50 EMPLOYEES	INV291539	02/07/19	450.00	68750
213-351-963.00	COMPUTER EQUIPMENT	I.T. RIGHT	SHERIFF COMPUTER	20158234	02/07/19	1,969.00	68806
213-351-963.00	COMPUTER EQUIPMENT	ID NETWORKS, INC.	LIVESCANN 020119 TO 01312020	274330	02/07/19	4,495.00	68807
213-351-980.01	BIO-HAZARDS EQUIPMENT	LOU'S GLOVES	XL GLOVES	026494	02/07/19	76.00	68822
Total For Dept 351 JAIL - CORRECTIONS						25,583.78	
Dept 851 INSURANCE & BONDS							
213-851-725.06	LIFE INSURANCE	DEARBORN NATIONAL	ST, LT, AD & D LIFE INSURANCE FEBR FEBRUARY 2019		01/24/19	68.00	68670
Total For Dept 851 INSURANCE & BONDS						68.00	
Dept 852 MEDICAL INSURANCE							
213-852-715.00	RX UTILIZATION PROGRAM	EHIM	PRESCRIPTION COVERAGE FOR EMPLEE 1	234954	01/24/19	174.57	68678
213-852-715.00	RX UTILIZATION PROGRAM	EHIM	PRESCRIPTIONS FOR 12/31-1/13/19	235541	02/07/19	542.84	68790
213-852-715.00	RX UTILIZATION PROGRAM	EHIM	PRESCRIPTION COVERAGE 1/14-1/27-19	236148	02/07/19	4,981.77	68790
213-852-717.00	MEDICAL/DENTAL/VISION IN	ADVANCED BENEFIT SOLU	JANUARY 2019 VISION INSURANCE	187343	01/24/19	185.21	68651
213-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	EMPLOYEE HEALTHCARE FOR FEBRUARY 2	190080017278	01/24/19	8,731.05	68655
213-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	DELTA DENTAL FEBRUARY 2019	RIS0002136916	01/24/19	976.91	68671
213-852-718.00	SHORT/LONG TERM DISABILI	DEARBORN NATIONAL	ST, LT, AD & D LIFE INSURANCE FEBR FEBRUARY 2019		01/24/19	520.93	68670
213-852-800.00	CONTRACTED SERVICES - CA	ADVANCED BENEFIT SOLU	COBRA DMINISTRATIVE FEE JANUARY 20	187343	01/24/19	224.90	68651
Total For Dept 852 MEDICAL INSURANCE						16,338.18	
Dept 870 UNEMPLOYMENT INSURANCE							
213-870-725.04	UNEMPLOYMENT INS	UNEMPLOYMENT INSURANC	UNEMPLOYMENT INSURANCE PAYMENT 201	L0050756369	01/24/19	6,280.00	68724
Total For Dept 870 UNEMPLOYMENT INSURANCE						6,280.00	
Dept 871 WORKERS COMPENSATION INSURANCE							
213-871-828.00	WORKERS COMP INSURANCE	MICHIGAN COUNTIES WOR	2019 1ST QUARTER INSTALIMENT	1725	01/24/19	4,829.71	68700
Total For Dept 871 WORKERS COMPENSATION INSURANCE						4,829.71	
Fund 214 EMERGENCY MEDICAL SERVICES (EMS) FUND							
Dept 000							
214-000-307.03	NOTE PAYABLE	STATE SAVINGS BANK	STATEMENT-PMT FOR AMBULANCE	18319	02/07/19	3,408.39	68878
Total For Dept 000						3,408.39	
Dept 265 BUILDING & GROUNDS							
214-265-750.00	MAINTENANCE SUPPLIES	KSS ENTERPRISES	PAPER TOWEL AND TP	1137891	02/07/19	135.74	68817
214-265-820.00	SNOW REMOVAL	A J'S EXCAVATING LLC	SNOW PLOWING-JANUARY 2019	9393	02/07/19	595.00	68741
214-265-820.00	SNOW REMOVAL	A J'S EXCAVATING LLC	DECEMBER SNOW PLOWING	9235	02/07/19	35.00	68741
214-265-850.00	TELEPHONE	UWC	LONG DISTANCE JANUARY 2019	JANUARY 2019	02/07/19	1.76	68898
214-265-850.01	INTERNET SERVICE	CENTURYLINK	PHONES AND CABLE FOR ST 2. JAN 201	1-22-19	02/07/19	316.52	68768

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Fund 214 EMERGENCY MEDICAL SERVICES (EMS) FUND							
Dept 265 BUILDING & GROUNDS							
214-265-850.01	INTERNET SERVICE	CHARTER COMMUNICATION	FRANKFORT ST3 CABLE	0016011012219	02/07/19	245.38	68770
214-265-850.01	INTERNET SERVICE	DIRECT TV	ST 2 SATELLITE	35733800203	02/07/19	149.39	68785
214-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELLULAR PHONE BILLING 12/2-1/1/19	786787479	01/24/19	53.53	68725
214-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELLULAR PHONES 12/13-01/12/19	842083652	01/24/19	158.54	68728
214-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELLULAR PHONE BILLING 12/13-01/12	842083652	01/24/19	20.04	68730
214-265-922.00	WATER & SEWER	CITY OF FRANKFORT	FRANKFORT UTILITIES	JAN 19	02/07/19	119.80	68774
214-265-923.00	FUEL - PROPANE GAS	DTE ENERGY	227 PINE LANE - NATURAL GAS 12/12	910020931077	01/24/19	154.50	68672
214-265-923.00	FUEL - PROPANE GAS	DTE ENERGY	225 PARK AVE NATURAL GAS 12/12-01/	910020929022	01/24/19	122.90	68673
214-265-923.00	FUEL - PROPANE GAS	DTE ENERGY	1901 N. THOMPSONVILLE NATURAL GAS	920005954614	01/24/19	286.45	68675
214-265-924.00	ELECTRIC	CONSUMERS ENERGY	FRANKFORT EMS GARAGE	2-4-19	02/07/19	70.71	68779
214-265-924.00	ELECTRIC	CONSUMERS ENERGY	FRANKFORT EMS STATION	2-4-19B	02/07/19	122.17	68779
214-265-935.00	BUILDING REPAIRS	VISA=THOMAS KING	VISA BILL	1-16-19	02/07/19	73.75	68904
Total For Dept 265 BUILDING & GROUNDS						2,661.18	
Dept 655 ADVANCED LIFE SUPPORT (ALS)							
214-655-727.00	OFFICE SUPPLIES	MCCARDEL WATER CONDIT	DRINKING WATER FOR EMS	1182511	02/07/19	52.50	68829
214-655-727.00	OFFICE SUPPLIES	TEAM FINANCIAL GROUP, EMS COPIERS		40019080	02/07/19	198.34	68882
214-655-735.00	MEDICAL SUPPLIES	CLIA LABORATORY PROGR	CLIA LAB FEE	2019-2021	02/07/19	150.00	68775
214-655-735.00	MEDICAL SUPPLIES	MUNSON MEDICAL CENTER	MUNSON PHTLS AND PHARMACY KITS	12-31-18	02/07/19	810.00	68840
214-655-748.00	GAS, OIL & GREASE	SHELL FLEET PLUS	GAS BILL FOR DECEMBER 2018	079423216901	01/24/19	107.42	68713
214-655-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	JAN 19 FUEL BILL	1153	02/07/19	1,694.49	68754
214-655-748.00	GAS, OIL & GREASE	XPRESS LUBE	A33 OIL CHANGE	38227	02/07/19	68.90	68913
214-655-748.00	GAS, OIL & GREASE	XPRESS LUBE	A32 OIL CHANGE	39294	02/07/19	70.90	68913
214-655-748.00	GAS, OIL & GREASE	XPRESS LUBE	T62 OIL CHANGE	39969	02/07/19	70.90	68913
214-655-749.00	VEHICLE REPAIRS	THIRLEY AUTO - ALS/EM	BATTERY FOR TANGO 62	349762	02/07/19	138.38	68885
214-655-751.00	UNIFORMS	TELE-RAD, INC.	EMS WORK POLO SHIRT AND FLEECE	890007	02/07/19	151.98	68883
214-655-800.01	CONTRACTED SERVICES - BI	MUNSON MEDICAL CENTER	AUGUST EMS BILLING AMOUNT DUE MAY	8-31-18	02/07/19	1,000.00	68840
214-655-800.01	CONTRACTED SERVICES - BI	MUNSON MEDICAL CENTER	SEPTEMBER EMS BILLING	BEN0918	02/07/19	2,612.50	68840
214-655-800.01	CONTRACTED SERVICES - BI	MUNSON MEDICAL CENTER	NOVEMBER EMS BILLING	BEN1118	02/07/19	2,500.00	68840
214-655-800.01	CONTRACTED SERVICES - BI	MUNSON MEDICAL CENTER	DECEMBER EMS BILLING	BEN1218	02/07/19	2,775.00	68840
214-655-800.05	CONTRACTED SERVICES - TH	THOMPSONVILLE AMBULAN	JULY/AUG 2018 TRANSFERS	JULY/AUG	01/24/19	1,350.00	68720
214-655-855.00	RADIO MAINTENANCE/EQUIP	ID NETWORKS, INC.	ANNUAL SERVICE MAINT FEE FOR MOBIL	274328	02/07/19	249.00	68807
214-655-860.00	TRAVEL	KING, TOM	MEALS FOR EMS 1/23-1/24	MEALS	02/07/19	30.00	68814
214-655-961.00	TRAINING & SCHOOLS	MUNSON MEDICAL CENTER	MUNSON PHTLS AND PHARMACY KITS	12-31-18	02/07/19	245.00	68840
214-655-995.00	INTEREST ON DEBT	STATE SAVINGS BANK	STATEMENT-PMT FOR AMBULANCE	18319	02/07/19	71.47	68878
Total For Dept 655 ADVANCED LIFE SUPPORT (ALS)						14,346.78	
Dept 851 INSURANCE & BONDS							
214-851-725.06	LIFE INSURANCE	DEARBORN NATIONAL	ST, LT, AD & D LIFE INSURANCE FEBR	FEBRUARY 2019	01/24/19	59.50	68670
Total For Dept 851 INSURANCE & BONDS						59.50	
Dept 852 MEDICAL INSURANCE							
214-852-715.00	RX UTILIZATION PROGRAM	EHIM	PRESCRIPTIONS FOR 12/31-1/13/19	235541	02/07/19	234.69	68790
214-852-715.00	RX UTILIZATION PROGRAM	EHIM	PRESCRIPTION COVERAGE 1/14-1/27-19	236148	02/07/19	1,030.32	68790
214-852-717.00	MEDICAL/DENTAL/VISION IN	ADVANCED BENEFIT SOLU	JANUARY 2019 VISION INSURANCE	187343	01/24/19	268.93	68651
214-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	EMPLOYEE HEALTHCARE FOR FEBRUARY 2	190080017278	01/24/19	11,844.45	68655
214-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	DELTA DENTAL FEBRUARY 2019	RIS0002136916	01/24/19	1,395.22	68671
214-852-718.00	SHORT/LONG TERM DISABILI	DEARBORN NATIONAL	ST, LT, AD & D LIFE INSURANCE FEBR	FEBRUARY 2019	01/24/19	409.26	68670
214-852-800.00	CONTRACTED SERVICES - CA	ADVANCED BENEFIT SOLU	COBRA ADMINISTRATIVE FEE JANUARY 20	187343	01/24/19	299.05	68651
Total For Dept 852 MEDICAL INSURANCE						15,481.92	
Dept 871 WORKERS COMPENSATION INSURANCE							
214-871-828.00	INSURANCE & BONDS	MICHIGAN COUNTIES WOR	2019 1ST QUARTER INSTALLMENT	1725	01/24/19	8,135.99	68700

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Fund 214	EMERGENCY MEDICAL SERVICES (EMS) FUND						
Dept 871	WORKERS COMPENSATION INSURANCE						
			Total For Dept 871 WORKERS COMPENSATION INSURANC			8,135.99	
			Total For Fund 214 EMERGENCY MEDICAL SERVICES (E			44,093.76	
Fund 216	SEASONAL ROAD PATROL FUND						
Dept 871	WORKERS COMPENSATION INSURANCE						
216-871-828.00	INSURANCE & BONDS	MICHIGAN COUNTIES WOR	2019 1ST QUARTER INSTALLMENT	1725	01/24/19	92.07	68700
			Total For Dept 871 WORKERS COMPENSATION INSURANC			92.07	
			Total For Fund 216 SEASONAL ROAD PATROL FUND			92.07	
Fund 217	SNOWMOBILE PATROL FUND						
Dept 332	SNOWMOBILE LAW ENFORCEMENT						
217-332-748.00	GAS, OIL & GREASE	ROSA, DILLON	SNOWMOBILE GAS	128985	02/07/19	24.10	68861
217-332-751.00	UNIFORMS	LONG LAKE MARINA	SNOW UNIFORMS	93631	02/07/19	169.86	68821
217-332-970.00	EQUIPMENT	MANAGEMENT & BEHAVIOR	CONTRACTED SERVICES SNOW TW	12282018 TW	02/07/19	950.00	68823
			Total For Dept 332 SNOWMOBILE LAW ENFORCEMENT			1,143.96	
Dept 871	WORKERS COMPENSATION INSURANCE						
217-871-828.00	INSURANCE & BONDS	MICHIGAN COUNTIES WOR	2019 1ST QUARTER INSTALLMENT	1725	01/24/19	49.04	68700
			Total For Dept 871 WORKERS COMPENSATION INSURANC			49.04	
			Total For Fund 217 SNOWMOBILE PATROL FUND			1,193.00	
Fund 228	SOLID WASTE/RECYCLING FUND						
Dept 000							
228-000-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	FUEL FOR JANUARY	1154	02/07/19	125.53	68755
228-000-850.00	TELEPHONE	VERIZON WIRELESS	CELLULAR PHONE BILLING 12/13-01/12	842083652	01/24/19	65.36	68730
228-000-900.00	PUBLIC RELATIONS-PRINTG/	NETLINK BUSINESS SOLU	4TH QUARTER COPIES	137762	01/24/19	180.18	68702
228-000-900.00	PUBLIC RELATIONS-PRINTG/	NETLINK BUSINESS SOLU	1ST QUATER COPIES	137851	01/24/19	125.63	68702
			Total For Dept 000			496.70	
Dept 851	INSURANCE & BONDS						
228-851-725.06	LIFE INSURANCE	DEARBORN NATIONAL	ST, LT, AD & D LIFE INSURANCE FEBR FEBRUARY 2019		01/24/19	4.25	68670
			Total For Dept 851 INSURANCE & BONDS			4.25	
Dept 852	MEDICAL INSURANCE						
228-852-715.00	RX UTILIZATION PROGRAM	EHIM	PRESCRIPTIONS FOR 12/31-1/13/19	235541	02/07/19	0.60	68790
228-852-715.00	RX UTILIZATION PROGRAM	EHIM	PRESCRIPTION COVERAGE 1/14-1/27-19	236148	02/07/19	3.80	68790
228-852-717.00	MEDICAL/DENTAL/VISION IN	ADVANCED BENEFIT SOLU	JANUARY 2019 VISION INSURANCE	187343	01/24/19	9.83	68651
228-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	EMPLOYEE HEALTHCARE FOR FEBRUARY 2	190080017278	01/24/19	338.41	68655
228-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	DELTA DENTAL FEBRUARY 2019	RIS0002136916	01/24/19	36.87	68671
228-852-718.00	SHORT/LONG TERM DISABILI	DEARBORN NATIONAL	ST, LT, AD & D LIFE INSURANCE FEBR FEBRUARY 2019		01/24/19	29.62	68670
228-852-800.00	CONTRACTED SVCS - CADILL	ADVANCED BENEFIT SOLU	COBRA DMINISTRATIVE FEE JANUARY 20	187343	01/24/19	22.90	68651
			Total For Dept 852 MEDICAL INSURANCE			442.03	
Dept 871	WORKERS COMPENSATION INSURANCE						
228-871-828.00	WORKERS COMP INSURANCE	MICHIGAN COUNTIES WOR	2019 1ST QUARTER INSTALLMENT	1725	01/24/19	63.62	68700
			Total For Dept 871 WORKERS COMPENSATION INSURANC			63.62	
			Total For Fund 228 SOLID WASTE/RECYCLING FUND			1,006.60	
Fund 230	BETTSIE VALLEY TRAIL MANAGEMENT FUND						
Dept 000							

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Fund 230 BETSIE VALLEY TRAIL MANAGEMENT FUND							
Dept 000							
230-000-957.30	LANDSCAPE/TRAIL MAINTENA	NETLINK BUSINESS SOLU	4TH QUARTER COPIES	137762	01/24/19	129.70	68702
230-000-957.30	LANDSCAPE/TRAIL MAINTENA	NETLINK BUSINESS SOLU	1ST QUARTER COPIES	137851	01/24/19	129.70	68702
			Total For Dept 000			259.40	
			Total For Fund 230 BETSIE VALLEY TRAIL MANAGEMENT			259.40	
Fund 247 ANIMAL CONTROL FUND							
Dept 265 BUILDING & GROUNDS							
247-265-782.00	MAINTENANCE SUPPLIES	HONOR BUILDING SUPPLY	HARDWARE FOR CABINETS/3WAY SWITCH	1901-046808	02/07/19	45.24	68801
247-265-782.00	MAINTENANCE SUPPLIES	NUCENT ACE HARDWARD	CORNER BRACE/FASTNERS/COAT HOOKS	157249	02/07/19	25.43	68844
247-265-782.00	MAINTENANCE SUPPLIES	VISA=KYLE MAURER	DOOR HANDLES/FLASHLIGHTS/PHONE CAS	5942	02/07/19	89.98	68901
247-265-850.00	TELEPHONE	AT&T	PHONE BILL FOR DEC	231882950501	02/07/19	139.89	68749
247-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELLULAR PHONE BILLING 12/13-01/12	842083652	01/24/19	88.82	68730
247-265-924.00	ELECTRIC & HEATING	CONSUMERS ENERGY	ELECTRIC BILL 12/13-01/14/2019	100006081572	01/24/19	154.58	68663
247-265-924.00	ELECTRIC & HEATING	DTE ENERGY	ENERGY BILL FOR JAN	910020929329	02/07/19	160.43	68789
247-265-935.00	BUILDING REPAIRS	COOLED, INC.	BALANCE FOR ANIMAL CONTROL LIGHTIN	2017-6859	01/24/19	1,326.06	68664
			Total For Dept 265 BUILDING & GROUNDS			2,030.43	
Dept 430 ANIMAL CONTROL							
247-430-727.00	OFFICE SUPPLIES	SHOP AND SAVE	PHONES FOR OFFICE/TRASH BINS	26402	02/07/19	94.30	68866
247-430-748.00	GAS, OIL & GREASE	XPRESS LUBE	OIL CHANGE FOR TRUCK	39943	02/07/19	41.69	68912
247-430-800.00	CONTRACTED SERVICES	VISA=KYLE MAURER	DOOR HANDLES/FLASHLIGHTS/PHONE CAS	5942	02/07/19	39.00	68901
247-430-835.20	VET & DRUG FEES	BETSIE RIVER VETERINA	NEUTER OF DSH DRACULA	56100	02/07/19	57.40	68761
247-430-835.20	VET & DRUG FEES	BETSIE RIVER VETERINA	111-18C SPAY/112-18CSPAY	55889	02/07/19	210.00	68761
247-430-835.20	VET & DRUG FEES	BETSIE RIVER VETERINA	103-18C SPAY/104-18C NEUTER/106-18	55765	02/07/19	243.18	68761
247-430-835.20	VET & DRUG FEES	BETSIE RIVER VETERINA	74-18C EUTHANSIA	55598	02/07/19	35.00	68761
247-430-835.20	VET & DRUG FEES	BETSIE RIVER VETERINA	96-18C SPAY / DOXYCYCLINE 50MG LIQ	55508	02/07/19	137.88	68761
247-430-835.20	VET & DRUG FEES	BETSIE RIVER VETERINA	FAMCICLOVIR 125MG FOR SICK CAT	55482	02/07/19	27.98	68761
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINAR	EUTHANSIA OF CAT	280605	02/07/19	5.00	68852
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINAR	FLEA AND TICK/ SPAY OF 02-19C	280792	02/07/19	209.30	68852
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINAR	FELINE TRIPLE SNAP TEST/ DEWORM	280027	02/07/19	46.02	68852
247-430-835.20	VET & DRUG FEES	ROBIN WHITNEY DVM LAK	FARM CALL FOR MINI HORSE BOOSTER S	10-18-18	02/07/19	103.00	68859
247-430-900.00	PRINTING & PUBLISHING	NETLINK BUSINESS SOLU	4TH QUARTER COPIES	137762	01/24/19	64.00	68702
247-430-900.00	PRINTING & PUBLISHING	NETLINK BUSINESS SOLU	1ST QUARTER COPIES	137851	01/24/19	21.50	68702
247-430-945.20	DISPOSALS & BURLIALS	AMERICAN WASTE	TRASH BILL FOR FEB	2880385	02/07/19	16.00	68747
247-430-970.00	EQUIPMENT	VISA=KYLE MAURER	DOOR HANDLES/FLASHLIGHTS/PHONE CAS	5942	02/07/19	207.92	68901
			Total For Dept 430 ANIMAL CONTROL			1,559.17	
Dept 851 INSURANCE & BONDS							
247-851-725.06	LIFE INSURANCE	DEARBORN NATIONAL	ST, LT, AD & D LIFE INSURANCE FEBR	FEBRUARY 2019	01/24/19	8.50	68670
			Total For Dept 851 INSURANCE & BONDS			8.50	
Dept 852 MEDICAL INSURANCE							
247-852-715.00	RX UTILIZATION PROGRAM	EHIM	PRESCRIPTIONS FOR 12/31-1/13/19	235541	02/07/19	1.80	68790
247-852-717.00	MEDICAL/DENTAL/VISION IN	ADVANCED BENEFIT SOLU	JANUARY 2019 VISION INSURANCE	187343	01/24/19	25.46	68651
247-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	EMPLOYEE HEALTHCARE FOR FEBRUARY 2	190080017278	01/24/19	1,015.24	68655
247-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	DELTA DENTAL FEBRUARY 2019	RIS0002136916	01/24/19	120.61	68671
247-852-718.00	SHORT/LONG TERM DISABILI	DEARBORN NATIONAL	ST, LT, AD & D LIFE INSURANCE FEBR	FEBRUARY 2019	01/24/19	53.35	68670
247-852-800.00	CONTRACTED SERVICES - CA	ADVANCED BENEFIT SOLU	COBRA DMINISTRATIVE FEE JANUARY 20	187343	01/24/19	18.40	68651
			Total For Dept 852 MEDICAL INSURANCE			1,234.86	
Dept 871 WORKERS COMPENSATION INSURANCE							
247-871-828.00	WORKERS COMP INSURANCE	MICHIGAN COUNTIES WOR	2019 1ST QUARTER INSTALLMENT	1725	01/24/19	193.06	68700

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Fund 247 ANIMAL CONTROL FUND						
Dept 871 WORKERS COMPENSATION INSURANCE						
			Total For Dept 871 WORKERS COMPENSATION INSURANCE			193.06
Fund 249 BUILDING DEPARTMENT FUND						
Dept 371 BUILDING INSPECTOR						
249-371-900.00	PRINTING & PUBLISHING	NETLINK BUSINESS SOLU	4TH QUARTER COPIES	137762	01/24/19	252.98
249-371-900.00	PRINTING & PUBLISHING	NETLINK BUSINESS SOLU	1ST QUATER COPIES	137851	01/24/19	232.15
			Total For Dept 371 BUILDING INSPECTOR			485.13
Fund 261 911 EMERGENCY SERVICE FUND						
Dept 325 DISPATCH/COMMUNICATION						
261-325-727.00	OFFICE SUPPLIES	VISA=RON BERNIS	JAN 2019 VISA	1162019	01/24/19	195.20
261-325-830.00	911 MAINTENANCE CONTRACT	ID NETWORKS, INC.	NETMOTION (3) LICENSES	274329	02/07/19	68807
261-325-830.00	911 MAINTENANCE CONTRACT	PENGUIN MANAGEMENT, I	PLAN CHANGE	52962	02/07/19	68849
261-325-830.00	911 MAINTENANCE CONTRACT	WESTTEL INTERNATIONAL	MARCH SUPPORT 2019	1034	02/07/19	68911
261-325-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELLULAR PHONES 12/2-1/1/19	386755522	01/24/19	57.21
261-325-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELLULAR PHONES 12/13-1/12/19	542144795	01/24/19	1,322.92
261-325-855.00	RADIO MAINTENANCE/EQUIPM	GRAND TRAVERSE MOBILE	RADIO INSTALL	51263	02/07/19	68727
261-325-930.00	EQUIPMENT REPAIR	GRAND TRAVERSE MOBILE	MODEM REPAIR	51343	02/07/19	589.15
261-325-970.00	EQUIPMENT	GRAND TRAVERSE MOBILE	DEF SEND MOBILE RADIO	50869	02/07/19	29.75
261-325-970.00	EQUIPMENT	VISA=RON BERNIS	JAN 2019 VISA	1162019	01/24/19	3,310.50
261-325-970.00	EQUIPMENT	CDW - GOVERNMENT, INC	3-MOBILE LAPTOPS	QMF4776	01/24/19	273.66
			Total For Dept 325 DISPATCH/COMMUNICATION			5,509.47
						13,010.86
Dept 851 INSURANCE & BONDS						
261-851-725.06 LIFE INSURANCE						
		DEARBORN NATIONAL	ST, LT, AD & D LIFE INSURANCE FEBR FEBRUARY 2019		01/24/19	34.00
			Total For Dept 851 INSURANCE & BONDS			34.00
Dept 852 MEDICAL INSURANCE						
261-852-715.00	RX UTILIZATION PROGRAM	EHIM	PRESCRIPTION COVERAGE FOR EMPLEE 1	234954	01/24/19	2.40
261-852-715.00	RX UTILIZATION PROGRAM	EHIM	PRESCRIPTIONS FOR 12/31-1/13/19	1 235541	02/07/19	44.15
261-852-715.00	RX UTILIZATION PROGRAM	EHIM	PRESCRIPTION COVERAGE 1/14-1/27-19	236148	02/07/19	702.76
261-852-717.00	MEDICAL/DENTAL/VISION IN	ADVANCED BENEFIT SOLU	JANUARY 2019 VISION INSURANCE	187343	01/24/19	93.20
261-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	EMPLOYEE HEALTHCARE FOR FEBRUARY 2	190080017278	01/24/19	3,316.43
261-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	DELTA DENTAL FEBRUARY 2019	RIS0002136916	01/24/19	326.99
261-852-718.00	SHORT/LONG TERM DISABILI	DEARBORN NATIONAL	ST, LT, AD & D LIFE INSURANCE FEBR FEBRUARY 2019		01/24/19	254.94
261-852-800.00	CONTRACTED SERVICES - CA	ADVANCED BENEFIT SOLU	COBRA ADMINISTRATIVE FEE JANUARY 20	187343	01/24/19	147.75
			Total For Dept 852 MEDICAL INSURANCE			4,888.62
Dept 871 WORKERS COMPENSATION INSURANCE						
261-871-828.00 WORKERS COM INSURANCE						
		MICHIGAN COUNTIES WOR	2019 1ST QUARTER INSTALLMENT	1725	01/24/19	241.49
			Total For Dept 871 WORKERS COMPENSATION INSURANCE			241.49
			Total For Fund 261 911 EMERGENCY SERVICE FUND			18,174.97
Fund 269 LAW LIBRARY FUND						
Dept 000						
269-000-901.00	RESOURCE MATERIALS	MANISTEE COUNTY	DECEMBER 2018 REIMBURSEMENTS	DECEMBER 2018	01/24/19	175.28
269-000-901.00	RESOURCE MATERIALS	RELX INC. DBA LEXISNE	DECEMBER SUBSCRIPTION SERVICE	3091805952	01/24/19	572.00
			Total For Dept 000			747.28

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Fund 269 LAW LIBRARY FUND							
Fund 276 COMMISSION ON AGING MILLAGE FUND							
Dept 000	CONTRACTED SERVICES	BENZIE SENIOR RESOURC	MNTHLY PYMT FOR CONTRACTED SERVICE	FEBRUARY 2019	02/07/19	88,723.00	68758
276-000-800.00			Total For Dept 000			88,723.00	
Fund 292 CHILD CARE FUND							
Dept 000			Total For Fund 276 COMMISSION ON AGING MILLAGE F			88,723.00	
292-000-704.02	SALARY - CASEWORKER	MANISTEE COUNTY - ADM	DECEMBER 2018 SHARED EXPENSES	DECEMBER 2018	02/07/19	2,976.33	68824
292-000-725.00	FRINGE BENEFITS - JOVENI	MANISTEE COUNTY - ADM	DECEMBER 2018 SHARED EXPENSES	DECEMBER 2018	02/07/19	784.88	68824
292-000-725.06	FRINGE BENEFITS - CASEWO	MANISTEE COUNTY - ADM	DECEMBER 2018 SHARED EXPENSES	DECEMBER 2018	02/07/19	1,711.30	68824
292-000-832.00	CONTRACTED SERVICES	CENTRA WELLNESS NETWO	AFTER SCHOOL PROGRAM CONTRACT DEC	000699, 000702	02/07/19	7,916.68	68767
292-000-840.00	CONTRACTED SVCS - VOL CO	KATHI HOUSTON	VOLUNTEER PROGRAM COORDINATION	FEB	02/07/19	2,083.33	68813
292-000-840.90	INDEPENDENT LIVING	CHARLES CULBERTSON	62 DAYS IND.LIVING C.C.	DEC/JAN	02/07/19	1,318.74	68769
292-000-840.95	IN HOME CARE MISC.	CHRISTINE O'KEEFE	REIM FOR AFTER SCHOOL SUPPLIES	1/14/19	02/07/19	111.80	68771
292-000-860.00	TRAVEL/GAS CARDS	BENZIE TRANSPORTATION	BUS PASSES	2062	02/07/19	74.50	68760
292-000-860.00	TRAVEL/GAS CARDS	ROBINSON, KELLIE	REIMBURSEMENT	JAN	02/07/19	79.92	68860
292-000-862.00	MENTORING/TUTORING	JOHN PROKES	TUTORING NCW	1/19	02/07/19	45.00	68811
292-000-862.00	MENTORING/TUTORING	KURT SWANSON	MENTORING	1/25	02/07/19	78.31	68818
292-000-862.03	SUBSTANCE ABUSE COUNSELI	CATHOLIC HUMAN SERVIC	SUB ABUSE COUNSELING	12/31/18	02/07/19	123.50	68765
Total For Dept 000						17,304.29	
Fund 293 VETERAN'S RELIEF FUND							
Dept 000			Total For Fund 292 CHILD CARE FUND			17,304.29	
293-000-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	OFFICE SUPPLIES VA OFFICE	436817-0	02/07/19	739.94	68808
293-000-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	OFFICE SUPPLIES FOR VETERANS OFFIC	436746-0	02/07/19	369.75	68808
293-000-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	VA OFFICE SUPPLIES	436817-1	02/07/19	15.00	68808
293-000-727.00	OFFICE SUPPLIES	WELLS FARGO VENDOR FI	COPIER LEASE FOR VA	69255829	02/07/19	143.03	68908
293-000-839.10	VETERANS FINANCIAL AID	LAKE ANN HARDWOODS	WOOD FOR VETERAN	012219	01/24/19	347.00	68691
293-000-839.10	VETERANS FINANCIAL AID	CONSUMERS ENERGY	ACCT# 103025091531 THOMAS - VA BEN	012919	02/07/19	356.94	68779
293-000-839.10	VETERANS FINANCIAL AID	CRYSTAL FLASH	ACCT# 094284600 VANBROCKLIN VA BE	012919	02/07/19	497.35	68782
293-000-839.10	VETERANS FINANCIAL AID	DTE ENERGY	ACCT#910017893983 THOMAS - VA BENE	012919	02/07/19	123.01	68788
293-000-955.00	CONVENTIONS & MEETINGS	VISA-MICHELLE THOMPSON	CONFERENCE FOR VETERANS REP	010319	01/24/19	1,388.68	68733
Total For Dept 000						3,980.70	
Fund 296 JUVENILE JUSTICE FUND							
Dept 000			Total For Fund 293 VETERAN'S RELIEF FUND			3,980.70	
296-000-975.00	MISC EXPENSE - WAGES	MANISTEE COUNTY - ADM	DECEMBER 2018 SHARED EXPENSES	DECEMBER 2018	02/07/19	939.90	68824
296-000-975.01	MISC EXPENSE - BENEFITS	MANISTEE COUNTY - ADM	DECEMBER 2018 SHARED EXPENSES	DECEMBER 2018	02/07/19	540.41	68824
Total For Dept 000						1,480.31	
Fund 371 JAIL RESERVE FUND							
Dept 000			Total For Fund 296 JUVENILE JUSTICE FUND			1,480.31	
371-000-970.00	CAPITAL OUTLAY - EQUIPME	BLUE WATER ELECTRIC	ADA SPEAKERS IN POD	464	02/07/19	2,200.00	68763
371-000-970.00	CAPITAL OUTLAY - EQUIPME	COOLED, INC.	- BALANCE DUE FOR LIGHTING RETROFIT/	2017-6862	02/07/19	9,971.20	68780
371-000-970.00	CAPITAL OUTLAY - EQUIPME	MOORE MECHANICAL	WATER HEATER INSPECT	60583	02/07/19	99.00	68839
371-000-970.00	CAPITAL OUTLAY - EQUIPME	WESTERN DETENTION PRO	DOOR LOCKS FOR JAIL	20190126	02/07/19	3,139.72	68910

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Fund 371 JAIL RESERVE FUND							
Dept 000							
Total For Dept 000							15,409.92
Total For Fund 371 JAIL RESERVE FUND							15,409.92
Fund 412 MCF RENOVATIONS FUND							
Dept 000							
412-000-810.00	LEGAL FEES	HILGER HAMMOND	BUILDING AUTHORITY/SERVICES THRU D 16199		01/24/19	300.00	68685
412-000-810.00	LEGAL FEES	STRAUB, PETTITT, AND	SERVICES THRU DEC 2018/MAPLES PROJ 39		01/24/19	385.00	68717
412-000-967.00	PROJECT EXPENSES	COMSTOCK CONSTRUCTION	SERVICES THRU DEC 2018/MAPLES PROJ 005		01/24/19	46,180.00	68660
412-000-967.00	PROJECT EXPENSES	COMSTOCK CONSTRUCTION	SERVICES THRU NOV 2018/MAPLES PROJ 004		01/24/19	43,862.00	68660
Total For Dept 000							90,727.00
Total For Fund 412 MCF RENOVATIONS FUND							90,727.00
Fund 425 EQUIPMENT REPLACEMENT FUND							
Dept 301 SHERIFF							
425-301-967.01	PROJECT EXPENSES - BODY A	VISA-TSCHEDEL 7161	VECH EQIP/DUES/UNIFORMS	JAN 2019	02/07/19	87.00	68906
Total For Dept 301 SHERIFF							87.00
Dept 426 EMERGENCY MANAGEMENT							
425-426-967.03	PROJECT EXPENSES - MASS	ONSOLVE, LLC	BALANCE OF CODERED AGREEMENT	ECN-034144	01/24/19	500.00	68704
Total For Dept 426 EMERGENCY MANAGEMENT							500.00
Total For Fund 425 EQUIPMENT REPLACEMENT FUND							587.00
Fund 516 DELINQUENT TAX REVOLVING FUND							
Dept 000							
516-000-694.00	CASH OVER/SHORT	DANIEL CLARK	OVERPAYMENT OF DELINQUENT TAXES	011719	01/24/19	9.00	68669
516-000-694.00	CASH OVER/SHORT	RICK OR JACKY WILLIAM	OVERPAYMENT ON DELINQUENT TAXES	020419	02/07/19	1,333.77	68857
Total For Dept 000							1,342.77
Total For Fund 516 DELINQUENT TAX REVOLVING FUND							1,342.77
Fund 532 TAX FORECLOSURE FUND							
Dept 253 COUNTY TREASURER							
532-253-800.00	CONTRACTED SERVICES - RE	BENZIE COUNTY REGISTE	TO RECORD 9 REDEMPTIONS	020519	02/07/19	270.00	68753
532-253-800.05	OTHER CONTRACTED SERVICE	SUNTRUST BANK	4TH QTR 2018 BANKING FEES	123118	02/07/19	47.75	68879
532-253-900.00	PRINTING & PUBLISHING	PIONEER GROUP	INSERTS FOR 2016 FORECLOSURE	00045651	01/24/19	387.31	68705
532-253-900.00	PRINTING & PUBLISHING	PIONEER GROUP	PUBLISHING FOR TAX SALES INSERTS	12700857	02/07/19	396.14	68850
Total For Dept 253 COUNTY TREASURER							1,101.20
Total For Fund 532 TAX FORECLOSURE FUND							1,101.20
Fund 569 BUILDING AUTHORITY							
Dept 000							
569-000-721.00	PER DIEM	CLARK, JAMES	PER DIEM FOR BUILDING AUTHORITY	012219BA	01/24/19	35.00	68658
569-000-721.00	PER DIEM	CLARK, JAMES	BUILDING AUTHORITY PER DIEM	011719	01/24/19	35.00	68658
569-000-721.00	PER DIEM	JOHNSON, JEFF	BUILDING AUTHORITY PER DIEM	011719	01/24/19	35.00	68688
569-000-721.00	PER DIEM	JOHNSON, JEFF	PER DIEM FOR BUILDING AUTHORITY	012219BA	01/24/19	35.00	68688
569-000-800.00	CONTRACTED SERVICES	MAY, SHARRON	RECORDING SECRETARY FOR BUILDING A	011719	01/24/19	75.00	68698
569-000-800.00	CONTRACTED SERVICES	MAY, SHARRON	BUILDING AUTHORITY SECRETARY	012419	02/07/19	75.00	68828
569-000-860.00	TRAVEL	CLARK, JAMES	MILEAGE FOR 01/22/19	012219M	01/24/19	20.30	68658
569-000-860.00	TRAVEL	CLARK, JAMES	MILEAGE FOR 1/17/19	011719M	01/24/19	14.50	68658
569-000-860.00	TRAVEL	JOHNSON, JEFF	MILEAGE FOR 1/17/19	011719M	01/24/19	8.01	68688

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Fund 569 BUILDING AUTHORITY							
Dept 000							
569-000-860.00	TRAVEL	JOHNSON, JEFF	MILEAGE FOR 01/22/19	012219M	01/24/19	4.88	68688
569-000-860.00	TRAVEL	MAY, SHARRON	MILEAGE FOR 01/17/19	011719M	01/24/19	5.23	68698
569-000-860.00	TRAVEL	MAY, SHARRON	MILEAGE FOR MEETING	012419	02/07/19	4.03	68828
Total For Dept 000						346.95	
Total For Fund 569 BUILDING AUTHORITY						346.95	
Fund 701 GENERAL AGENCY FUND							
Dept 136 DISTRICT COURT							
701-136-228.20	DUE STATE - DNR JUDGE	STATE OF MICHIGAN	JANUARY 2019 FEE TRANSMITTAL	STDC0119	02/07/19	82.50	68875
701-136-228.30	DUE STATE - D. L. REINS	STATE OF MICHIGAN	JANUARY 2019 FEE TRANSMITTAL	STDC0119	02/07/19	15.00	68875
701-136-228.37	DUE STATE - CRIME VICTIM	STATE OF MICHIGAN	JANUARY 2019 FEE TRANSMITTAL	STDC0119	02/07/19	2,045.18	68875
701-136-228.42	DUE STATE - STATE COURT	STATE OF MICHIGAN	JANUARY 2019 FEE TRANSMITTAL	STDC0119	02/07/19	130.00	68875
701-136-228.56	DUE STATE - EFFILING FEE	STATE OF MICHIGAN	JANUARY 2019 FEE TRANSMITTAL	STDC0119	02/07/19	490.00	68875
701-136-228.57	DUE STATE - STATE JURY	STATE OF MICHIGAN	JANUARY 2019 FEE TRANSMITTAL	STDC0119	02/07/19	15.00	68875
701-136-228.58	DUE STATE - CIVIL FILING	STATE OF MICHIGAN	JANUARY 2019 FEE TRANSMITTAL	STDC0119	02/07/19	1,883.00	68875
701-136-228.59	DUE STATE - JUSTICE SYST	STATE OF MICHIGAN	JANUARY 2019 FEE TRANSMITTAL	STDC0119	02/07/19	3,043.08	68875
701-136-265.00	CASH BONDS PAYABLE	19TH CIRCUIT COURT -	BOND TRANSFER: SHAMBLIN	18-394-FY	01/24/19	500.00	68647
701-136-265.00	CASH BONDS PAYABLE	19TH CIRCUIT COURT -	BOND TRANSFER: POFF	18-477-FY	01/24/19	1,000.00	68648
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BOND COSTS & APPLIED TO FINES	DP180	01/24/19	550.00	68649
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BOND COSTS & APPLIED TO FINES	DP181	01/24/19	908.50	68650
701-136-265.00	CASH BONDS PAYABLE	FRONCEK, NICOLE LYN	BOND: RETURNED	18-449-FY	01/24/19	100.00	68681
701-136-265.00	CASH BONDS PAYABLE	KINGSBURY, JINX ANN	BOND: RETURNED	18-408-SD	01/24/19	226.50	68690
701-136-265.00	CASH BONDS PAYABLE	PUSCAS, NICHOLAS MICH	BOND: RETURNED	18-479-ST	01/24/19	50.00	68706
701-136-265.00	CASH BONDS PAYABLE	PUSCAS, NICHOLAS MICH	BOND: RETURNED	18-478-ST	01/24/19	115.00	68707
701-136-265.00	CASH BONDS PAYABLE	19TH CIRCUIT COURT -	BOND TRANSFER: CUTLER (2) / MINER	DP201	02/07/19	1,450.00	68738
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BOND COSTS & APPLIED TO FINES	DP187	02/07/19	1,079.00	68739
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BOND COSTS: MCNALLY	17-216-SM	02/07/19	50.00	68740
701-136-265.00	CASH BONDS PAYABLE	MCNINLEY, ELIJAH E. M	BOND RETURN: MCKINLEY	18-211-SM	02/07/19	250.00	68832
701-136-265.00	CASH BONDS PAYABLE	MCNALLY, SHANNON HOPE	BOND RETURN: MCNALLY	17-216-SM	02/07/19	450.00	68833
701-136-265.00	CASH BONDS PAYABLE	MICHEL, PARKER LOUIS	BOND RETURN	18-352-SD	02/07/19	275.00	68835
701-136-265.00	CASH BONDS PAYABLE	SIMMONS, KEN	BOND RETURN: T SIMMONS	18-423-SD	02/07/19	146.00	68868
701-136-271.00	RESTITUTIONS PAYABLE	BENZIE COUNTY JAIL	RESTITUTION FROM DOMINIC RAY	15-049-SM	02/07/19	20.00	68752
701-136-271.00	RESTITUTIONS PAYABLE	MARGO, MICHAEL	RESTITUTION PAYMENT FROM KARALEE W	18-262ST	02/07/19	20.00	68827
701-136-271.00	RESTITUTIONS PAYABLE	STAUGHTER, SUZANNE	RESTITUTION PAYMENT FROM ALICIA LO	15-038-ST	02/07/19	25.00	68869
Total For Dept 136 DISTRICT COURT						15,018.76	
Dept 141 FRIEND OF THE COURT							
701-141-222.04	DUE MANISTEE - STATUTORY	MANISTEE COUNTY TREAS	FEES COLLECTED FOR JANUARY 2019	JANUARY FEES	02/07/19	1,381.85	68826
701-141-222.05	DUE MANISTEE - PROCESSIN	MANISTEE COUNTY TREAS	FEES COLLECTED FOR JANUARY 2019	JANUARY FEES	02/07/19	184.45	68826
Total For Dept 141 FRIEND OF THE COURT						1,566.30	
Dept 148 PROBATE COURT							
701-148-228.06	DUE STATE - SHARED FEES	STATE OF MICHIGAN	JANUARY 2019 FEE TRANSMITTAL	STPC0119	02/07/19	2,452.24	68874
701-148-228.42	DUE STATE - GENERAL FEES	STATE OF MICHIGAN	JANUARY 2019 FEE TRANSMITTAL	STPC0119	02/07/19	40.00	68874
701-148-228.56	DUE STATE - EFFILING FEE	STATE OF MICHIGAN	JANUARY 2019 FEE TRANSMITTAL	STPC0119	02/07/19	125.00	68874
701-148-228.58	DUE STATE - CIVIL FILING	STATE OF MICHIGAN	JANUARY 2019 FEE TRANSMITTAL	STPC0119	02/07/19	900.00	68874
Total For Dept 148 PROBATE COURT						3,517.24	
Dept 215 COUNTY CLERK							
701-215-228.16	DUE STATE - PISTOL PERMI	STATE OF MICHIGAN (#3	CPL FOR JANUARY 2019	551-532178	02/07/19	1,017.00	68877
701-215-265.00	CASH BONDS PAYABLE	BENZIE COUNTY CLERK	BOND MONEY APPLIED FOR RYAN RADEMA	18-2576-FC	01/24/19	313.50	68653
701-215-265.00	CASH BONDS PAYABLE	BENZIE COUNTY CLERK	BOND MONEY APPLIED FOR KRISTINA EG	18-2594-FH	01/24/19	1,800.00	68654

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 701 GENERAL AGENCY FUND							
Dept 215 COUNTY CLERK							
701-215-265.00	CASH BONDS PAYABLE	RYAN RADEMAK	BOND MONEY RETURN FOR RYAN RADEMAK	18-2576-FC	01/24/19	136.50	68711
701-215-271.00	RESTITUTIONS PAYABLE	MATT PELKY	RESTITUTION FROM THURSTON KEINONEN	07-2027-FH	01/24/19	245.00	68696
701-215-271.00	RESTITUTIONS PAYABLE	SHAUNA STICKNEY	RESTITUTION FROM LUCAS BRIGHT	11-2233-FH	01/24/19	10.00	68712
701-215-271.00	RESTITUTIONS PAYABLE	TRAVERSE NARCOTICS TE	RESTITUTION FROM KYLE BARRINGER	17-2528-FH	01/24/19	10.00	68723
701-215-271.00	RESTITUTIONS PAYABLE	AMANDA CARPENTER	RESTITUTION FROM PATRICK KUHLMAN	13-2315-FH	02/07/19	25.00	68744
701-215-271.00	RESTITUTIONS PAYABLE	BENZIE COUNTY SHERIFF	OUTL/OUID REIMBURSEMENT FOR RYAN R	18-2576-FC	02/07/19	115.50	68757
701-215-271.00	RESTITUTIONS PAYABLE	MEMBERS CREDIT UNION	RESTITUTION FROM JENNY KETZ	12-2274-FH	02/07/19	50.00	68834
701-215-271.00	RESTITUTIONS PAYABLE	RICHARD VETTER SR.	RESTITUTION FROM RODERICK BAKER	13-2328-FH	02/07/19	37.50	68856
701-215-271.00	RESTITUTIONS PAYABLE	SHAUNA STICKNEY	RESTITUTION FROM LUCAS BRIGHT	11-2233-FH	02/07/19	10.00	68863
701-215-271.00	RESTITUTIONS PAYABLE	SHAUNA STICKNEY	RESTITUTION FROM LUCAS BRIGHT	11-2233-FH	02/07/19	10.00	68864
701-215-271.00	RESTITUTIONS PAYABLE	SUSAN DALY V.M.D.	RESTITUTION FROM SHEILA DINGER	10-2192-FH	02/07/19	12,728.03	68880
701-215-271.00	RESTITUTIONS PAYABLE	TOM AND ROBIN LEE	TO REPLACE CHECK #5658 ISSUED 6/2	14-2364-FH	02/07/19	75.00	68887
701-215-271.00	RESTITUTIONS PAYABLE	TOM AND ROBIN LEE	RESTITUTION FROM DONALD MARSHALL	14-2364-FH	02/07/19	50.00	68888
701-215-271.00	RESTITUTIONS PAYABLE	TOM AND ROBIN LEE	RESTITUTION FROM DONALD MARSHALL	14-2364-FH	02/07/19	50.00	68889
701-215-271.00	RESTITUTIONS PAYABLE	TRAVERSE NARCOTICS TE	RESTITUTION FROM KYLE BARRINGER	17-2528-FH	02/07/19	10.00	68893
701-215-271.00	RESTITUTIONS PAYABLE	TRAVERSE NARCOTICS TE	RESTITUTION FROM KYLE BARRINGER	17-2528-FH	02/07/19	10.00	68894
701-215-271.10	FAMILY DIVISION RESTITUT	ELAINE NEWBOLD	RESTITUTION FROM TREVOR MILLER	06-1377-DL	02/07/19	5.00	68791
701-215-271.10	FAMILY DIVISION RESTITUT	ELAINE NEWBOLD	RESTITUTION FROM CONNOR MILLER	06-1378-DL	02/07/19	10.00	68792
701-215-299.03	CIRCUIT COURT MISCELLANE	MAUREEN SAYLOR	OVERPAID AMBULANCE BILL	17-21049	01/24/19	1,630.00	68697
			Total For Dept 215 COUNTY CLERK			18,348.03	
Dept 253 COUNTY TREASURER							
701-253-221.00	DUE CITY OF FRANKFORT	CITY OF FRANKFORT	CHARGEBACK PAYMENTS DUE	012419	02/07/19	2,292.76	68774
701-253-223.01	DUE BENZIE SHORES DIST L	BENZIE SHORES DISTRIC	CHARGEBACK PAYMENTS DUE	012419	02/07/19	96.40	68759
701-253-223.05	DUE TO BETSIE VALLEY DIS	BETSIE VALLEY LIBRARY	CHARGEBACK PAYMENTS DUE	012419	02/07/19	9.37	68762
701-253-225.02	FRANKFORT AREA SCHOOLS	FRANKFORT-ELBERTA SCH	CHARGEBACK PAYMENTS DUE	012419	02/07/19	4,781.76	68794
701-253-275.00	TAX OVERPAYMENTS/REFUNDS	LORI SANDERS	OVERPAYMENT ON DOG LICENSES	011819	01/24/19	10.00	68693
			Total For Dept 253 COUNTY TREASURER			7,190.29	
Dept 267 PROSECUTING ATTORNEY							
701-267-268.00	CANINE ADVOCATE FUND	CODY KASTL	GROOMING/FOOD K-9 ADVOCATE	01/14/19	02/07/19	120.87	68776
			Total For Dept 267 PROSECUTING ATTORNEY			120.87	
Dept 301 SHERIFF							
701-301-228.16	DUE STATE - FINGER PRINT	MICHIGAN STATE POLICE	LIVESCAN FP JAN 19 DUE STATE	551-531638	02/07/19	171.00	68837
			Total For Dept 301 SHERIFF			171.00	
			Total For Fund 701 GENERAL AGENCY FUND			45,932.49	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
Fund Totals:						
	Fund 101 GENERAL FUND					206,467.16
	Fund 205 TNT OFFICER MILLAGE FUND					3,583.37
	Fund 209 SCHOOL RESOURCE OFFICER					7,810.51
	Fund 213 JAIL OPERATIONS FUND					61,610.27
	Fund 214 EMERGENCY MEDICAL SERVICES					44,093.76
	Fund 216 SEASONAL ROAD PATROL FUND					92.07
	Fund 217 SNOWMOBILE PATROL FUND					1,193.00
	Fund 228 SOLID WASTE/RECYCLING FUND					1,006.60
	Fund 230 BETSIE VALLEY TRAIL MANAGEM					259.40
	Fund 247 ANIMAL CONTROL FUND					5,026.02
	Fund 249 BUILDING DEPARTMENT FUND					485.13
	Fund 261 911 EMERGENCY SERVICE FUND					18,174.97
	Fund 269 LAW LIBRARY FUND					747.28
	Fund 276 COMMISSION ON AGING MILLAGE					88,723.00
	Fund 292 CHILD CARE FUND					17,304.29
	Fund 293 VETERAN'S RELIEF FUND					3,980.70
	Fund 296 JUVENILE JUSTICE FUND					1,480.31
	Fund 371 JAIL RESERVE FUND					15,409.92
	Fund 412 MCF RENOVATIONS FUND					90,727.00
	Fund 425 EQUIPMENT REPLACEMENT FUND					587.00
	Fund 516 DELINQUENT TAX REVOLVING FU					1,342.77
	Fund 532 TAX FORECLOSURE FUND					1,101.20
	Fund 569 BUILDING AUTHORITY					346.95
	Fund 701 GENERAL AGENCY FUND					45,932.49

Total For All Funds:

617,485.17

Committee Of The Whole

THE BENZIE COUNTY BOARD OF COMMISSIONERS
COMMITTEE OF THE WHOLE
January 22, 2019

The Benzie County Board of Commissioners met as a Committee of the Whole on Tuesday, January 22, 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 Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke

The Pledge of Allegiance was recited.

Agenda:

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

Minutes:

Motion by Sauer, seconded by Roelofs, to approve the Committee of the Whole minutes of January 8, 2019 as presented. Ayes: Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

1:31 p.m. Public Input – None

Kyle Rosa – Cops for Tots Amendment: **Motion by Roelofs, seconded by Farrell, to recommend to the Board of Commissioners to amend the 2018-19 Budget for fund 212 Benzie Kids as follows:**

Increase:

212-000-967.00	Project Expenses	\$77.60
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Increase:

212-000-691.00	Budgeted Use of Fund Balance	\$77.60
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Ayes: Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

Frank Post – Fire Extinguisher Grant: **Motion by Sauer, seconded by Roelofs, to recommend to the Board of Commissioners to amend the 2018-19 budget for fund 425 Equipment Replacement Emergency Management as follows:**

Increase:

425-426-967.02	Project Expenses – CERT	\$7,281.00
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Increase:

425-426-674.01	Contributions to CERT	\$7,281.00
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Ayes: Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

Kyle Mauer – Additional Expenses for Horse Boarding & Update Office: **Motion by Carland, seconded by Roelofs, to recommend to the Board of Commissioners to amend the 2018-19 Budget for fund 247 Animal Control as follows:**

Increase:

247-430-835.00	Vet & Drug Fee	\$4,000.00
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247-265-935.00	Building Repair	\$3,000.00
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Committee of the Whole

Page 2 of 3

January 22, 2019

Increase:

247-000-961.00

Fund Balance

\$7,000.00

Ayes: Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

Comm Jeannot excellent point regarding the value of the animal, to be proactive, I would find out if there is a market for it. Kyle will see what other counties do. Coury suggests getting fee schedules from other counties too.

Susan Boyd – Capital Improvement 5-Year Plan & Government Center Electric Comparison: CoolLED – we are right on target; jail was done last week and should start seeing savings from that as well. Summary of Capital Expenditures -- no changes from last report, so we have pretty much captured everything from departments.

Comm Farrell inquired regarding hot water heater for ACO and the high cost. Commercial grade. Comm Jeannot stated that he has been pricing out systems for commercial vs residential and commercial is higher in cost. A new system would be higher efficiency as well.

Comm Jeannot stated that you are probably missing several things – water pipes, electrical lines, other miscellaneous items and you should have a miscellaneous line item to be added with about 5 – 10% of the budget.

2:11 p.m. Public Input

Motion by Roelofs, seconded by Carland, to adjourn at 2:11 p.m. Ayes: Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

Evan Warsecke, Chair (COTW)

Dawn Olney, Benzie County Clerk

BUDGET ADMENDMENT REQUEST

DATE: 1/8/2019

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

Account to be Increased:

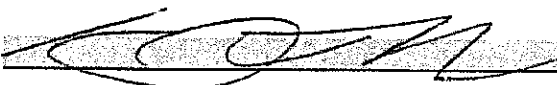
Line Number	Account Name	Amount
212-000-967.00	Project Expense	77.60

Total \$ 77.60

Account to be INCREASE:

Line Number	Account Name	Amount
212-000-691.00	Budgeted Use of Fund Balance	77.60

Total \$ 77.60

SIGNED: 

US Kyle Rosa

BUDGET AMENDMENT REQUEST

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

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

DATE: 1/8/2019

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

Account to be Increased:

Line Number	Account Name	Amount
425-426-967.02	Project Expenses-CERT	7,281.00

Total \$ 7,281.00

Account to be Increased/Decreased:

Line Number	Account Name	Amount
425-426-674.01	Contributions to CERT	7,281.00

Total \$ 7,281.00

SIGNED: _____



BUDGET AMENDMENT REQUEST

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

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

DATE:

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

Account to be Increased:

Line Number	Account Name	Amount
247-430-835.00	Vet & Drug Fee	\$ 4,000.00
247-265-935.00	Building repair	\$ 3,000.00

Total \$ 7,000.00

Account to be Increased:

Line Number	Account Name	Amount
247-000-961.00	Fund Balance	\$ <u>19,000.00</u>

7,000.00

SIGNED: _____

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

1. To amend the 2018-19 Budget for fund 212 Benzie Kids in the amount of \$77.60.
2. To amend the 2018-19 budget for fund 425 Equipment Replacement Emergency Management in the amount of \$7,281.00.
3. To amend the 2018-19 Budget for fund 247 Animal Control in the amount of \$7,000.00.

DRAFT

Committee Appointments

Committee Name	Date Appointed	Date term Expires
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1-Airport Authority 4yr term -- 1st Thursday @ 9:30 a.m.

Coury Carland	(Commissioner)	01/22/19	12/31/19
Kenneth J. Laurence		06/13/17	03/01/19

1-Benzie-Leelanau Health Department -- Last Thursday of Odd Months @ 3:30

Gary Sauer	(Commissioner)	01/22/19	12/31/19
Dr. George Ryckman	2/18/14	01/22/19	12/31/20
Linda Farrell	(Commissioner)	01/22/19	12/31/19

1-Benzie-Leelanau Health Dept Bd of Appeals - 2year terms; 1 BOC & 2 Citizens

Gary Sauer	Commissioner	01/26/16	12/31/16
Donna Clarke		05/26/15	12/31/16
Mary Pitcher	02/01/11	05/26/15	12/31/16

**1-Benzie Transportation Authority -- formed 4/18/2006 -- 1st Thursday @ Noon
reduced to 7 - Feb 2017**

Eugene Allen	06/17/14	05/10/16	04/30/19
Amy Herczak	02/18/14	04/11/17	04/30/20
Anne Noah		04/11/17	04/30/20
Jennifer Kolinske		04/11/17	04/30/19
Susan Kirkpatrick	4/28/15	04/24/18	04/30/21
Eric VanDussen	04/15/2014	04/11/17	04/30/20
Patty Roth		06/26/18	04/30/21
Evan Warsecke -- Liaison		01/22/19	12/31/19

1-BVTMC Board 3yr terms 6 member -- 1st Tuesday @ 4:30 p.m.

Gary Pallin (Beulah)		06/28/16	04/15/19
John Wheeler, Alt (CLPRA)		06/28/16	04/15/19
Gregory Nowell, Alt (CLPRA)		06/28/16	04/15/19
Paul Bare (CLPRA)	3/18/14	06/28/16	04/15/20
Dan Schoonmaker (CLPRA)	4/15/11	06/28/16	04/15/20
Janet (Jen) Whiting	Elberta	05/24/16	08/01/19
Coury Carland	Alt Comm/P&R Rep	01/22/19	12/31/19
Gary Sauer	Commissioner	01/22/19	12/31/19
FlintWyatt	(FBVT Rep)	04/12/16	12/31/19
Charles Syer	(Thompsonville)	11/12/18	04/15/21
John Rothhaar	11/14/17	11/14/17	04/15/19

2-Board of Canvassers 4yr terms -- Day After Each Election @ 1:00 p.m.

Laura Bancroft	(REP)	10/10/17	11/01/21
Ray Nichols	(DEM)	10/10/17	11/01/21
Janice Mick	(REP)	10/13/15	11/01/19
Ronald Dykstra	(DEM)	10/20/15	11/01/19

2-Brownfield Authority - Est 6/19/2012; merged with EDC Sept 2017

1-Building Authority 3yr Term 4 member -- As Needed - Increased to 5 8/2017

Thor Goff	1/9/18	12/18/18	12/31/21
Steve Houghton	12/18/18	12/18/18	12/31/21
Jeffrey L. Johnson	1/9/18	01/09/18	12/31/19

Eric L. VanDussen	1/9/18	01/09/18	12/31/19
James R. Clark	1/9/18	01/09/18	12/31/20
Michelle Thompson - by statute	06/01/12	01/17/12	
Dawn Olney - by statute	01/01/00	01/17/12	
Art Jeannot - Liaison		01/22/19	12/31/19

1-CDBG/Community Development Block Grant 5yr Term -- 4th Thursday @ 10:30 a.m.

Jean Bowers	01/18/00	02/18/15	12/31/19
Carol Dye		08/12/14	02/01/19
Dawn Olney	01/18/00	02/18/15	12/31/19
Art Jeannot (Commissioner)		01/22/19	12/31/19
Amy Bissell	8/18/09	02/18/15	12/31/19

1-Construction Board of Appeals 2 yr term

Roger Papineau	5/26/15	12/18/18	12/31/20
Randy Olsen	1/16/07	12/18/18	12/31/20
Rodney Moore	1/16/07	12/18/18	12/31/20
Caleb Luibrand	1/16/07	01/22/19	12/31/20
Richard Krupp	1/16/07	04/11/17	12/31/18

County Library Board 5yr term -- Dissolved 8/21/2007

1-Economic Development Corp 6yr term -- Alt Mondays @ 10:30 a.m.

Roger Griner	12/18/18	12/18/18	01/31/24
Coury Carland (Commissioner)		01/22/19	12/31/19
Art Jeannot (Commissioner)		01/22/19	12/31/19
Courtney Gillison		03/08/16	12/31/22
Robert Russell		06/26/18	01/31/22
Mary Carroll	11/1/11	03/04/14	01/31/20
Ed Kowalski		03/08/16	01/31/22
Blake Brooks	12/21/10	04/11/17	01/31/23
Ken Holmes		02/09/16	01/31/19

2-EMS -- renamed from ALS 7/2006 -- Monthly; 3/19/08 Reduced to 7 members

8/21/2012 -- Increased to 9 members -- 3 Years

Gaylord Jowett - At Large	09/24/13	12/06/16	12/31/19
Martha Bates - Almira	11/18/14	04/11/17	12/31/19
Jim Franke - Tville	12/16/14	12/05/17	12/31/20
Bob Roelofs -- voting member		01/22/19	12/31/19
Tim Markey -- Fire Chief Rep			12/31/19
Neal Nye - At Large	01/04/05	02/13/17	12/31/20
Mike Mead - At Large		11/14/17	12/31/20
Chris Parrish - ALS - Non Voting	8/23/16	08/23/16	12/31/21
Elizabeth Merrill - BLS - Non Voting	12/13/17	12/18/18	12/31/21
Michelle Thompson -- Ex Officio		09/21/12	
Ted Schendel -- Ex Officio		01/15/13	
Undersheriff (?) -- Ex Officio		01/15/13	

1-Human Services (was FIA) 3yr term -- Monthly

Scott Harrison	State Appointment	11/01/18	10/31/21
Gaylord Jowett	8/9/2016	11/14/17	10/31/20
Ann Loveless		01/24/17	10/31/19

Gary Sauer	(Commissioner)	01/22/19	12/31/19
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FOC Citizens Advisory Committee 3yr term -- Dissolved 10/18/05

2-Jury Board 6yr term -- quarterly

Elizabeth Shrake	5/23/2017	05/23/17	05/01/23
Jean Bowers	05/01/01	04/02/13	05/01/19
Janice Robinson Mick		06/13/17	05/01/21

1-Land Bank Authority - 3 year term

County Treasurer		04/05/11	No Expiration
Sherry Taylor - Liaison		01/22/19	12/31/19
Mark E. Roper	4/5/11	04/10/18	04/05/21
Terry Money	4/5/11	04/10/18	04/05/21
Amy Bissell	4/5/11	04/10/18	04/05/21
Tom Longanbach	4/5/11	01/22/19	04/05/22

Medical Examiner

Dr. Goslinoski	03/21/17
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1-Manistee-Benzie CMH - 3yr term -- 2nd Thursday @ 10:00

Donald C. Smeltzer (B)	1/2007	04/26/16	03/31/19
Donald R. Tanner (B)	5/12/2016	04/10/18	03/31/21
Coury Carland (B) (Commissioner)		01/23/18	03/31/20
Linda Farrell (B) (Commissioner)		01/22/19	03/31/20
Mary O'Connor Heitjan (B)		04/10/18	03/31/21

1-Parks and Recreation Commission 3yr term -- Alt Months As Needed

Tad Peacock	02/18/14	12/06/16	12/31/19
Sean Duperron	01/2011	12/06/16	12/31/19
Barbara K. Skurdall	4/17/07	12/06/16	12/31/19
Charles Kraus	12/18/18	12/18/18	12/31/21
Susan Zenker	7/24/2018	12/18/18	12/31/21
Cathy Demitroff	02/20/07	12/18/18	12/31/21
Walter Roch von Rochsburg (Planning Rep)		11/14/17	12/01/19
Ed Hoogterp (Drain Commissioner)		01/01/17	No Expiration Date
Coury Carland (Commissioner)		01/22/19	No Expiration Date
Ted Mick (Road Commission Rep)		01/01/13	No Expiration Date

1-Planning Commission -- 2nd Thurs @ 6:30 p.m

November 14, 2017 New Ordinance Adopted

Coury Carland	Ex Officio -- BOC	01/22/19	12/31/19
Chris Walrad	Educ (School Rep)	02/13/18	12/01/20
Chuck Beale - Blaine Twp	11/14/17	12/18/18	12/01/21
Betsy Evans - Joyfield Twp	11/14/17	12/18/18	12/01/21
Irene Dunham-Thayer - Colfax	2/13/18	12/18/18	12/01/21
Walter Roch von Rochsburg - Ffort	2/7/12	11/14/17	12/01/19
Vince Edwards - Vill of Lake Ann	11/14/17	11/14/17	12/01/19
Rosemary Naulty - Lake Twp	2/13/18	02/13/18	12/01/19
Jason Barnard - Benz & Platte Twp	2/13/18	02/13/18	12/01/19
James Clark - Inland Twp	11/14/17	11/14/17	12/01/20
Greg Wright - Crystal Lake Twp	2/13/18	02/13/18	12/01/20

Public Safety Committee 3yr term -- Dissolved 7/18/2006

Remonumentation Peer Group -- Appted by BOC 9/2/2014

Christy Andersen	09/02/14
John Korr, Jr.	09/02/14
Craig McVean	09/02/14
Pat Bentley	09/02/14
Wendy Papineau	09/02/14

Road Commission 6yr term -- 2 Times per Month - Elected Positions beginning 2010

**2-Veterans Affairs Committee (8/21/12) 5 members; 3yr term -- Appted by BOC
formerly Soldiers & Sailors Relief ; 7 members 3/21/2017 - 4 years**

			12/31/18
Lawrence "Camp" Bailey	01/21/14	12/06/16	12/31/19
Gary Fender	8/28/18	12/05/17	12/31/21
Dr. Donald E Schaffer	12/18/18	12/18/18	12/31/22
Kirt A. Giddis	2/19/2013	12/05/17	12/31/21
Bob Roelofs		03/21/17	12/31/20
Ed Kowalski		03/21/17	12/31/20

**~~2-Solid Waste Advisory 3yr term -- inc to 11 members 12/19/06 -- Qtly 1st Wed @ 5 p.m.~~
~~2009 reduced to 10 members; 2015 reduced to 7 members 2 year terms~~**

Todd Warren	3/21/06	12/18/18	12/31/20
Dennis Fischgrabe	2/19/13	11/14/17	12/31/19
Evan Warsecke	Commissioner	01/22/19	12/31/19
David Zempel	11/14/17	11/14/17	12/31/19
David Schaffer	12/18/18	12/18/18	12/31/20
		11/14/17	12/31/19
Marlene Wood	5/24/16	11/14/17	12/31/19

2-Workforce Development Board 2yr term -- COG POB 506, TC 49685-0506

Doug Rath	8/22/2017	08/22/17	12/31/19
Betty Workman	12/18/2012	12/20/16	12/31/18

Zoning Board of Appeals; Dissolved 5/4/2010

Zoning Terminated 3/31/2010

Updated 1/22/2019

Village of Thompsonville
PO Box 184
14714 Lincoln Ave.
Thompsonville, MI 49683
231-378-2560
Fax: 231-378-2560
E-Mail: thompsonvillevillage@gmail.com

January 17, 2019

To Whom It May Concern:

This letter is to certify that at the Village of Thompsonville Regular Council Meeting on November 12, 2018 the Council appointed Charles Syer as their representative to the Betsie Valley Rails to Trails Committee. Charles will be attending the meetings and be keeping our council updated on the meetings. Should you have any questions, you may contact me at the above number. Thanks for your attention to this matter.

Sincerely,
Mary Wixson/ Village Clerk

RECEIVED

JAN 18 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Dawn Olney

From: John Rothhaar <john.rthhr@gmail.com>
Sent: Monday, January 21, 2019 10:29 AM
To: Dawn Olney
Subject: Re: BVTMC

Thanks for contacting me Dawn.

Yes, I would like to continue to be a member of the Council. I plan to continue as the Trail Care Coordinator for at least two more years, so I'll be attending Council meetings in any case. In the last year since I've been a voting member of the Council in addition to being the Care Coordinator, I believe it has worked out well. But if there is another qualified candidate who is interested in serving, I would be fine with giving up my voting position on the Council.

Let me know if you need a written letter of interest or if this email serves as the request you need. Thanks,

John Rothhaar
231-383-5738

On Jan 17, 2019, at 2:15 PM, Dawn Olney <dolney@benzieco.net> wrote:

John;

Your term expires on the Betsie Valley Trail Management Council on April 15, 2019.

If you are wanting to seek reappointment, I will need a letter requesting same to present to the Board of Commissioners.

Dawn Olney

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

RECEIVED

JAN 22 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

APPOINTMENT TO BOARD, COMMISSIONS AND AGENCIES

APPLICATION

DATE: 01/21/2019

Name: Paula Figura

Address (including PO Box): 12411 Fowler Rd Honor, MI 49640

County District: 2 Home Telephone: (248) 921-8165

Occupation: Digital Experience Design Business Telephone: _____

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

1. Economic Development Corporation/Brownfield Redevelopment Authority

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

Having spend the last 15 years in digital experience design working on both e-commerce
websites and consumer products, I understand the important role that digital plays in the
success of large and small businesses. Years of managing remote teams has taught me that
digital infrastructure and access to broadband is equally as important for businesses as it is for
entrepreneurs and remote workers. Prior to working in the digital space, I worked for five years
as an environmental consultant where I conducted subsurface investigations on a variety of
properties including brownfield redevelopment projects in the Detroit area.

PLEASE ATTACH A CURRENT OR UPDATED RESUME OR LETTER OF INTEREST

This application with resume' attached must be returned to:

BENZIE COUNTY CLERK
448 COURT PLACE
BEULAH, MI 49617

RECEIVED

JAN 22 2019

1/8/14

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

SUMMARY

Experienced in digital design and strategy for a wide range of products, sites, and services. Excellent analytical, strategic, organizational, and problem solving skills. Well rounded experience in both management/leadership and hands-on work.

PROFESSIONAL EXPERIENCE

UX TEAM LEAD | OCT 2015 - PRESENT

UX DESIGNER | AUG 2011 - APR 2014

Hagerty, Traverse City, MI

Currently working closely with executive stakeholders on a large company-wide digital initiative; including, to date, conducting stakeholder interviews, leading the definition of high-level UX strategy and design, and prototyping responsive web pages and flows. Also, leading UX team in creation of a digital style guide for a more cohesive user experience.

INTERACTION DESIGN CONSULTANT | APR 2015 - OCT 2015

General Motors (Aeroteck), Warren, MI

Conducted UX design work on GM's in-car infotainment system including concepting, prototyping (Axure), and documentation.

ASSOCIATE CREATIVE DIRECTOR | MAR 2014 - APR 2015

SENIOR ART DIRECTOR | AUG 2011 - APR 2014

SENIOR INFORMATION ARCHITECT | DEC 2009 - JUL 2011

Comcast, Philadelphia, PA

Spent the last three years heavily immersed in the "Internet of Things" space. As the UX lead for XFINITY's home security and automation product, led a ground-up redesign of the customer experience including TV, mobile, tablet, web, in-home touch screen, and smart watch UIs. Also consulted for other teams working on packaging, retail display, marketing, and purchase flow design.

Key Accomplishments:

- Working closely with middleware development and executive-level stakeholders, crafted a strategy for integration of third party devices into the XFINITY Home platform.
- Led a team of Designers and UX Architects on the following initiatives:
 - Defining the conceptual construct for how users would create and manage rules and automation for XFINITY Home ecosystem as well as 3rd party devices. This initiative involved generative user research, secondary research and several rounds of prototype testing.
 - Mapping out the current end-to-end customer experience for XFINITY Home from brand consideration through purchase and use of the product to address gaps in the experience and identify areas of opportunity for marketing and upsell.
 - Redesigning the self-install process for new XFINITY customers. Worked with a large group of stakeholders from multiple departments, and three different development teams across the country on a ground-up redesign of the new customer experience. This project has not yet launched.
 - Redesigning xfinitytv.com. This initiative consisted of a complete redesign with four separate tracks of work and had an aggressive timeline of four months from kick-off to launch. Worked very closely with development team using Agile methodology.
- Functioned as the primary information architect on design of the DVR Manager application which allowed users to program their DVRs from the web. Project included building a prototype for usability testing, incorporating feedback and working closely with the engineering team throughout the development process.

SENIOR INFORMATION ARCHITECT | AUG 2008 - NOV 2009

Yellowbook USA, King of Prussia, PA

Working under the UX Director, led a small team of visual and interaction designers in design initiatives that include the yellowbook.com search site, company-wide intranet, advertiser portal and mobile applications.

Key Accomplishments:

- Created UX design process guidelines to be followed by the UX team.
- Developed short and long-term information architecture strategy for yellowbook.com home page redesign launched in June, 2009.
- Using Axure, developed an interactive prototype for the addition of ratings & reviews functionality to yellowbook.com. This prototype was crucial in communicating to stakeholder how the functionality would work and facilitated iteration in the prototype phase, reducing development time.
- Using OptimalSort, conducted a large card sort study where analyses were performed on business attributes for the top 10 searched headings on yellowbook.com. This study provided insight into the best way to organize these attributes on business detail pages and in search results.
- Analyzed qualitative site feedback collected via OpinionLab over an 8-month time span and created a visualization method to help other teams understand the big picture at a glance and easily extract actionable items.

INFORMATION ARCHITECT | AUG 2005 - JUL 2008

Wunderman, Team Detroit, Dearborn, MI

Worked with business stakeholders, and a multidisciplinary team including art directors, copywriters, engineers, and digital strategists to architect web experiences and email layouts for Ford, Lincoln, and Mercury websites. Functioned as the lead Information Architect on Lincoln.com as well as on a multi-agency build & price redesign initiative.

Key Accomplishments:

- Taking into consideration target user profiles, user testing feedback, metrics analysis, and strategic vision for the site, worked with the design team to re-architect the vehicle pages for Lincoln.com and elevate the 360 view and colorizer to the main page from sub-level pages. This implementation was highlighted by JD Power & Associates as a best practice in their June 2007 evaluation of auto manufacturer web sites.
- Using Visio, developed standardized site map, wireframe, and task flow templates and stencils used by the information architect team.
- Created and ran site surveys using Keynote's Webeffective survey tool to obtain qualitative and quantitative feedback on site functionality, look and feel, brand perception, and vehicle options and pricing.

GEOLOGIST | 1999 - 2003

AKT Peerless, Farmington, MI

GEOLOGIST | 1998- 1999

Montgomery Watson, Novi, MI

EDUCATION

M.S.I. HUMAN-COMPUTER INTERACTION | DEC 2004

University of Michigan School of Information, Ann Arbor, MI

B.S. GEOLOGICAL SCIENCES | JUN 1997

B.S. SOCIAL SCIENCE - ENVIRONMENTAL STUDIES | DEC 1993

Michigan State University - East Lansing, MI

January 31, 2019

Carol Dye
1095 S Thompsonville Hwy
Thompsonville, Mi 49683

Dawn Olney
Benzie County Clerk
Beulah, Mi 49617

I would like to request re-appointment to the Benzie Housing Committee.

I believe that the work that this committee does is very important to Benzie residents needing assistance with home repairs. It has been a privilege to serve on this committee and I would like the opportunity to continue.

Thank You



Carol Dye

RECEIVED

FEB 04 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

ACTION ITEMS

Protecting Local Government Retirement and Benefits Act Corrective Action Plan: Defined Benefit Pension Retirement Systems

Issued under authority of Public Act 202 of 2017.

1. MUNICIPALITY INFORMATION

Local Unit Name: Benzie County Six-Digit Muni Code: 100000

Defined Benefit Pension System Name: Municipal Employee's Retirement System of Michigan

Contact Name (Administrative Officer): Mitchell Deisch

Title if not Administrative Officer: County Administrator

Email: mcutler@benzieco.net Telephone: (231) 882-0035

2. GENERAL INFORMATION

Corrective Action Plan: An underfunded local unit of government shall develop and submit for approval a corrective action plan for the local unit of government. The local unit of government shall determine the components of the corrective action plan. This Corrective Action Plan shall be submitted by any local unit of government with at least one defined benefit pension retirement system that has been determined to have an underfunded status. Underfunded status for a defined benefit pension system is defined as being less than 60% funded according to the most recent audited financial statements, and, if the local unit of government is a city, village, township, or county, the annually required contribution (ARC) for all of the defined benefit pension retirement systems of the local unit of government is greater than 10% of the local unit of government's annual governmental fund revenues, based on the most recent fiscal year.

Due Date: The local unit of government has **180 days from the date of notification** to submit a corrective action plan to the Municipal Stability Board (the Board). The Board may extend the 180-day deadline by up to an additional 45 days if the local unit of government submits a reasonable draft of a corrective action plan and requests an extension.

Filing: Per Sec. 10(I) of PA 202 of 2017 (the Act), this Corrective Action Plan must be approved by the local government's administrative officer and its governing body. **You must provide proof of your governing body approving this Corrective Action Plan and attach the documentation as a separate PDF document.** Per Sec. 10(4) of the Act, failure to provide documentation that demonstrates approval from your governing body will result in a determination of noncompliance by the Board.

The submitted plan must demonstrate through distinct supporting documentation how and when the local unit will reach the 60% funded ratio. Or, if the local unit is a city, village, township, or county, the submitted plan may demonstrate how and when the ARC for all of the defined benefit pension systems will be less than 10% of annual governmental fund revenues, as defined by the Act. Supporting documentation for the funding ratio and/or ARC must include an actuarial projection, an actuarial valuation, or an internally developed analysis. The local unit must project governmental fund revenues using a reasonable forecast based on historical trends and projected rates of inflation.

The completed plan must be submitted via email to Treasury at LocalRetirementReporting@michigan.gov for review by the Board. **If you have multiple underfunded retirement systems, you are required to complete separate plans and send a separate email for each underfunded system.** Please attach each plan as a separate PDF document in addition to all applicable supporting documentation.

The subject line of the email(s) should be in the following format: **Corrective Action Plan-2017, Local Unit Name, Retirement System Name** (e.g. Corrective Action Plan-2017, City of Lansing, Employees' Retirement System)

RECEIVED

Page 1

FEB 05 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Pension Plan). Treasury will send an automatic reply acknowledging receipt of the email. Your individual email settings must allow for receipt of Treasury's automatic reply. This will be the only notification confirming receipt of the application(s).

Municipal Stability Board: The Municipal Stability Board (the Board) shall review and vote on the approval of a corrective action plan submitted by a local unit of government. If a corrective action plan is approved, the Board will monitor the corrective action plan for the following two years, and the Board will report on the local unit of government's compliance with the Act not less than every two years.

Review Process: Following receipt of the email by Treasury, the Board will accept the corrective action plan submission at the next scheduled meeting of the Board. The Board shall then approve or reject the corrective action plan within 45 days from the date of the meeting.

Considerations for Approval: A successful corrective action plan will demonstrate the actions for correcting underfunded status as set forth in Sec. 10(7) of the Act (listed below), as well as any additional solutions to address the underfunded status. Please also include steps already taken to address your underfunded status as well as the date prospective actions will be taken. A local unit of government may also include in its corrective action plan, a review of the local unit of government's budget and finances to determine any alternative methods available to address its underfunded status. A corrective action plan under this section may include the development and implementation of corrective options for the local unit of government to address its underfunded status. The corrective options as described in Sec. 10(7) may include, but are not limited to, any of the following:

- (i) Closing the current defined benefit plan.
- (ii) Implementing a multiplier limit.
- (iii) Reducing or eliminating new accrued benefits.
- (iv) Implementing final average compensation standards.

Implementation: The local unit of government has up to 180 days after the approval of a corrective action plan to begin to implement the corrective action plan to address its underfunded status. The Board shall monitor each underfunded local unit of government's compliance with this act and any corrective action plan. The Board shall adopt a schedule, not less than every 2 years, to certify that the underfunded local unit of government is in substantial compliance with the Act. If the Board determines that an underfunded local unit of government is not in substantial compliance under this subsection, the Board shall within 15 days provide notification and report to the local unit of government detailing the reasons for the determination of noncompliance with the corrective action plan. The local unit of government has 60 days from the date of the notification to address the determination of noncompliance.

3. DESCRIPTIONS OF PRIOR ACTIONS

Prior actions are separated into three categories below: System Design Changes, Additional Funding, and Other Considerations. Please provide a brief description of the prior actions implemented by the local government to address the retirement system's underfunded status within the appropriate category section. Within each category are sample statements that you may choose to use to indicate the changes to your system that will positively affect your funded status. For retirement systems that have multiple divisions, departments, or plans within the same retirement system, please indicate how these changes impact the retirement **system** as a whole.

- **Please Note:** If applicable, prior actions listed within your waiver application(s) may also be included in your corrective action plan.

Please indicate where in the attached supporting documentation these changes are described and the impact of those changes (i.e. what has the local unit of government done to improve its underfunded status, and where can we find the proof of these changes in the supporting documentation?).

Note: Please provide the name of the system impacted, the date you made the change, the relevant page number(s) within the supporting documentation, and the resulting change to the system's funded ratio.

Category of Prior Actions:

- ☐ **System Design Changes** - System design changes may include the following: Lower tier of benefits for new hires, final average compensation limitations, freeze future benefit accruals for active employees in the defined benefit system, defined contribution system for new hires, hybrid system for new hires, bridged multiplier for active employees, etc.

Sample Statement: *The system's multiplier for current employees was lowered from 2.5X to 2X for the **General Employees' Retirement System** on **January 1, 2017**. On page 8 of the attached actuarial supplemental valuation, it shows our funded ratio will be **60%** by fiscal year **2020**.*

- ☐ **Additional Funding** – Additional funding may include the following: Voluntary contributions above the actuarially determined contribution, bonding, millage increases, restricted funds, etc.

Sample Statement: *The local unit provided a lump sum payment of **\$1 million** to the **General Employees' Retirement System** on **January 1, 2017**. This lump sum payment was in addition to the actuarially determined contribution (ADC) of the system. The additional contribution will increase the retirement system's funded ratio to **61% by 2025**. Please see page 10 of the attached enacted budget, which highlights this contribution of **\$1 million**.*

- ☒ **Other Considerations** – Other considerations may include the following: outdated Form 5572 information, actuarial assumption changes, amortization policy changes, etc.

Sample Statement: *The information provided on the Form 5572 from the audit used actuarial data from **2015**. Attached is an updated actuarial valuation for **2017** that shows our funded ratio has improved to **62%** as indicated on page 13.*

The information provided on the Form 5572 used information from the prior year 2016 Audit. Attached is an updated Form 5572 using Audited 2017 numbers that shows our funded ratio of 64.1%.

4. DESCRIPTION OF PROSPECTIVE ACTIONS

The corrective action plan allows you to submit a plan of prospective actions which are separated into three categories below: System Design Changes, Additional Funding, and Other Considerations. Please provide a brief description of the additional actions the local government is planning to implement to address the retirement system's underfunded status within the appropriate category section. Within each category are sample statements that you may choose to use to indicate the changes to your system that will positively affect your funded status. For retirement systems that have multiple divisions, departments, or plans within the same retirement system, please indicate how these changes impact the retirement **system** as a whole.

Please indicate where in the attached supporting documentation these changes are described and the impact of those changes (i.e. what will the local unit of government do to improve its underfunded status, and where can we find the proof of these changes in the supporting documentation?).

Category of Prospective Actions:

- ☐ **System Design Changes** - System design changes may include the following: Lower tier of benefits for new hires, final average compensation limitations, freeze future benefit accruals for active employees in the defined benefit system, defined contribution system for new hires, hybrid system for new hires, bridged multiplier for active employees, etc.

Sample Statement: Beginning with **summer 2018** contract negotiations, the local unit will seek to lower the system's multiplier for current employees from 2.5X to 2X for the **General Employees' Retirement System**. On page 8 of the attached actuarial supplemental valuation, it shows our funded ratio would be **60%** funded by **fiscal year 2020** if these changes were adopted and implemented by **fiscal year 2019**.

- ☐ **Additional Funding** – Additional funding may include the following: voluntary contributions above the actuarially determined contribution, bonding, millage increases, restricted funds, etc.

Sample Statement: Beginning in **fiscal year 2019**, the local unit will provide a lump sum payment of **\$1 million** to the **General Employees' Retirement System**. This lump sum payment will be in addition to the actuarially determined contribution (ADC) of the system. The additional contribution will increase the retirement system's funded ratio to **61% by 2025**. Please see page 10 of the attached enacted budget, which highlights this contribution of **\$1 million**. Please see page 12 of the attached supplemental actuarial valuation showing the projected change to the system's funded ratio with this additional contribution.

- ☒ **Other Considerations** – Other considerations may include the following: outdated Form 5572 information, actuarial assumption changes, amortization policy changes, etc.

Sample Statement: Beginning in **fiscal year 2019**, the local unit will begin amortizing the unfunded portion of the pension liability using a **level-dollar amortization method over a closed period of 10 years**. This will allow the retirement system to reach a funded status of **62% by 2022** as shown in the attached actuarial analysis on page 13.

The information provided on the Form 5572 used information from the prior year 2016 Audit. Attached is an updated Form 5572 using Audited 2017 numbers that shows our funded ratio of 64.1%.

5. CONFIRMATION OF FUNDING

Please check the applicable answer:

Do the corrective actions listed in this plan allow for (insert local unit name) Benzie County to make, at a minimum, the annual required contribution payment for the defined benefit pension system according to your long-term budget forecast?

☒ Yes

☐ No

If No, Explain

6. DOCUMENTATION ATTACHED TO THIS CORRECTIVE ACTION PLAN

Documentation should be attached as a .pdf to this Corrective Action Plan. The documentation should detail the corrective action plan that would be implemented to adequately address the local unit of government's underfunded status. Please check all documents that are included as part of this plan and attach in successive order as provided below:

Naming convention: when attaching documents please use the naming convention shown below. If there is more than one document in a specific category that needs to be submitted, include a, b, or c for each document. For example, if you are submitting two supplemental valuations, you would name the first document "Attachment 2a" and the second document "Attachment 2b".

Naming Convention

☒ Attachment – I

☒ Attachment – Ia

☐ Attachment – 2a

☐ Attachment – 3a

☐ Attachment – 4a

☐ Attachment – 5a

☒ Attachment –6a

Type of Document

This Corrective Action Plan Form (Required)

Documentation from the governing body approving this Corrective Action Plan (Required)

An actuarial projection, an actuarial valuation, or an internally developed analysis, which illustrates how and when the local unit will reach the 60% funded ratio. Or, if the local unit is a city, village, township, or county, ARC will be less than 10% of governmental fund revenues, as defined by the Act. (Required)

Documentation of additional payments in past years that is not reflected in your audited financial statements (e.g. enacted budget, system provided information).

Documentation of commitment to additional payments in future years (e.g. resolution, ordinance)

A separate corrective action plan that the local unit has approved to address its underfunded status, which includes documentation of prior actions, prospective actions, and the positive impact on the system's funded ratio

Other documentation not categorized above

7. CORRECTIVE ACTION PLAN CRITERIA

Please confirm that each of the four corrective action plan criteria listed below have been satisfied when submitting this document. Specific detail on corrective action plan criteria can be found in the Corrective Action Plan Development: Best Practices and Strategies document.

Corrective Action Plan Criteria

Description

☒ Underfunded Status

Is there a description and adequate supporting documentation of how and when the retirement system will reach the 60% funded ratio? Or, if your local unit is a city, village, township, or county, how and when the ARC of all pension systems will be less than 10 percent of governmental fund revenues?

☒ Reasonable Timeframe

Do the corrective actions address the underfunded status in a reasonable timeframe (see CAP criteria issued by the Board)?

☒ Legal and Feasible

Does the corrective action plan follow all applicable laws? Are all required administrative certifications and governing body approvals included? Are the actions listed feasible?

☒ Affordability

Do the corrective action(s) listed allow the local unit to make the annual required contribution payment for the pension system now and into the future without additional changes to this corrective action plan?

8. LOCAL UNIT OF GOVERNMENT'S ADMINISTRATIVE OFFICER APPROVAL OF CORRECTIVE ACTION PLAN.

I Gary Sauer, as the government's administrative officer (*enter title*) County Commissioner - Chairman (Ex: City/Township Manager, Executive director, and Chief Executive Officer, etc.) approve this Corrective Action Plan and will implement the prospective actions contained in this Corrective Action Plan.

I confirm to the best of my knowledge that because of the changes listed above, one of the following statements will occur:

☒ The Municipal Employee's Retirement System (**Insert Retirement Pension System Name**) will achieve a funded status of at least 60% by Fiscal Year 2016 as demonstrated by required supporting documentation listed in section 6.

OR, if the local unit is a city, village, township, or county:

☐ The ARC for all of the defined benefit pension retirement systems of _____ (**Insert local unit name**) will be less than 10% of the local unit of government's annual governmental fund revenues by Fiscal Year _____ as demonstrated by required supporting documentation listed in section 6.

Signature _____ Date 02/12/2019

Public Act 202 of 2017 Pension Report

Enter Local Unit Name		Benzie County	
Enter Six-Digit Municode		100000	
Unit Type		County	
Fiscal Year (four-digit year only, e.g. 2017)		2017	
Contact Name (Chief Financial Officer)		Mitchell Deisch	
Title (if not CFO: County Administrator)			
CFO (or designee) Email Address		mdeisch@benzieco.net	
Contact Telephone Number		231-882-0035	

Pension System Name (not division) 1		MERS of Michigan	
Pension System Name (not division) 2			
Pension System Name (not division) 3			
Pension System Name (not division) 4			
Pension System Name (not division) 5			

Line Description		Source of Data	Statute Reference	System 1	System 2	System 3	System 4	System 5
1	Provide the name of your retirement pension system	Most Recent Actuarial Valuation Report	Sec. 5(6)	MERS of Michigan				
2	Enter retirement pension system's assets (system fiduciary net position ending)	Most Recent Audit Report	Sec. 5(4)(b)	11,251,184				
3	Enter retirement pension system's liabilities (total pension liability ending)	Most Recent Audit Report	Sec. 5(4)(b)	17,565,274				
4	Date (system year ending) of valuation of system's assets and liabilities (e.g. 12/31/2016)	Most Recent Audit Report	Sec. 5(6)	12/31/16				
5	Actuarially Determined Contribution (ADC)	Most Recent Audit Report	Sec. 5(4)(b)	547,413				
6	Governmental Fund Revenues	Most Recent Audit Report	Sec. 5(4)(b)	6,172,293				
7	Pension Trigger Summary							
8	Is this unit a primary unit (County, Township, City, Village)?	From Municode	Sec. 5(4)(b)	YES	YES	YES	YES	YES
9	Funded ratio	Calculated	Sec. 5(4)(b)	64.1%	0.0%	0.0%	0.0%	0.0%
10	All systems combined ADC/Governmental fund revenues	Calculated	Sec. 5(4)(b)	8.9%	0.0%	0.0%	0.0%	0.0%
11	Does this system trigger "underfunded status" as defined by PA 202 of 2017?	Primary unit triggers: Less than 60% funded AND greater than 10% ADC/Governmental fund revenues. Non-Primary unit triggers: Less than 60% funded	Sec. 5(4)(b)	NO	NO	NO	NO	NO

By emailing this report to the Michigan Department of Treasury, the local unit of government acknowledges that this report is complete and accurate in all known respects. Act 202 of 2017 also requires the local unit of government to electronically submit the report to its governing body.



448 Court Place • Beulah, MI 49617

Memo To: Board of Commission
From: Mitchell D. Deisch, Administrator *m D Deisch*
Date: January 31, 2019
Subject: Governmental Center Space Needs Assessment Professional Service Agreement

Attached is a professional service agreement with Byce and Associates to perform a space needs assessment for the Benzie County Governmental Center.

This agreement was prepared and has been approved by Benzie County Attorney Tim Figura.

The not to exceed cost of the professional service agreement is \$28,250 for completing the report. There will be additional costs, identified as standard additional reimbursable schedule in the amount of approximately \$2,500.

The space needs assessment was not included in the FY 18/19 budget, based upon the fact that we did not know the exact amount of the report, thus we have previously discussed with the Board of Commission the need to use fund balance to fund this project.

Action Requested

The Benzie County Board of Commission is requested to approve the Professional Service Agreement with Byce and Associates for the amount not to exceed of \$28,500 and to authorize the Benzie County Chairperson to sign the professional service agreement.

RECEIVED

FEB 07 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT, made and entered into this 12th day of February, 2019 by and between the COUNTY OF BENZIE, Michigan, (hereinafter called "COUNTY"), presently of 448 Court Place, Beulah, MI 49617, and Byce and Associates., (hereinafter called "CONSULTANT"), presently of 487 Portage Street, Kalamazoo, MI 49007.

WHEREAS, the COUNTY desires CONSULTANT to perform a space needs analysis of the Benzie County Government Center at 448 Court Place, Beulah, MI 49617, and

WHEREAS, CONSULTANT has prepared the attached proposal, in response to the COUNTY's Request for Proposal, "Benzie County Government Center Space Needs Analysis" and COUNTY has determined the CONSULTANT's proposal best meets the requirements of the RFP, and

WHEREAS, CONSULTANT has extensive knowledge and expertise in assisting governmental entities in performing space needs analysis, development of a comprehensive plan of renovation needed to maximize the use of the county facilities, addressing safety and security related issues, record retention issues and presentation of the plan to the Benzie County Board of Commissioners.

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

ARTICLE 1

Services To Be Provided By CONSULTANT

CONSULTANT shall provide professional services, as detailed in the attached proposal and summarized below:

1. Meet with all County departments and non-mandated user groups to understand their need requirements.
2. Meet with the County Board of Commissioners Ad Hoc Space Use Committee.
3. Review stated record retention policy and determine the amount of square footage for the storage of hard copies that need to be maintained, what can be recycled and what can be digitally converted for storage.
4. Review the Benzie County Government Center (the "County Facilities") and determine the highest and best use for each space and which office/dept. should be located within each space.
5. Give priority to those mandated services vs. non-mandated services that are currently located within the County facilities.
6. Recommendations and cost estimates for reconfigure existing building for more efficient space utilization.
7. Space utilization analysis to determine the appropriate amount of space necessary.
8. Determination of internal wayfinding signage that will assist residents in finding specific offices.
9. Prioritize and determine renovations that need to happen to maximize the use of the County facilities.

10. Deliver a comprehensive plan that will show recommendations for use of the County Facilities, showing office space usage and any renovations that are being recommended. This would include a set of plans clearly identifying all recommendations and renovations.
11. Identify renovation recommendation cost estimates.
12. Present the plan to the full Board of Commissioners.

ARTICLE 2

Duration and Termination of Agreement

CONSULTANT shall commence performance of the services and obligations required of it hereunder on the 15th day of February 2019. This Agreement shall remain in full force and effect until completion of the project which is anticipated by June 2019.

If CONSULTANT fails to fulfill in a timely and proper manner its obligations under this Agreement, or shall violate any of the covenants, agreements and stipulations herein, the COUNTY shall give CONSULTANT written notice of such breach, and in the event that CONSULTANT has not remedied such breach within thirty (30) days, the COUNTY, within its sole discretion, shall have the right to terminate this Agreement. Such termination shall take immediate effect upon receipt of written notice by CONSULTANT. Notice of such termination may be given by email, in which case, such termination shall take effect within 24 hours after such email is sent to CONSULTANT. It is expressly understood and agreed by CONSULTANT that in the event of a breach of this Agreement and its termination by the COUNTY, the COUNTY reserves the right to seek any other remedies available at law and/or in equity.

ARTICLE 3

Compensation

CONSULTANT shall be compensated in the amount of \$28,250, which amount includes professional services and project-related expenses. The COUNTY will be invoiced monthly for work completed in the prior month. Final invoice will be held until project is complete and presentation has been made to the Board. Otherwise, Invoices are payable within thirty (30) days of submission. Invoices will be emailed to Mitch Deisch, County Administrator, MDeisch@benzieco.net.

The attached proposal includes expenses associated with four (4) trips to the COUNTY. Standard additional reimbursable expenses including mileage, lodging, meals and printing costs will be billed separately.

The total compensation to be paid to CONSULTANT by the COUNTY shall not, however, exceed \$28,250 without the further written approval of the Board of Commissioners of the COUNTY.

ARTICLE 4

COUNTY's Responsibilities

The COUNTY will make available such reasonable information as required for CONSULTANT to conduct its services. Such data will be made available as promptly as possible. COUNTY personnel will be made available to meet with and respond to inquiries of the CONSULTANT in a timely manner. The COUNTY will make timely payments of the service fees as set forth elsewhere in this Agreement.

ARTICLE 5
Compliance With the Law

CONSULTANT shall provide all the services to be performed under this Agreement, including but not limited to those listed in the Article 1 of this Agreement, in complete compliance with all applicable Federal, state and local laws, ordinances, rules and regulations.

ARTICLE 6
Independent Contractor

It is understood and agreed that CONSULTANT is engaged by The COUNTY to perform services under this Agreement as an independent contractor. CONSULTANT shall use its best efforts to follow written, oral, or electronically transmitted (i.e., sent via facsimile or e-mail) instructions from the COUNTY as to policy and procedure.

ARTICLE 7
Background Check

Because the County Facilities include areas that are utilized by Michigan Courts and/or the Benzie County Sheriff Office, CONSULTANT agrees that any of their employees or agents who will visit the County Facilities will voluntarily submit to a background check prior to being authorized by the COUNTY for entry to the County Facilities.

The CONSULTANT agrees to provide to the COUNTY, a reasonable time prior to their site visit, the following information about their employees or agents who will visit the County Facilities:

- Required Information - First name, last name, and date of birth.
- Optional - Middle initial, race, sex, alias or nickname, and/or maiden or previous name.

The COUNTY will conduct a search on each of the above employees or agents through the Michigan Internet Criminal History Access Tool (ICHAT). Within a reasonable time, the County will notify the CONSULTANT on whether each of the CONSULTANT's employees or agents is authorized for access to the County Facilities.

The above procedure is only required for visits to the County Facilities that will include access to the areas that are utilized by the Michigan Courts and/or the Benzie County Sheriff Office.

ARTICLE 8
Indemnification and Hold Harmless

CONSULTANT shall, at its own expense, protect, indemnify and save harmless the COUNTY, its elected and appointed officers, employees, and servants from all damage, liability, and costs resulting from any acts, omissions or negligence of CONSULTANT, its employees, agents or subcontractors that may arise out of the services to be provided by CONSULTANT under this Agreement.

ARTICLE 9

Insurance

CONSULTANT shall maintain, for the duration of this contract, insurance policies, including Automobile, Worker's Compensation, Professional Liability and General Business Liability. CONSULTANT agrees to name the COUNTY as Additional Insured, at the request of the COUNTY, and to provide the COUNTY with written evidence of same prior to commencing performance under this Agreement. If there are any changes in such policies, CONSULTANT shall notify COUNTY forthwith. If any such changes would result in lessening the coverage in effect for the COUNTY'S protection, said change shall not be made without the prior written approval of the COUNTY.

ARTICLE 10

Modifications, Amendments or Waivers of Provisions of the Agreement

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

ARTICLE 11

Assignment or Subcontracting

CONSULTANT shall not assign, subcontract or otherwise transfer its duties and/or obligations under this Agreement, beyond the limits described in the attached proposal, unless expressly approved in writing by the COUNTY.

ARTICLE 12

Disregarding Titles

The titles of the sections set forth in this Agreement are inserted for the convenience of reference only and shall be disregarded when construing or interpreting any of the provisions of this Agreement.

ARTICLE 13

Completeness of the Agreement

This Agreement, and any additional or supplementary documents incorporated herein by specific reference, contains all the terms and conditions agreed upon by the parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement or any part thereof shall have any validity or bind any of the parties hereto.

ARTICLE 14
Invalid Provision

If any provision of this Agreement is held to be invalid, the remainder of the Agreement shall not be affected thereby, except where the invalidity of the provision would result in the illegality and/or unenforceability of this Agreement.

ARTICLE 15
Non-Beneficiary Contract

This Agreement is not intended to be a third-party beneficiary contract and confers no rights on anyone other than the parties hereto.

ARTICLE 16
Certification

The persons signing below on behalf of CONSULTANT and COUNTY certify by said signatures that they are duly authorized to sign this Agreement on behalf of CONSULTANT or COUNTY and that CONSULTANT and COUNTY have authorized this Agreement.

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

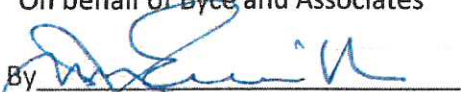
On behalf of the COUNTY OF BENZIE

By _____

Name: Gary Sauer

Title: Chairperson, Board of Commissioners

On behalf of Byce and Associates

By  _____

James Escamilla, PE
President/CEO

1/31/19



Benzie County

Government Center and Sheriff/Jail Space
Needs Analysis
Architecture and Engineering Services

November 29, 2018

Benzie County Ad Hoc Space Needs Committee
C/O: Mitchell D. Deisch, Administrator
Benzie County Administrators Office
448 Court Place
Beulah, Michigan 49617

487 PORTAGE STREET
KALAMAZOO, MI 49007

CORPORATE@BYCE.COM
WWW.BYCE.COM

TEL: 269.381.6170
FAX: 269.381.6176

Re: Proposal for Benzie County
Government Center and Sheriff / Jail Space Needs Analysis
B/A# 18100306

Dear Ad Hoc Space Needs Committee,

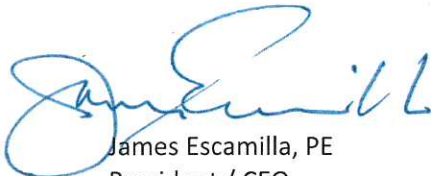
Byce & Associates, Inc. and our Team partner, Securitecture, are pleased to submit our proposal for the next step in working with you on the Benzie County Government Center and Sheriff / Jail Space Needs Analysis.

Our team attended the Pre-Proposal Meeting on November 14, 2018. After that meeting, it is understood that the intention of the services is to investigate and identify items of concern and to quantify the potential cost of the required replacements or upgrades for space utilization and allocation in the Benzie County Government Center and the Benzie County Jail and Sheriff's office. We feel confident that you will find our services and the content of this proposal aligned with the requirements and needs of this Request for Proposal. With extensive experience in Correctional and Justice Projects, our team of highly skilled professionals enables a complete full-service approach to fulfill the project objectives. Our team also brings the understanding of correctional operations and taking a project from the study phase through to completion.

We believe that our team's process provides the collaborative forum for leadership and service that will ultimately produce the best solution to meet the needs, requirements, and expectations of Benzie County.

All success is a partnership. We look forward to partnering with you on this success.

Respectfully submitted,
BYCE & ASSOCIATES, INC.



James Escamilla, PE
President / CEO

Securitecture



Joseph Mrak, AIA, LEED AP
President/CEO



TOC

Firm Profile & Contact Information	1
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Additional Information	5
Proposed Cost	6



Firm Profile & Contact Information



General Information

487 Portage Street
Kalamazoo, Michigan 49007
Phone: (269) 381-6170
Fax: (269) 381-6176

Officers:

James Escamilla, PE
Mechanical Engineer
President/CEO - Owner

Brenda Longman
Corporate Administrator
Vice President

Michael Flynn, NCARB, AIA
Architect
Vice President

Bryan Webster, PE, LEED AP
Civil/Structural Engineer
Vice President

Fred Grunert, NCARB, AIA, GGP
Architect
Vice President

Organization:

Michigan Corporation since 1959, licensed and registered to do business in the state of Michigan. Byce & Associates, Inc. is a minority-owned business interest (MBE).

Registered:

Michigan, Indiana, Illinois, Iowa, Maryland, New Jersey, New York, North Carolina, Ohio, Washington, Wisconsin, Missouri, and Idaho

Technology:

Our office is currently using AutoCAD 2019 for project documents, as well as Revit 2019, and Sketchup, Adobe Creative Suites and SU Podium for 3-Dimensional Renderings.



Byce & Associates, Inc., a member of the Michigan Minority Business Development Council, has provided design services to our local, regional and national clients for over fifty-five years. Our Professional Architectural and Engineering services encompass from initial Facility Assessments, Planning, Project Studies, and Master Plans, to full-scale, full service Architectural & Engineering services. Project experience includes a strong emphasis in local, county, and state governmental related projects, healthcare, correctional, industrial, educational, commercial and institutional facilities. Located in Kalamazoo, Michigan, our staff of professionals and support personnel includes the following disciplines:

Planning, Architecture, Interior Design
Mechanical Engineering, Electrical Engineering
Civil Engineering, Structural Engineering
Building Commissioning

Our business is built on trust and confidence in the quality of our professional services provided to our clients. We are Architects and Engineers acting in the capacity of professional, licensed service providers, as your advocate and consulting advisor on your behalf.

Firm Philosophy:

"Byce & Associates, Inc. is a team of imaginative and practical design professionals for the built environment. We provide our clients with service excellence, resulting in long-standing relationships. As the Owner's advocate, we utilize creative problem solving to provide an economical, functional and sustainable facility."

COMPANY OVERVIEW



Securitecture

INNOVATIVE SOLUTIONS
CORRECTIONS, JUSTICE, & PUBLIC SAFETY

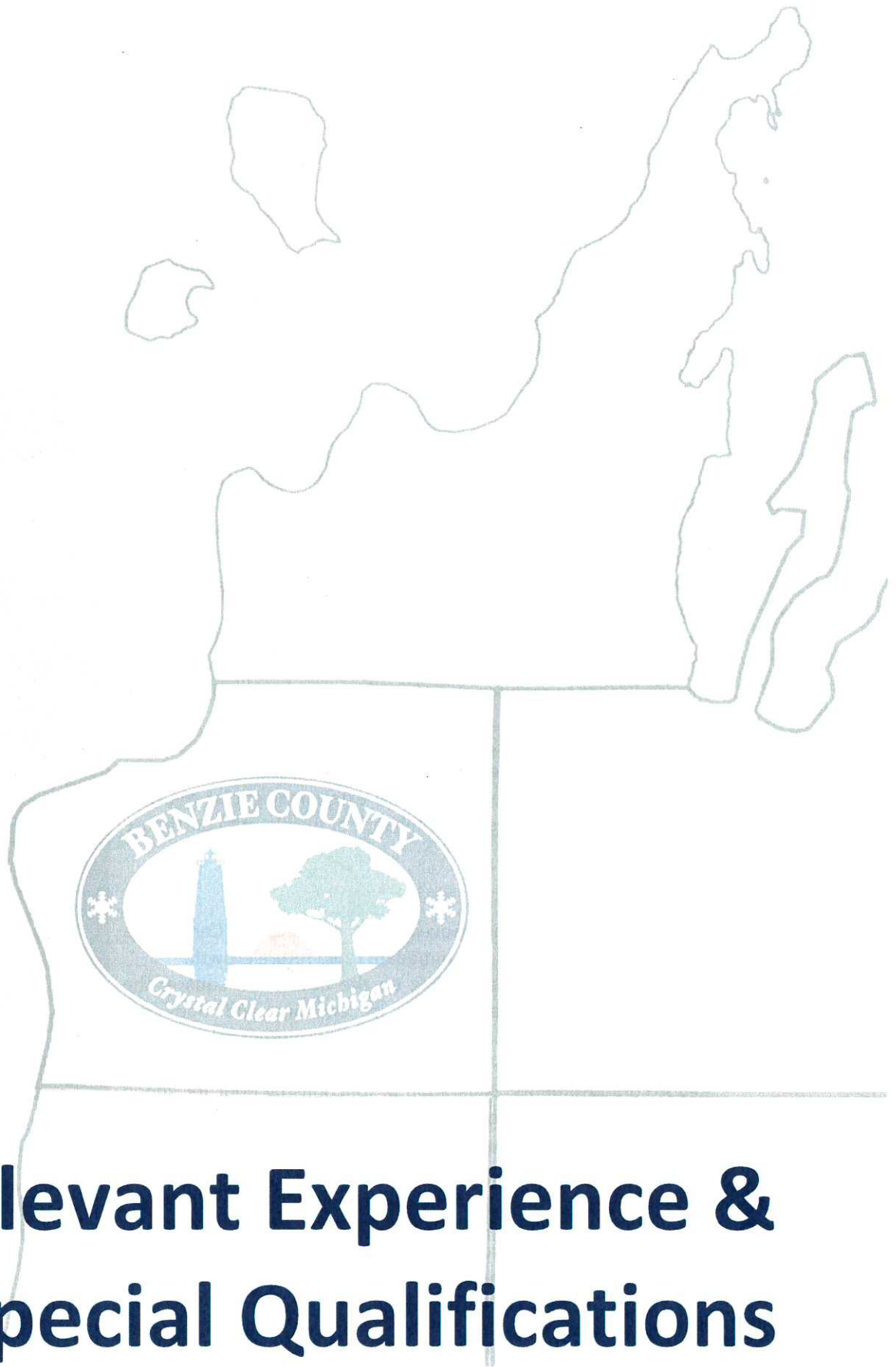
With a breadth of experience in corrections, justice, public safety, historic preservation/adaptive reuse and security consulting, Securitecture is uniquely qualified to translate your facilities needs into operational excellence.

Securitecture offers a full range of consulting, planning, architecture and design services to meet your most complex facilities challenges. The firm's areas of expertise include criminal justice, public safety, master planning, historic preservation and adaptive reuse, and communications and security needs. Securitecture's approach is to collaborate with local architectural firms, allowing you to leverage existing working relationships. We partner with you to understand both short- and long-term needs and goals, as well as the strategic and financial challenges you face. Then we leverage our expertise in corrections, justice and public safety facilities planning and design to create innovative, comprehensive, and cost-effective solutions.



Securitecture Principal Joseph Mrak is a nationally-recognized architect, pioneer, and leader in criminal justice, public safety, and homeland security design innovations. Having served as lead architect on more than 200 justice and public safety design projects to date, Joe has established a reputation as one of the Midwest's leading authorities in criminal justice and public safety facilities planning and design. His familiarity with the key issues in corrections, justice, and public safety planning and architecture have led to numerous award-winning, innovative solutions that are the new standard for correctional facilities design.

Now as owner and principal of Securitecture, Joe strives to create uniquely innovative and cost-efficient solutions to meet your most complex planning and design challenges. When you need a trusted expert in corrections and public safety facilities planning and architecture, Securitecture can help.



Relevant Experience & Special Qualifications

Project Experience

Hamilton County

Government and Judicial Center

Kalamazoo, Michigan

Rapid growth in Hamilton County has led to greater demand for county courts, court staff areas, administrative office, and public meeting areas. A new government and judicial center was needed that would aesthetically blend within Noblesville's historic downtown courthouse square.

Project Approach:

- Facility was designed to meet both functional and aesthetic goals, with three floors above grade, a basement and sub-basement
- Second and third floors house eight state-of-the-art courtrooms plus two large hearing rooms
- First floor houses commissioner and council court and various administrative departments
- Secure underground garage, secure vehicular sallyport and holding areas for the courts are in the basement, with a central control room to monitor and control all security functions in the facility
- Sub-basement holds 20,000 square feet of record storage
- Building facade was segmented into five sections to blend with the courthouse square, and 3-story exterior height of the five-story building preserves the dominance of the historic courthouse building

Result:

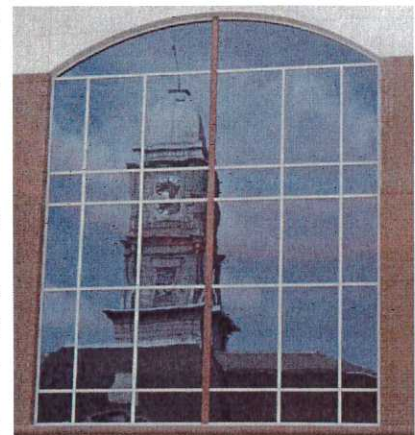
- The Hamilton County Government and Judicial Center has 196,000 square feet to accommodate rapid future growth.
- Although the largest building on the downtown square, the Center fits aesthetically within its environs and does not overpower the historic courthouse or other commercial buildings.

Key Accomplishments: Separation of functions by floor for added security; allows for growth; aesthetically blends with historic courthouse and courthouse square.

Project Roles: Principal in Charge and Architect of Record (as James Architects and Engineers team member)

Project Team: James Architects and Engineers

Client: Hamilton County
Board of Commissioners



Project Experience

Branch County Jail

Feasibility Study/ Master Planning
Coldwater, Michigan

Branch County has been occupying a "temporary" Jail for over 30 years. To add to their issues, the jail was originally a nursing home closed in the 1990's and renovated into the temporary county jail. The physical plant was in poor condition and maintenance costs were skyrocketing. The layout of the building proved to be a very staff intensive operation and extremely difficult to monitor inmate activities. Increasing overcrowding pushed the County to action to determine the feasibility of a new jail.

Project Approach:

- A four phase project approach was developed for the study (pre-project, strategic planning, staff and space programming, and conceptual design and estimating).
- A committee of County Commissioners, Sheriff's Office staff, building users, and County personnel was created to contribute to the study effort.
- A 20-year strategic plan of the County's Justice System needs was projected through the use of 10-year historical data and interviews with Justice System personnel and Sheriff's Office personnel.
- It was determined that the County needed a Jail facility of 240-340 beds to meet projected 20-year growth.
- An architectural program and staffing profile was developed for a 240 bed prototype new facility.
- 7 different design concepts were developed in the following categories:
 - Renovation of the existing jail
 - Renovation and addition to the existing jail
 - New jail at the existing site location
 - New jail at new site location

Result:

- Seven options including construction cost, project cost, staffing and operational budgets were developed ranging from \$11.4 to \$28.9 million, six of which met the 20 year projected needs of the County.
- The study created an effective baseline of information that allowed a fully informed decision by the County Board and information to present to the Community at large to proceed with a millage question to fund the proposed project.

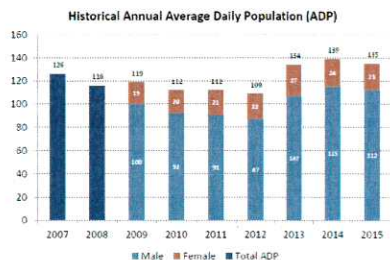
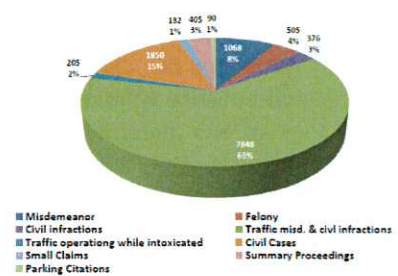
Key Accomplishments: Determined the County's 20-year Justice and Corrections needs and developed six feasible options for a jail facility that met the County's long-term goals. The project resulted in a plan of action to solve Branch County's jail facility needs.

Project Roles: Principal in Charge, Lead Planner (as RQAW team member)

Project Team: RQAW Corporation, Byce & Associates, Inc.



Total Caseload - 2014



Project Experience

Delta County Jail

Jail Feasibility Study/ Master planning

Escanaba, Michigan

Delta County occupied a jail that was over 50 years old located on the County Square and the Lake Michigan lakefront. The physical plant was in poor condition and maintenance costs were increasing. The layout of the building was very staff intensive and extremely difficult to monitor inmate activities. Increasing overcrowding and constant housing of prisoners out of county, required the County to take action to determine the feasibility of a new jail.



Project Approach:

- A four phase project approach was developed for the study (pre-project, strategic planning, staff and space programming, and conceptual design and estimating).
- A committee of County Commissioners, Sheriff's Office staff, building users, and County personnel was created to contribute to the study effort.
- A 20-year strategic plan of the County's Justice System needs was projected through the use of 10-year historical data and interviews with Justice System personnel and Sheriff's Office personnel.
- It was determined that the County needed a Jail facility of approximately 200 beds to meet projected 20-year growth.
- An architectural program and staffing profile was developed for a 200 bed jail facility.
- Four different design concepts were developed in the following categories:
 - Renovation and addition to the existing County Services Building, new jail at a new site location, and two options for renovating the Courthouse to receive remote prisoner transports and holding.

Result:

- The renovation and addition to the County Services Building proved to be the most feasible option, saving approximately \$2.5 million in construction cost, re-purposing a currently under-utilized county asset, and proved to be more acceptable to the public.
- The study created an effective baseline of information that allowed a fully informed decision by the County Board and information to present to the Community at large to proceed with a millage question to fund the proposed project.

Key Accomplishments: Determined the County's 20-year Justice and Corrections needs and developed four options for a Jail facility and Courthouse addition that met the County's long-term goals. The project resulted in a plan of action to solve Delta County's jail facility needs.

Project Roles: Principal in Charge, Lead Planner (as RQAW team member)

Project Team: RQAW Corporation, Byce & Associates, Inc.

Project Experience

Livingston County Jail

Expansion Study Peer Review

Howell, Michigan

Livingston County occupies a jail that is over 50 years old and that has been expanded at least two times previously. The layout of the building was less than staff friendly. Increasing overcrowding and constant housing of prisoners out of county, required the County to review options for additional expansion. The County retained a local architect to prepare expansion options and construction costs. The County and the local architect sought out a corrections expert to review the alternatives developed.



Project Approach:

- A peer review of the previously developed alternatives was reviewed for construction costs, staffing efficiency and construction phasing feasibility.
- A committee of County Administrative staff, Sheriff's Office staff, building users, and the local design firm was created to contribute to the study effort.
- Our study recommended:
 - A larger, more staff efficient 220 bed housing pod be built on the east side of the jail.
 - Revert old housing pods back to their previous, more appropriate use.
 - Expand intake to accommodate greater capacity and larger percentage of female inmates.

Result:

- The renovation and addition to the Livingston County Jail continued the useful life of this critical facility for decades.
- The updated master plan accommodated additional expansion opportunities for the future.
- The final plan proved to be staff efficient and staff-friendly.

Key Accomplishments: Create approach increased the useful life of the jail by increasing classification opportunities and increasing staff efficiency by design.

Project Roles: Principal in Charge, Lead Planner (as RQAW team member)

Project Team: RQAW Corporation, Lindhout Associates, Byce & Associates, Inc.

Client: Livingston County Board of Commissioners

Project Experience

Kalamazoo County

Jail Master Planning, Addition and Renovation

Kalamazoo, Michigan

We were presented with the challenge of solving the short term detention needs for Kalamazoo County while making sure that the construction is in line with the intended future build-out of the building to 1,000 beds.

We employed the “Charrette” planning process to bring all of the divergent policy makers, users, county law enforcement agencies, neighbors and stake-holders together in an intensive four day process to determine the correct scope, cost and operations solution for the county. The first solution developed by the Charrette was the master plan for the eventual build-out of the facility to 1,000 beds. The master plan needed to be constructed in phases with the first phase to be aimed at solving all of the short term critical needs of the facility.

The 74,000 square foot design incorporates a new intake and processing area allowing for a smooth operational sequence in the intake, arraignment and the classification process. Adjacent housing units were designed to provide for specialty housing for the mentally ill, sick, and difficult to manage maximum security prisoners. By removing the burden of these specialty functions, the existing housing can better serve the incarceration needs of the County for the next ten to twenty years. Once the facility reaches capacity, the future phases of construction can be accomplished without the need to re-design or remodel the existing facility or phase one housing.

Scope of Services: Civil, Architectural, Structural, Mechanical, Electrical and Plumbing
Completion Date: 2013
Contact: William Timmerman
Captain/Chief Deputy
269.385.6138
wjtimmm@kalcounty.com



Project Experience

Allegan County

Jail & Sheriff's Office Building Conversion

Allegan, Michigan

The project entails the architectural programming and design to renovate a former Haworth Seating Plant, 189,000 SF, located on 22 acres in Allegan County, Michigan to house Allegan County Jail and Sheriff's Office.

The design process included conducting an intensive multi-day charrette. The charrette allowed all the stake-holders to be part of the process to determine the projected size and capacity of the new and future facilities develop a space needs analysis and architectural program, develop a long term master plan of this site, determine a staffing and operational philosophy for the jail, develop a construction/ project budget, develop a staffing and operations budget which will all be verified throughout the design process periodically.

The initial build-out would provide approximately 375 beds, the master plan would allow for the future expansion to be within the existing footprint of the building and would be for additional Inmate Housing to accommodate up to 800 inmates. The master plan would be accomplished without future adjustment to the associated Sheriff's Administration and Jail support spaces.

The initial build-out would include two (2) small additions to the facility as a new secure vehicular Sally Port and Outdoor Recreation area. The floor plan has been adapted to the existing framing system and optimizes the existing high bay areas by proposing a system of double stacked steel pre-fabricated cells therefore the existing structural framing will remain in place with minor revisions or reinforcing. The mechanical, plumbing, fire protection, electrical, and other life safety building systems will be designed to be new in their entirety. The finished jail will be built out to include a state of the art security automation system complete with door access, door monitoring control, and visual monitoring of all secure areas.



Scope of Services: Civil, Architectural, Structural, Mechanical, and Electrical

Completion Date: 2014

Contact: Rob Sarro
Allegan County Administrator
269.673.0239
rsarro@allegancounty.org

References

Mr. Peter Garwood
Antrim County
County Administrator
203 E. Cayuga Street
P.O. Box 187
Bellaire, Michigan 49615
231.533.6265
garwoodp@antrimcounty.org



Ms. Thom Canny
Kalamazoo County
Circuit Administrator
201 W. Kalamazoo Avenue
Kalamazoo, Michigan 49007
269.383.8950
tmcann@kalcounty.com



Mr. Rob Sarro
Allegan County
County Administrator
3283 122nd Avenue
Allegan, MI 49010
269.673.0220
Rsarro@allegancounty.org



Mr. William Wolf
County Administrator
Berrien County
701 Main Street, 4th Floor
St. Joseph, Michigan 49085
269.983.7111 ext. 8601
wwolf@berriencounty.org



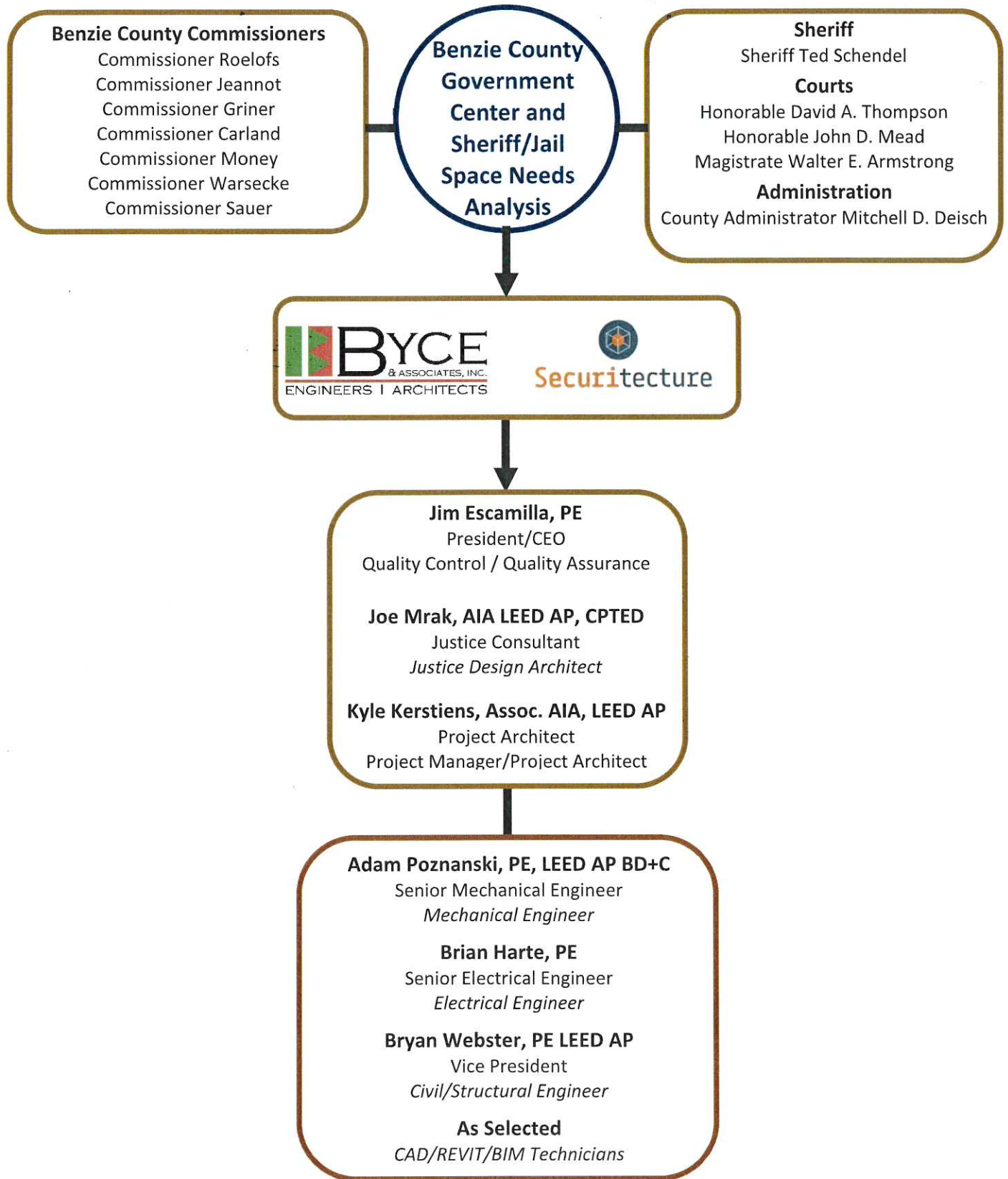
Mr. Phil Strom
Delta County
County Administrator
310 Ludington St.
Escanaba, Michigan 49829
906.789.5100
pstrom@deltacountymi.org

Delta County
Michigan



Organizational Structure and Staff Resumes

Byce & Associates, Inc. & Securitecture ORG CHART



James Escamilla PE, NCEES

President/CEO

With over 35 years of experience, Mr. Escamilla has allowed himself to become instrumental in multiple high-tech new construction and remodeling projects for educational, pharmaceutical, manufacturing, correctional and healthcare clients. James has been recognized by his peers for his expertise in engineering design and project management, and was voted Engineer of the Year in 1991 by the Michigan Society of Engineers. In 2013 he was awarded ASHRAE's National Distinguished Service Award and in 1989 received ASHRAE's Professional Award of Excellence. James serves as President and Chief Executive Officer of the firm responsible for overall management, strategic planning and profitability of the business.



Education

Bachelors of Science in Mechanical Engineering
Michigan Technological University, 1981

Registration

Registered Engineer - Michigan, Indiana, Ohio
Certified in Plumbing Design
National Council of Examiners for Engineering and Survey

Professional Affiliations

Michigan Minority Business Development Council (MBE)
Michigan Society of Professional Engineers (MSPE)
State Director, 2000-2001
Past Vice President in Charge of Membership
Past President, Southwest Chapter
American Consulting Engineers Council (ACEC)
Michigan - Current National Director
State Director, 2006-2007
American Society of Plumbing Engineers (ASPE)
Edison Mainstreet Association - Board
Edison Business Association - President
Council of American Mechanical Electrical Engineers (CAMEE) - Immediate Past President
Downtown Development Authority (DDA) Vice Chair
Economic Development Corporation (EDC) - Board
Western Michigan University
Lee Honors College - Board
Community Promise Federal Credit Union
Loan Committee
Brownfield Redevelopment Authority - Member
Sustainable Community Initiative (SCI)
MRC Industries
Board of Directors 2001-2003
S.W. Michigan Sustainable Business Forum (SWMSBF)
Downtown Kalamazoo Inc. Board (DKI)
American Society of Heating, Refrigeration and Air Conditioning Engineers (ASHRAE)
Past Director of Regions Council
National Board of Directors position
Past National Member Council Committee
Past National Chairman of Membership
Promotion
Past Chairman West Michigan Chapter
American Institute of Architects (AIA)
Professional affiliate member
Kalamazoo Rotarian

Project Experience

Berrien County New Jail Intake Center	Roscommon County Jail Minimum Security Renovation
Kalamazoo County Jail Renovations and Additions	Bellamy Creek MSI Building New Building
Allegan County Jail & Sheriff's Office Building Conversion	Riverside Correctional Facility HVAC Upgrades
Muskegon County Jail Feasibility Study	Riverside Correctional Facility Security Systems Upgrades
Kalamazoo County New Juvenile Detention Center	Pugsley Correctional Facility Three New 272 Bed Housing Units
Livingston County Jail Study	Branch County Jail New Building
Wexford County Jail Needs Assessment Study	Chippewa County jail New & Renovation
Kalamazoo County Data Center HVAC Renovations	State of Michigan Department of Corrections New Huron Valley Food Service Building
Hillsdale County Courthouse HVAC Study	State of Michigan G. Robert Cotton Correctional Facility Security Gates
Van Buren County Jail Renovation	State of Michigan Secondary Complex Building General Service Building HVAC Replacement
Gratiot County Jail & Administration Building Central Dispatch Renovation	State of Michigan Secondary Complex Building Automation System HVAC Upgrade
Ionia Correctional Facility Renovation	
Midland County Jail Bed Addition & Kitchen Remodel	

Joseph M. Mrak, AIA, LEED AP, NCARB, CPTED

Justice Consultant

Joe has been the driving force behind many unique architectural innovations, particularly in criminal justice, public safety, and municipal projects. He has provided architectural leadership for more than 150 justice projects and has pioneered many correction design features that are now standard in the industry.

Joe's experience within the justice and municipal arenas has enabled him to create innovations in form and function that go far beyond typical architectural expectations. Many of Joe's justice facilities have introduced award-winning innovations such as video visitation, touch screen security, double-envelope pod design around a single elevated control room, prefabricated steel modular cells, and precast concrete construction—features now duplicated in many new justice designs. Police station designs offer fully integrated electronic security systems, state-of-the-art technology, and progressive and efficient design. His courthouse facilities are noted for addressing security and efficiency needs while going the extra mile to preserve a building's historical integrity and appeal. No matter what the project, Joe combines his unparalleled architectural expertise with a genuine concern for his client's unique needs and goals. The result earns both industry honors and the respect of the clients he serves so well.

Project Experience

Feasibility Studies / Masterplans

Allegan County MI Courthouse Masterplan

Barry County Jail Feasibility Study

Bartholomew County Jail Addition & Renovation Feasibility Study

Brown County Law Enforcement Building Feasibility Study

Calhoun County MI Sheriff's Office Masterplan

Cass County Government Center Master Plan

Clay County Jail Feasibility Study

Crawford County Jail and Justice Center Feasibility Study
Daviess County Jail Feasibility Study

Dearborn County Jail Feasibility Study

Dearborn County Justice Strategic Master Plan

Dearborn County YES Home

Delta County Jail Feasibility Study

Desoto County FL Expansion Study

Fort Walton Beach FL City Facilities Masterplan

Gadsden County FL Federal Hold Facility Feasibility Study

Greene County Jail Expansion and Renovation Study

Hamilton County Corrections Campus Master Plan 2006

Hamilton County Corrections Campus Master Plan 2015

Harrison County Justice Center Feasibility Study

Harrison County Government Facilities Master Plan

Hardee County FL Jail Expansion Study

Hendry County FL Jail Addition Feasibility Study

SEE SECURITECTURE PROJECT LISTING FOR A MORE EXPANSIVE LIST.



Education

Bachelor of Architecture, Ball State University

Bachelor of Environmental Design, Ball State University

Registration

Licensed Architect – Indiana, Florida, Georgia, Illinois, Kentucky, Michigan, Missouri, North Carolina, Ohio, South Carolina, Tennessee, West Virginia

NCARB Certified

LEED Accredited Professional

Crime Prevention Through Environmental Design (CPTED)

Planning / Design / Construction Experience

Justice Projects – 150+

Detention Beds – 14,600+

Courtrooms – 35+

Justice Square Feet – 3,713,000 SF

Justice Construction Costs - \$776,000,000

Honors & Recognition

AIA Justice Facilities Review 2011—Kalamazoo County Juvenile Home *Merit Award

AIA Justice Facilities Review 2008—Hamilton County Juvenile Services Center

AIA Justice Facilities Review 2001-2002—Cass County Jail

AIA Justice Facilities Review 1999-2000—Pulaski County Justice Center

AIA Justice Facilities Review 1997-1998—Harrison County Justice Center

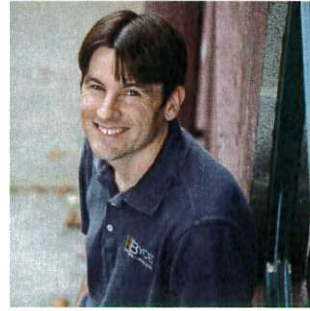
AIA Justice Facilities Review 1997-1998—Blackford County Security Center

AIA Justice Facilities Review 1996—Howard County Criminal Justice Center

Adam Poznanski, PE, CPMP, BEMP, LEED AP BD+C

Senior Mechanical Engineer

Mr. Poznanski serves as Senior Mechanical Engineer at Byce & Associates, Inc. Adam's responsibilities include assisting project managers in all aspects of HVAC design and assisting with new heating system options, estimated costs and benefits. He regularly uses CAD and other industry software in these designs. Mr. Poznanski prepares and modifies reports, specifications, plans and construction drawings. He has experience working with educational, industrial, commercial and healthcare facility design and protocol.



Project Experience

Kalamazoo County Jail
Renovations and Additions

5/3rd - Multiple Locations
New HVAC Design

Allegan County Jail & Sheriff's
Office Building Conversion

Trillium
Renovations to Existing Building

State of Michigan
Michigan Career & Technical
Institute New Dust Collector &
HVAC Upgrades

Geislinger Manufacturing
Addition to Manufacturing Facility

Covance Research Facility
Upgrades to an Existing Building

State of Michigan
Michigan Commission of the Blind
Renovations and Additions

Bell's Brewery, Inc.
New Micro Brewing Facility

State of Michigan
Department of Corrections New
Huron Valley Food Service Building

National Guard Renovations to
Building # 5 at Stout Field

State of Michigan
Secondary Complex Building
Automation System HVAC Upgrade

Kalamazoo Alzheimer's Facility
Renovation and Conversion

Alpine Haus Senior Apartments
Building Renovation & Addition

State of Michigan
Energy Center AHU Install

Fort Custer Training Center
Maintenance Facility

Kalamazoo County Land Bank
Prairie Gardens Senior Housing

Fennville Schools
New Design & Renovation

Portage Public Schools
Technology & Training Center
Public Media Network Tenant
Build-Out

II Stanley Corporation
Renovations / Additions

Kalsec, Inc.
New Quality Control Laboratory

The Connable Office
HVAC Upgrades

Congregation of Moses
HVAC Upgrades

Radisson Plaza Hotel
Multiple Upgrades to the Hotel

MPI Research Necropsy Lab
Chilled Water Upgrades

Gerald R. Ford Job Corp.
Renovations to Existing Facility

Education

Bachelor of Science in Mechanical Engineering
Western Michigan University, 2005

Registration

Professional Engineer - Michigan
Building Energy Modeling Professional
LEED Accredited Professional
Commissioning Process Management Professional

Professional Affiliations

American Society of Heating, Refrigerating and Air
Conditioning Engineers (ASHRAE)
U.S. Green Building Council (USGBC)
S.W. Michigan Sustainable Business Forum (SWMSBF)

Kyle Kerstiens, Assoc. AIA

Project Architect

Mr. Kerstiens has over 16 years' experience as a Project Architect. He serves as an Architect at Byce & Associates, Inc. He has worked on all aspects of the architectural profession from conceptual design to construction administration. His experience includes educational, governmental, and correctional developments.

Project Experience

Delta County
New Jail & Sheriff's Office
Renovation

Berrien County
Jail Intake Renovation & Addition

Elkhart County
Juvenile Center

Knox County
Jail Addition

Lake County Illinois
Secure Detention Conversion

Marion County
Arrestee Processing Center

Putnam County
Jail Addition

Washington County
Jail Addition

Will County
Jail Addition

Knox County
Jail Addition

Hamilton County
Security Electronics Upgrade

Allen County
Public Safety Training Facility

Okaloosa County
Courthouse

Allegan County
Courthouse Masterplan

Zionsville Township
Town Hall

Newton County
Government Center

Harrison County
Government Center

Portage Township
Police Station

Noblesville Township
Police Station

Union Township
Fire Station

Brook Township
Fire Station

City of Valparaiso
Police Station

West Lafayette
Police Station

Green Castle Police Station
Renovation

Hobart Township
Police Station

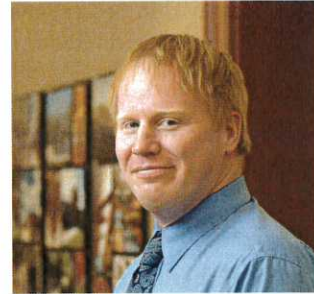
Lincoln Township
Fire Station

Rising Sun
Elementary School

Rising Sun
High School

Westfield Township
Fire Station

Hoosier Township
Patriot Memorial



Education

Bachelor of Architecture
Ball State University, 2001
Bachelor of Environmental Design
Ball State University, 2001

Professional Affiliations

American Institute of Architects (AIA)
U.S. Green Building Council (USGBC)

Brian Harte, PE

Senior Electrical Engineer

Mr. Harte is a senior electrical engineer with over 30 years of experience in the design of electrical systems, specializing in medium voltage distribution, lighting design, and telecommunications cabling design. Mr. Harte serves as Senior Electrical Engineer and Project Manager at Byce & Associates, Inc. He is involved in every part of the Electrical Engineering projects in the office from cost budgeting and maintaining of an accurate schedule to design development and construction administration. Mr. Harte has a vast experience with Federal, State and local projects across the county as well as commercial, hospitality, educational, healthcare and institutional developments.



Project Experience

Kalamazoo County Jail
Renovations and Additions

Allegan County Jail & Sheriff's
Office Building Conversion

Kalamazoo County Nazareth
Building Fire Alarm Repairs

Muskegon County Airport Rescue
and Fire Fighting Facility

Livingston County
Jail Study

Washtenaw County Parks
Independence Lake Spray and
Water Play Zone

Bronson Skilled Nursing Facility
Commissioning

WILD Flavors, Inc.
AM Todd Building Renovations

Bell's Brewery, Inc.
800 Barrel Fermentation Addition

Western Michigan University
Western View Phase II
Commissioning

Western Michigan University
Legacy Collections Center
Commissioning

Kalamazoo Valley Community
College Welding Exhaust System

State of Michigan
Kalamazoo Psychiatric Hospital
IP Surveillance System

Newell Rubbermaid
New Design Center

State of Michigan
Handlon Correctional Facility
New Fire Alarm System

Parker Hannifin
HVAC Upgrade

Bell's Brewery, Inc.
Ammonia Chiller Building

Bell's Brewery, Inc.
Upper Hand Brewhouse

Chicago USPS
Process & Distribution Center

Eaton Corporation
Galesburg Campus Fitness Center

Western Michigan University
Bill Brown Stadium Locker Room &
Lobby Renovation

Lake Pointe Senior Housing
New Development

South Haven Northside Marina
New Building Facility

City of Grandville WWTP
Clean Water Plant Improvements

Education

Bachelor of Science in Electrical Engineering
Minor in Computer Science
Michigan State University, 1984

Registration

Professional Engineer - Michigan

Professional Affiliations

Institute of Electrical Engineers (IEEE)
Illuminating Engineering Society (IES)
Engineering Society of Detroit (ESD)
U.S. Green Building Council (USGBC)
S.W. Michigan Sustainable Business Forum (SWMSBF)

* services performed while with other firms

Bryan Webster, PE, NCEES, LEED AP

Vice President / Civil/Structural Engineer

Mr. Webster is responsible for the management of the Civil and Structural Departments for Byce & Associates, Inc. His 20 years of experience comprises of a wide variety of civil/structural engineering and construction experience. As the Vice President, Bryan coordinates and communicates with everyone involved in projects requiring those disciplines. He is involved in every step of the project from start to finish. Mr. Webster's work history includes industrial, commercial, educational and institutional facilities, and civil/site design.



Project Experience

Kalamazoo County Jail
Renovations and Additions

Allegan County Jail & Sheriff's
Office Building Conversion

Washtenaw County Parks
Independence Lake Spray and
Water Play Zone

Kalamazoo County Juvenile Home
New Juvenile Home

Kalamazoo County Juvenile Home
Retaining Wall Structural Stability

Muskegon County
Jail Feasibility Study

Fort Custer Training Center
Maintenance Center

State of Michigan
MDOT Construction and
Technology Bituminous Laboratory

State of Michigan
Michigan Commission of the Blind
Renovations and Additions

State of Michigan
Department of Corrections New
Huron Valley Food Service Building

State of Michigan
Energy Center AHU Install

WILD Flavors, Inc.
AM Todd Facility Assessment

WILD Flavors, Inc.
AM Todd Building Site
Improvements

Battle Creek Veterans Affairs
Structural Assessment

Park Club
Facility Assessment

Kalamazoo County Land Bank
Property Assessment Services

New Sawyer House
Structural Assessment

Radisson Plaza Hotel
Structural Assessment

Mule House
Feasibility Assessment

Douglas Avenue Firehouse
Facility Assessment

Bell's Brewery, Inc.
Ammonia Chiller Building

Bell's Brewery, Inc.
New Upper Hand Brewhouse

Newell Rubbermaid
New Design Center

Parker Hannifin
HVAC Upgrade

Graphics Packaging
Operating Floor Replacement

Wimberley Ford Dealership
Showroom Addition

Education

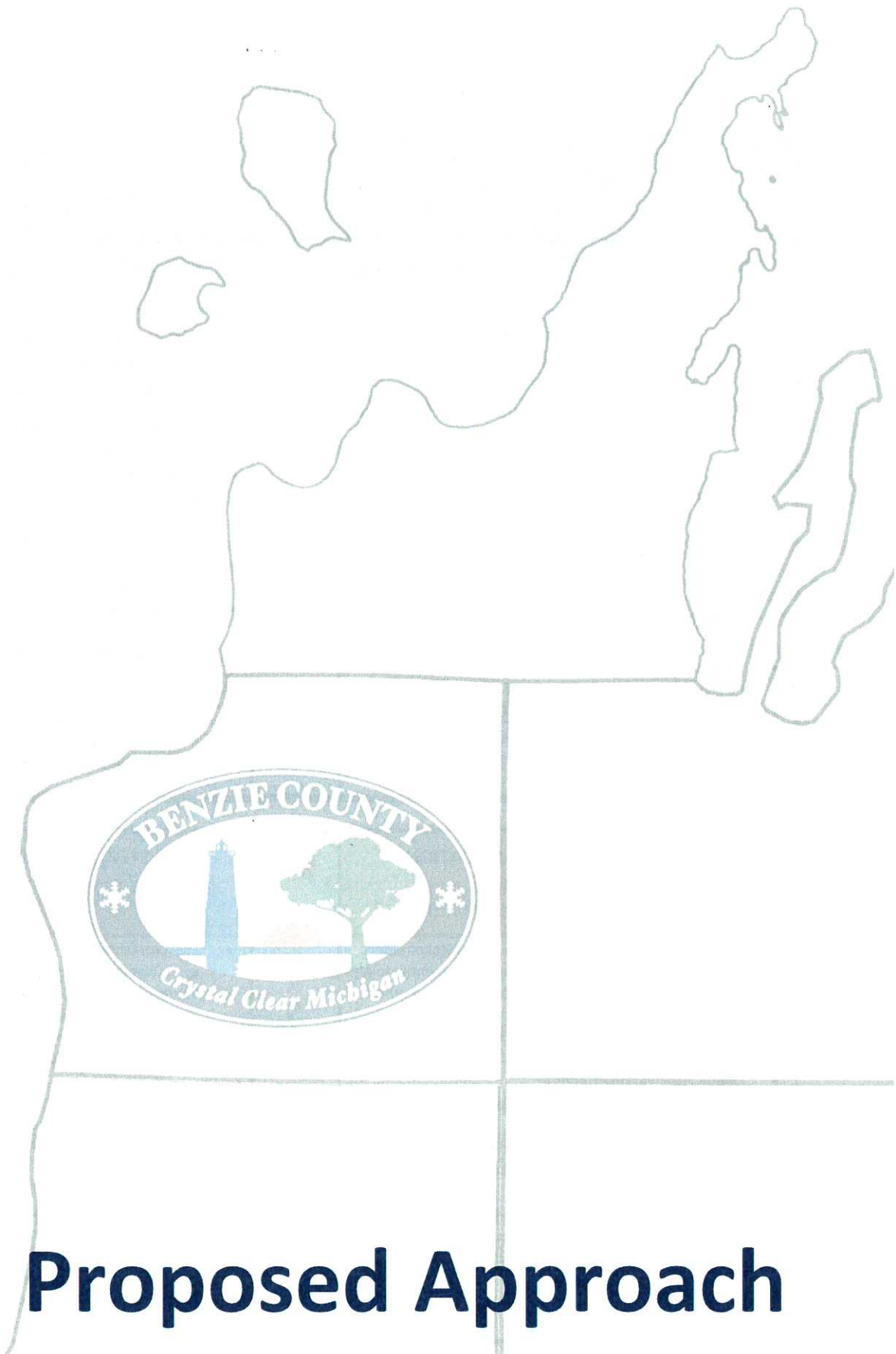
Bachelors of Science in Civil Engineering
Michigan State University, 1994

Registration

Professional Engineer – Michigan, Arkansas, Missouri
Registered Code Official and Inspector – State of Michigan
Certified Storm Water Operator
LEED Accredited Professional
National Council of Examiners for Engineering and Survey

Professional Affiliations

National Ready Mixed Concrete Association (NRMCA)
Inspecting Engineer #808577
Michigan Society of Professional Engineers (MSPE)
Past President, Western Michigan Chapter
American Society of Civil Engineers (ASCE)
Past Director of Lansing Branch
Structural Engineers Association of Michigan (SEAMI)
American Concrete Institute (ACI)
U.S. Green Building Council – Member
S.W. Michigan Sustainable Business Forum - Member



Proposed Approach

Byce & Associates, Inc. & Securitecture Project Approach

Benzie County Facilities Master Plan Approach and Methodology

Anticipated total duration of 4 Months with the below steps overlapping!

STEP 1: PRE-PROJECT

Anticipated Duration: 1 Month

- Project "Kick-Off-Meeting"
 - Define Project Committee, Roles and Lines of Communication.
 - Confirm Goals, Objectives, Approach and Methodology.
 - Confirm all Users/Stakeholders Included in the Project and Verify Contact Information.
 - Confirm Facilities and Site Options to be Included in the Project.
 - Define Review and Approval Process.
 - Confirm Schedule and Deliverables.
- Develop Master Plan Base Sheets for Existing Space Evaluation and Communication of Study Information
- Develop, Issuance and Receipt of Data/Information.
- Develop, Issuance and Receipt of Questionnaires.

STEP 2: STRATEGIC PLANNING & FACILITY SYSTEMS EVALUATION

Anticipated Duration: 2 Months

- Complete Analytics of Historical Trends.
- Analyze Growth Influences and Operational Factors.
- Complete Population Projection Models.
- Define Space Standards.
- Complete Existing Space Analysis.
- Conduct User/Stakeholders Interviews.
- Complete 10 (2029) and 20 (2039) Staff, Beds, Courts and Space Projection Models.
- Complete Operations/Service Providing System Analysis.
- Complete Facility Systems Evaluation.
- Meet with Users/Stakeholders and Committee as required to Review and Confirm Conclusions as Required.
- Complete Phase Summary and Review with Users/Stakeholders and Committee.
- Present Conclusions to the Committee and Commissioners as Required.

STEP 3: SERVICES SYSTEM EVALUATION & PROGRAMMING

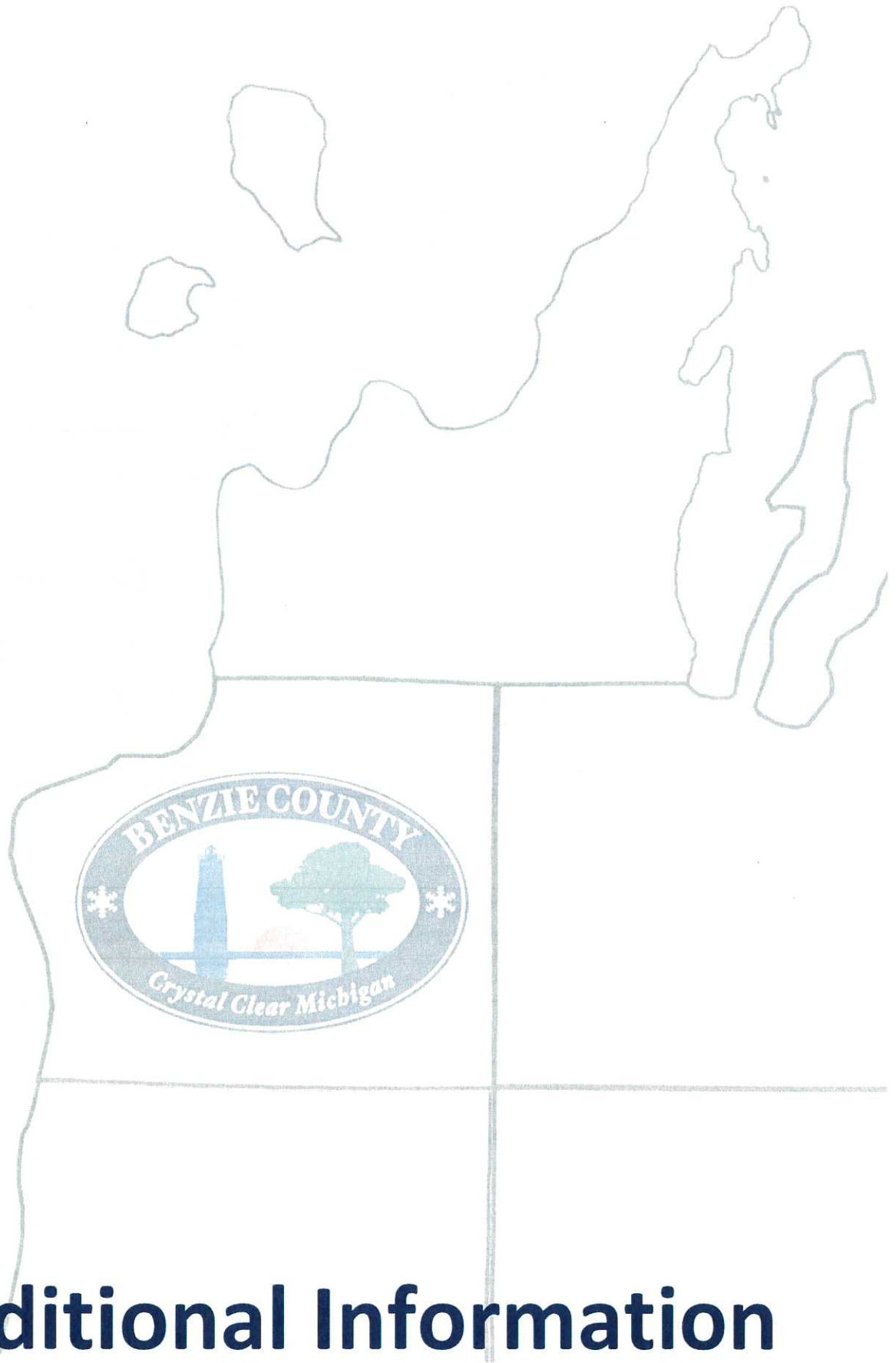
Anticipated Duration: 1 to 2 Months

- Conduct "Visioning" Meeting with Users/Stakeholders and Committee to Discuss How you are currently doing business and How that May or Should Change in the Future to Better Provide Services.
- Develop Detailed 10 (2029) and 20 (2039) Staff and Space Programs.
- Define 2039 Parking Needs.
- Define Critical Adjacencies Necessary for Operational and Service Efficiencies.
- Meet with Users/Stakeholders and Committee as required to Review and Confirm Conclusions as Required.
- Complete Phase Summary and Review with Users/Stakeholders and Committee.
- Present Conclusions to the Committee and Commissioners as Required.

STEP 4: MASTER PLANNING

Anticipated Duration: 1 Month

- Pre-Workshop:
 - Develop Workshop Tools.
- Workshop (Users/Stakeholders and Committee):
 - Exploration Options to Address Space/Facility Needs and Beneficial Operational Scenarios.
 - Discussion of Costs, Implementation /Phasing Plans, Priorities and Funding.
- Post-Workshop:
 - Refine and Finalize Master Plan Graphics.
 - Statement of Probable Project Budget and Funding Options.
 - Implementation/Phasing Plan and Schedule.
- Complete Phase Summary and Review with Users/Stakeholders and Committee.
- Draft and Final Report.
- Present Conclusions to the Committee and Commissioners as Required.



Additional Information

Insurance & Litigation

ACORD®		CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 8/29/2018													
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).																	
PRODUCER Professional Concepts Insurance Agency, Inc. 1127 South Old US Highway 23 Brighton MI 48114-9861 INSURED Byce and Associates, Inc. 487 Portage St Kalamazoo MI 49007		CONTACT NAME: certs@pciaonline.com PHONE: (800) 969-4041 FAX: (800) 969-4081 (A/C No. Ext): E-MAIL: certs@pciaonline.com ADDRESS: INSURER(S) AFFORDING COVERAGE <table border="1"> <tr> <td>INSURER A Hartford Casualty Insurance Co</td> <td>29424</td> </tr> <tr> <td>INSURER B Hartford Underwriters Ins. Co.</td> <td>30104</td> </tr> <tr> <td>INSURER C Hartford Accident & Indemnity</td> <td>22357</td> </tr> <tr> <td>INSURER D XL Group PLC</td> <td>37885</td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>				INSURER A Hartford Casualty Insurance Co	29424	INSURER B Hartford Underwriters Ins. Co.	30104	INSURER C Hartford Accident & Indemnity	22357	INSURER D XL Group PLC	37885	INSURER E:		INSURER F:	
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INSURER B Hartford Underwriters Ins. Co.	30104																
INSURER C Hartford Accident & Indemnity	22357																
INSURER D XL Group PLC	37885																
INSURER E:																	
INSURER F:																	
COVERAGES CERTIFICATE NUMBER: 18-19 ALL 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	ADDISUR INSD WOOD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS											
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY ☒ PRO ☐ JECT ☐ LOC OTHER:		35SBWPE9681	9/1/2018	9/1/2019	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 300,000 PERSONAL & ADV INJURY \$ 10,000 GENERAL AGGREGATE \$ 1,000,000 PRODUCTS - COMPROP AGG \$ 2,000,000											
B	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ ALL OWNED AUTOS ☒ HIRED AUTOS ☒ SCHEDULED AUTOS ☐ NON-OWNED AUTOS		35UFGTG6389	9/1/2018	9/1/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Hired & Non-Owned \$ 1,000,000											
A	☒ UMBRELLA LIAB ☒ EXCESS LIAB ☐ CLAIMS-MADE ☐ OCCUR DED ☒ RETENTION \$ 10,000		35SBWPE9681	9/1/2018	9/1/2019	EACH OCCURRENCE \$ 3,000,000 AGGREGATE \$ 3,000,000											
C	WORKERS COMPENSATION AND EMPLOYERS LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/OWNER EXCLUDED? (Mandatory in IN) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	35WEGRA8272	9/1/2018	9/1/2019	☒ PER STATUTE ☐ OTHER EL EACH ACCIDENT \$ 100,000 EL DISEASE - EA EMPLOYEE \$ 100,000 EL DISEASE - POLICY LIMIT \$ 500,000											
D	Professional Liability Pollution Liability		DPR9311238	9/1/2018	9/1/2019	Each Claim \$ 5,000,000 Aggregate \$ 5,000,000											
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)																	
CERTIFICATE HOLDER accounting@byce.com For Informational Purposes Only			CANCELLATION 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 Mike Cosgrove/KATHRYN <i>Michael Cosgrove</i>														

ACORD 25 (2014/01)
INS025 (2014-01)

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Byce & Associates, Inc. and Securitecture can affirm that neither company has had any litigation, judgments, contract disputes, or claims filed against either firm related to past or current A/E contracts.

BYCE & ASSOCIATES, INC.

Securitecture

James Escamilla
James Escamilla, PE
President / CEO

Joseph Mrak
Joseph Mrak, AIA, LEED AP
President/CEO



Minority Business Enterprise

THIS CERTIFIES THAT			
BYCE & ASSOCIATES, INC.			
* Nationally certified by the: MICHIGAN MINORITY SUPPLIER DEVELOPMENT COUNCIL			
*NAICS Code(s): <u>541310; 541330; 541410</u>			
* Description of their product/services as defined by the North American Industry Classification System (NAICS)			
04/16/2018		MI01322	
Issued Date		Certificate Number	
			
05/01/2019	Louis Green		Michelle Sourie Robinson, President & CEO
Expiration Date			
By using your password (NMSDC issued only), authorized users may log into NMSDC Central to view the entire profile: http://nmsdc.org			
Certify. Develop. Connect. Advocate.			
* MBEs certified by an Affiliate of the National Minority Supplier Development Council, Inc.®			

Byce & Associates, Inc. Correctional Experience

Correctional Facilities

Allegan County Jail & Sheriff's Office
Antrim County Jail
Barry County Jail
Berrien County Jail Intake Center
Branch County Jail
Calhoun County Jail Study
Crawford County Jail
Chippewa County Jail Addition & Renovation
Delta County Jail Study
Florence County Jail, WI
Franklin County Jail, TN
Gratiot County Jail and Administration Building
Grand Rapids Community Corrections Center
Houghton County Jail Study
Ingham County Jail Renovation
Iron County Jail
Kalamazoo County Jail
Kalamazoo County Juvenile Home
Lapeer County Jail
Livingston County Jail
Midland County Jail
Missaukee County Jail
Muskegon County Jail Study
Oakland County Jail
Roscommon County Jail
Schoolcraft County Jail
St. Clair County Jail
Sanilac County Jail Study
Van Buren County Jail
Wexford County Jail Study

Maximum Security Facilities

Ionia Maximum Security Prison
Standish Housing Units
Alger Correctional Facility
Prison Guard Towers

Court Facilities

Calhoun County Courthouse
Kalamazoo County Juvenile Court
Eaton County Social Services Building Remodel
Hillsdale County Office for FIA
Hillsdale County Courthouse HVAC Upgrade
Ottawa County Holland Court
Ottawa County Hudsonville Court
Kalamazoo County Courthouse Renovation
Kalamazoo County Administration Building
Kosciusko County Justice Building Historic Renovation

Level Five and Below Correctional Facilities

Adrian Training School
Baraga Correctional Facility
St. Louis Correctional Facility
Cooper St. Correctional Facility
Parnell Correctional Facility
Pugsley Correctional Facility
Florence Crane
Ionia Correctional Facility
Muskegon Correctional Facility
Carson City Correctional Facility
Kinross-Chippewa Correctional Facility
Jack Pine Hiawatha Correctional Facility
Adrian Correctional Facility
Jackson Parole Camp
Lakeland Facility
Camp Ojibway and Marquette
Huron Valley – HVAC Upgrade and CCTV
Huron Valley – New Food Service Building
Egolee Unit C
Handlon Michigan Training Unit
Michigan Reformatory
Riverside Correctional Facility
Mid-Michigan Education Center

Securitecture Justice Experience

Courthouse/Administration Facilities

Allegan County Courthouse Master Plan
Cass County Courthouse Renovation
Dearborn County Courthouse Security
Grant County Annex
Hamilton Co. Government & Judicial Center
Harrison County Superior Court
Henry County Justice Center
Indiana Judicial Center
Jasper County Courthouse Renovation
Johnson County Courthouse, Clock Tower
and Roof Renovation
Montgomery County Courthouse Security
Pulaski County Superior Court
Whitley County Government Center

Jail Addition/Renovation

Bartholomew County Jail
Clark County Jail
Daviess County Security Center
Grant County Security Center Addition
Hamilton County Jail Addition
Hendricks County Jail Addition
Jefferson County Jail
Johnson County Jail Addition and Renovation
Kalamazoo County Jail
Lake County Jail Addition
Lake County Jail Renovation, IL
Livingston County Jail
Marion County Processing Center
Montgomery County Jail Addition
Pulaski County Jail Renovation
Tipton County Jail Renovation
Vigo County Jail
Washington County Jail
Wells County Jail
Will County Sheriff's Sub-Station

New Jail Construction

Allegan County Jail
Blackford County Jail
Brown County Jail
Cass County Jail
Daviess County Jail
Dearborn County Law Enforcement Center
Elkhart County Detention Center
Franklin County Jail, TN
Fulton County Security Center
Grant County Annex and Security Center
Harrison County Justice Center
Howard County Criminal Justice Center
Jackson County Jail
Jay County Security Center
Jasper County Jail
Kane County Jail Conversion, IL
Knox County Jail
Lawrence County Security Center

Marion County Jail II
Marion County Justice Center, TN
Marshall County Jail
Owen County Security Center
Pulaski County Justice Center
Richland County Jail, IL
Rutherford Co. Correctional Work Center, TN
Scott County Law Enforcement Center
Tippecanoe County Law Enforcement
Building
Warrick County Security Center

Work Release Facilities

Decatur County Sheriff's Department
Dubois County Work Release Facility
Hamilton County Community Corrections
Facility
Jasper County Work Release Center
Lake County Work Release Center, IL
Rutherford Co. Correctional Work Center, TN

Juvenile Detention Centers

Champaign County Juvenile Center, IL
Delaware County Juvenile Detention Center
Dearborn County "YES" Home
Grant County Juvenile Detention Center
Hamilton County Juvenile Justice Center
Howard Co. Robert J. Kinsey Youth Center
Jackson County Juvenile Detention Center
Kalamazoo County Juvenile Home
Porter County Youth Services Center
Rhode Island Juvenile Correctional Facility
Rutherford Co. Juvenile Services Center, TN
Southwest Indiana Regional Youth Village
Detention Unit
Southwest Indiana Regional Youth Village
Cottage "K"

Over 90 Jail Studies including:

Barry County Jail Study
Branch County Jail Study
Calhoun County Jail Study
Delta County Jail Study
Houghton County Jail Study
Muskegon County Jail Study
Schoolcraft County Jail Study
Sanilac County Jail Study
Wexford County Jail Study

State Institutions

Wabash Valley Correctional Institution
Indiana State Prison
Indiana State Farm
Indiana Women's Prison
Indiana Youth Center

County Law Enforcement Centers

Blackford County Sheriff's Department*
Brown County Sheriff's Department*
Cass County Sheriff's Department*
Daviess County Sheriff's Department*
Dearborn County Sheriff's Department*
Decatur County Sheriff's Office
Delta County Sheriff's Office*
Franklin County TN Sheriff's Office*

Fulton County Sheriff's Department*
 Grant County Sheriff's Department*
 Hamilton County Sheriff's Department*
 Harrison County Sheriff's Department*
 Howard County Sheriff's Department*
 Jackson County Sheriff's Department*
 Jasper County Sheriff's Department*
 Jay County Sheriff's Department*
 Jefferson County Sheriff's Department*
 Knox County Sheriff's Department*
 Lake County FL Sheriff's Substation
 Lawrence County Sheriff's Department*
 Marion County TN Sheriff's Office*
 Marshall County Sheriff's Department*
 Owen County Sheriff's Department*
 Pulaski County Sheriff's Department*
 Scott County Sheriff's Office*
 Tippecanoe County Sheriff's Department*
 Warrick County Sheriff's Department*
 Washington County Sheriff's Department*
 Will County IL Sheriff's Substation

Feasibility Studies /

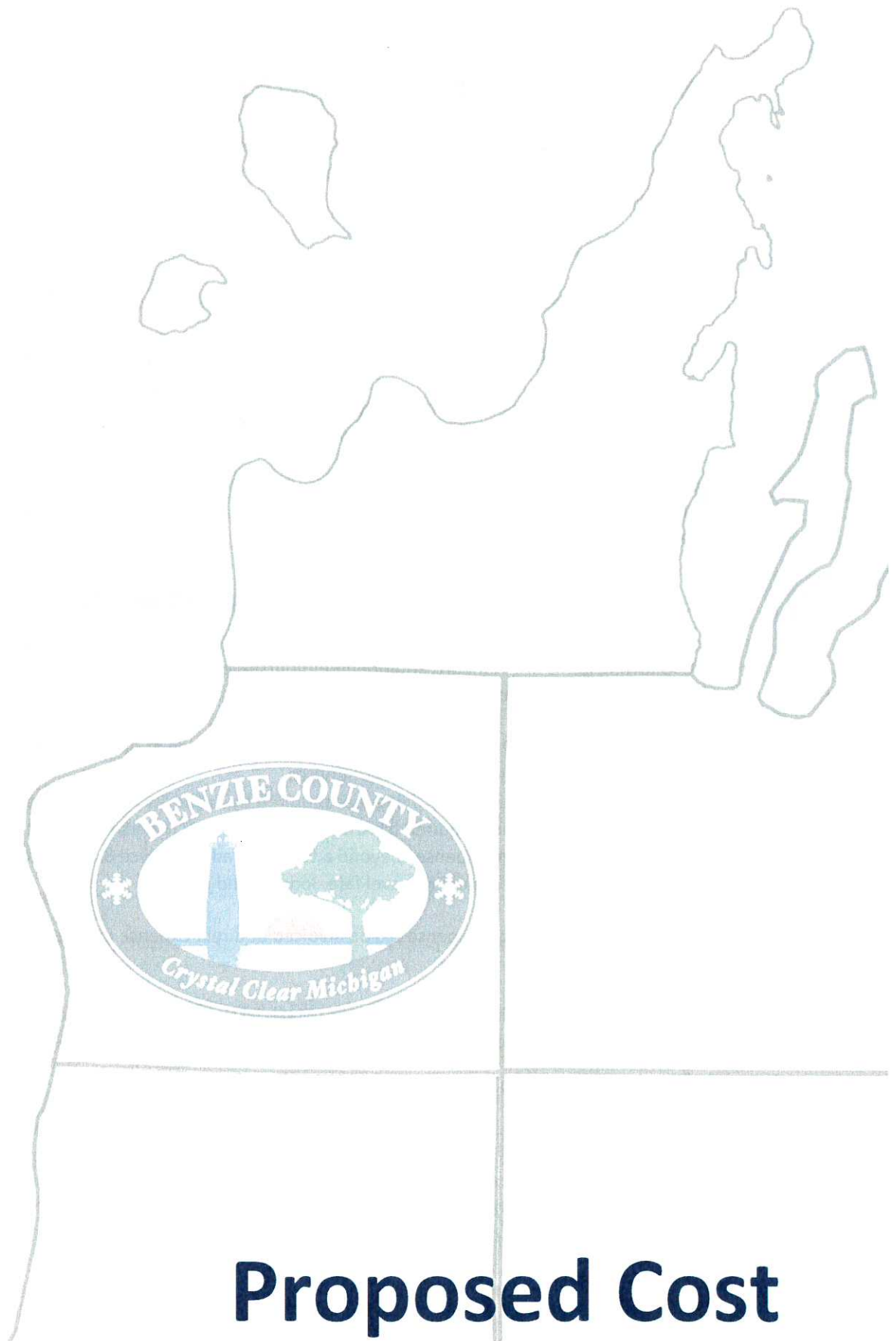
Masterplans

Allegan County MI Courthouse Masterplan
 Barry County Jail Feasibility Study
 Bartholomew County Jail Addition &
 Renovation Feasibility Study
 Brown County Law Enforcement Building
 Feasibility Study
 Calhoun County MI Sheriff's Office
 Masterplan
 Cass County Government Center Master
 Plan
 Clay County Jail Feasibility Study
 Crawford County Jail and Justice Center
 Feasibility Study
 Daviess County Jail Feasibility Study
 Dearborn County Jail Feasibility Study
 Dearborn County Justice Strategic Master
 Plan
 Dearborn County YES Home
 Delta County Jail Feasibility Study
 Desoto County FL Expansion Study
 Fort Walton Beach FL City Facilities
 Masterplan
 Gadsden County FL Federal Hold Facility
 Feasibility Study
 Greene County Jail Expansion and
 Renovation Study
 Hamilton County Corrections Campus
 Master Plan 2006 & 2015
 Harrison County Justice Center Feasibility
 Study
 Harrison County Government Facilities
 Master Plan
 Hardee County FL Jail Expansion Study

Hendry County FL Jail Addition Feasibility Study
 Hendry County FL Jail Replacement Masterplan
 Hobart City Facilities Strategic Planning, Programming &
 Conceptual Design
 Houghton County Jail Feasibility Study
 Howard County Jail and Juvenile Center Feasibility Study
 Indiana Dept. of Homeland Security Regional E.O.C. Study
 Jackson County Jail and Juvenile Center Feasibility Study
 Jefferson County Jail Addition and Renovation Feasibility
 Study
 Jennings County Jail Feasibility Study
 Kalamazoo County Jail Expansion Master Plan
 Lake County 911 Consolidation Facilities Study
 Lake County IL Secure Detention Master Plan
 Lake County IL Work Release Renovation Feasibility Study
 Lawrence County IL Jail Feasibility Study
 Livingston County Jail Expansion Masterplan
 Marion County TN Justice Center Feasibility Study
 Miami County Jail Pre-design Study
 Montgomery County Jail Addition Feasibility Study
 Morgan County Jail Feasibility Study
 Muskegon County MI Jail and Juvenile Center Feasibility
 Study
 Noblesville City Hall and Police Station Feasibility Study
 Okeechobee County FL Jail Addition and Renovation
 Feasibility Study
 Owen County Jail Feasibility Study
 Putnam County Jail Feasibility Study
 Putnam County Jail FL Addition Feasibility Study
 Rhode Island Juvenile Correctional Facility Master Plan
 Richland County Jail Addition Feasibility Study
 Ripley County Justice Center Feasibility Study
 Rush County Jail Feasibility Study
 Rutherford County TN Work House and Juvenile
 Detention Study
 Sanilac County MI Jail Feasibility Study
 Schoolcraft County MI Jail Feasibility Study
 Scott County Jail Addition and Renovation Feasibility
 Study
 Switzerland County Jail Feasibility Study
 Tipton County Jail Feasibility Study
 Valparaiso Police Station Strategic Plan, Program &
 Conceptual Design Study
 Wabash County Jail Feasibility Study
 Waukesha County WI Courthouse Prisoner Movement
 Study
 Wayne County Jail Feasibility Study
 Wells County Jail Expansion Feasibility Study
 Westfield Strategic Programming and Conceptual Design
 Study
 West Lafayette Strategic Programming and Conceptual
 Design Study
 Wexford County MI Jail Feasibility Study
 Will County IL Adult Detention Center Strategic
 Masterplan
 Zionsville Strategic Programming and Conceptual Design
 Study



Securitecture



Proposed Cost

Byce & Associates, Inc./Securitecture Fee

In preparation of this proposal we have made assumptions based on the information provided in the RFP, our knowledge, and past project experiences and would anticipate the following estimated budget breakdown:

Fee Breakdown as Follows:

Government Center Space Use Plan\$ 28,250

Sheriff/Jail Space Use Plan\$ 19,250

Combined Government Center and Sheriff/Jail Space Use Plan
(Looking for a reduced cost due to economy of scale)\$ 45,000

Our team would credit \$25,000 of the Combined fee towards our fee for the completion of the design and construction of this project for Benzie County, if our partnership went directly into the next phases after this Space Needs Analysis.

Standard Reimbursable Schedule 2018

The following items are standard additional reimbursable expenses to be invoiced in addition to Professional Services, Basic Services Fee.

- Reprographics, Printing, Presentation Graphics, Plotting at direct expense,
- Consultants not included in Basic Services
- Plan review application or filing fees required by Authority Having Jurisdiction.
- Special Inspections required by AHJ and/or Owner or Owners Representatives or Consultants.
- Vehicular Mileage expenses beyond a ten-mile radius of Byce & Associates, Inc. offices.
- Travel expenses; including travel fare, lodging and meals.

All additional reimbursable expenses to be invoiced at direct expense incurred, plus 5%.

Additional Services

- Additional Meetings and Presentation Material Design beyond those included in Basic Services.
 - Per person/per their respective Hourly Billing Rate.

Respectfully submitted,
BYCE & ASSOCIATES, INC.



James Escamilla, PE
President / CEO



Correspondence

①

**JACKSON COUNTY BOARD OF COMMISSIONERS
RESOLUTION # 01-19.06
Michigan Indigent Defense Commission**

WHEREAS, The State of Michigan created Act 93 of 2013 Michigan Indigent Defense Commission Act, MCL 780.981, effective July 1, 2013, an act to create the Michigan Indigent Defense Commission (MIDC) and to provide for its powers and duties, to provide indigent defendants in criminal cases with effective assistance of counsel, to provide for the appointment of legal counsel, to provide for and limit certain causes of action and to provide for certain appropriations and grants; and

WHEREAS, MCL 780.993(6-7) and MCL 780.997(2) provide that the state of Michigan will pay for any increased funding that is necessary to meet minimum standards developed by the MIDC. The MIDC Act requires the state to provide grants to local delivery systems (trial court funding units), in order to comply with the new standards. A local system's duty of compliance is dependent on this funding; and

WHEREAS, the first four out of eight standards have been approved by MIDC with the final 4 standards pending approval at this time; and

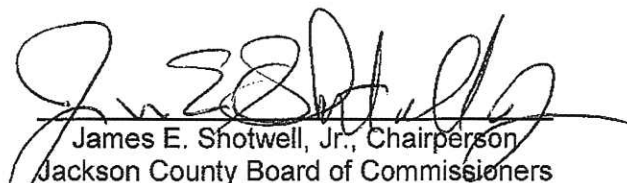
WHEREAS, Jackson County was advised March 27, 2018 that the MIDC had approved it's required compliance plan for the first four standards with approved funding from the State of Michigan in the amount of \$1,244,032.74 for fiscal year 2018; and

WHEREAS, additional concerns have developed with regard to the actual complete funding from the State of Michigan of actual increased costs due to compliance with the MIDC standards; and

WHEREAS, it has come to the attention of Jackson County that additional expenses such as court and prosecutor staffing and additional duties resulting from compliance will not be covered under compliance plan grant funding, thereby creating unfunded mandates on local systems of delivery; and

WHEREAS, additional amended legislation regarding 2018 Public Act 214, MCL 780.993(17), effective December 23, 2018 requires 20 percent of payments from partially indigent defendants with court appointed attorneys to be remitted to the Department of Licensing and Regulatory Affairs, creating additional unfunded mandates on the local systems of delivery.

THEREFORE, BE IT RESOLVED, Jackson County chooses not to enter into an agreement for compliance and funding with MIDC until such time as full funding is provided for compliance with all new MIDC standards.


James E. Shotwell, Jr., Chairperson
Jackson County Board of Commissioners
January 15, 2019

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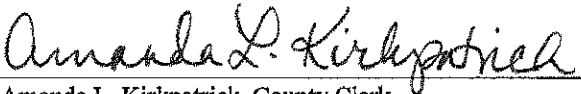
JAN 17 2019

DANA OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

STATE OF MICHIGAN)
) SS.
COUNTY OF JACKSON)

I, Amanda L. Kirkpatrick, the duly qualified and acting Clerk of the County of Jackson, Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the County Board of Commissioners at a Board meeting thereof held on the 15th day of January, 2019 the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended, including in the case of a special or rescheduled meeting, notice by publication or posting at least eighteen (18) hours prior to the time set for the meeting.

IN WITNESS WHEREOF, I have affixed my official signature this 15th day of January, 2019


Amanda L. Kirkpatrick, County Clerk



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

2

January 9, 2019

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

RE: RAP

Dear Lt. Smith,

In accord with your RAP application and documentation for your Jail Security project, I am pleased to enclose our payment in the amount of \$1,118.53.

I commend Benzie County and yourself for taking this risk management initiative.

Sincerely,

Cara Kowal, ARM, CPCU
Manager of Risk Management Services

CK/sp

cc: Dawn Olney
MMRMA Risk Manager

Enclosure

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JAN 18 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

(3)

**BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT
BOARD OF HEALTH MEETING
Thursday, January 24, 2019 4:00 p.m.
Connie Binsfeld Resource Center,
7401 E. Duck Lake Road
Lake Leelanau, Mi 49653**

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

Present were:

Carolyn Rentenbach, Leelanau County Member at Large
Gary Sauer, Benzie County Board of Commissioners
Melinda Lautner, Leelanau County Board of Commissioners
Linda Farrell, Benzie Board of Commissioners

Staff Present

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

Excused-

Dr. George Ryckman, Benzie County Member at Large
Dr. Barbara Conley, Leelanau County Member at Large

Absent-none

Pledge of Allegiance

Approval of Minutes:

Motion by: Rentenbach to approve the Regular Board of Health Meeting of November 29, 2018.

Seconded by: Sauer

Voice vote: 4 yeas 0 nay 2 excused Motion carried

Approval of the Agenda

Motion by: Sauer to approve agenda as presented.

Seconded by: Rentenbach

Voice vote: 4 yeas 0 nay 2 excused Motion carried

Election of Officer for Board of Health Chairperson

Motion by: Rentenbach to nominate Sauer for Board of Health Chairperson.

Seconded by: Lautner

Voice vote: 4 yeas 0 nay 2 excused Motion carried

Sauer took over the meeting as the new Board of Health Chairperson.

Election of Officer for Board of Health Vice-Chairperson

Motion by: Rentenbach to nominate Rentenbach for Board of Health Vice-Chairperson.

Seconded by: Farrell

Voice vote: 4 yeas 0 nay 2 excused Motion carried

RECEIVED

JAN 29 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Public Comment

Dale Kropp introduced himself, he is a retired local well driller with concerns with well drilling and grouting inspections. For nearly 30 years or so, Kropp said he and others involved with environmental concerns, have been trying to get the state or the local health department to do more observations of the drilling process. His concern is that Sanitarians are not checking the drilling process and grouting before the wells are hooked up to houses, which then makes it nearly impossible to inspect. Kropp would like a 48-hour wait period to be put in place after the well is drilled and prior to installation of the pump and connection to the house. After the well is drilled and ready for hook up, the driller would notify the Sanitarians and the Sanitarians would then have 48-hours and/or two business days to inspect the well and grouting before the drillers continue with the installation and hooking up of the pump. Kropp's purpose for recommending the 48-hour wait period is to ensure that all wells being drilled are properly inspected to reduce any type of possible water contamination.

Mike DiPisa who is a Leelanau County Resident and local well-driller. He is also concerned with ground water contamination. He agrees with Kropp's suggestion of a 48-hour period for Sanitarians to come out and inspect the well drilling process. He would like to see a good working relationship with the Health Department to help implement this process. DiPisa would like to know what he and Kropp could do to help put their suggested 48-hour period for inspection into the Sanitary Code.

Kropp said many other building inspections make contractors wait for an inspection before they can move on with the construction process. Just like those requirements, he doesn't see the concern with the drillers being put on hold for 48-hours to wait for the inspection. He does see the concern with emergency water situations, where someone may need the water hooked up quickly. He suggested that the Sanitarians, if comfortable, could give a verbal go ahead with the drilling process and not wait the 48-hour period.

Health Officer Update – Lisa Peacock - report attached below

Peacock welcomed new board members Linda Farrell who was present and Barbara Conley absent. Distributed copies of the Updated Agency Strategic Plan – year 2, as well as copies from Northern Michigan Community Health Innovation Region/Northern Michigan Public Health Alliance. Discussion on the Patagonia project and additional training cost associated with implementing the software.

1. Welcome new Board of Health members:

I would like to say "welcome" to our new Board of Health members and a big thank you to all of our Board of Health members for your commitment to the health of Benzie and Leelanau county residents. We appreciate the time and effort you share with us and your commitment to learning and support of the services we provide. I will provide an overview of the roles and responsibilities of the Public Health Local Governing Entity at the meeting as well as provide a reference guide for new members as well as any existing members that need one. We would also like to offer new Board of Health members the opportunity for an in-person orientation session.

2. Updated Agency Strategic Plan – Year 2:

At our annual All Staff meeting on December 7, 2019, Jane Sundmacher attended to facilitate staff input into the agency 3-year strategic plan. We reviewed goals accomplished and those still in progress and established a timeline and workplan for year 2. Please take the time to read the attached document outlining the 2019 updates. I have also attached the original plan established last year for reference. Our three strategic directions remain the same from year to year:

- Creating a healthy, high-quality workplace culture
- Catalyzing public health presence
- Maximizing financial resources

The update contains 3 categories: What is the current status? What do we want to see happen in 2019? What does success look like after 3 years? The focused implementation plan describes what we will be doing to accomplish our goals as well as a timeline and the staff assigned to lead certain tasks. We are proud of what was accomplished in year 1 and are confident that we are moving in a positive direction for year 2.

3. Northern Michigan Community Health Innovation Region/Northern Michigan Public Health Alliance:

An important meeting was held in early December to discuss the possibilities and plans around the expansion of the Northern Michigan Community Health Innovation Region (NMCHIR) from the current 10 county pilot region to the full 31 counties of the Northern Michigan Public Health Alliance (NMPHA) region. You may recall that this was the original vision of the project. As we enter the final year of funding for the pilot project, sustainability for both the individual and population health strategies are the main focus of efforts as well as expansion to the rest of the geographic region. Population health strategies are focused on 4 areas aimed at improved the overall health of the region: safe and affordable housing, access to healthy food, reliable and accessible transportation, and increased opportunity for physical activity. The interventions focused on improving individual health are delivering through our Community Connections program. The meeting notes from the December meeting are attached and reflect discussion among the leadership of the three main entities including the NMCHIR, the NMPHA, as well as the Northern Health Plan (NHP) who serves as fiduciary for the project. The next phase begins on Monday with the first meeting of an identified planning committee charged with identifying next steps.

Approval for Health Officer Lisa Peacock to sign commitment with Patagonia for training with a cost of \$12,500 for the training cost.

Motion by: Rentenbach to approve Patagonia training cost of \$12,500.

Seconded by: Sauer

Roll call vote: 4 yeas 0 nay 2 excused Motion carried

Personnel and Finance Committee Report

Accounts Payable

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

Seconded by: Farrell

Voice vote: 4 yeas 0 nay 2 excused Motion carried

September 2018 Financial Statements

Putney reported that is an estimate of where the Health Department will end the fiscal year. There are many factors that go in to closing a fiscal year. The audit is scheduled the week of February 11th and the audit report will be reflect the final amount.

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

Seconded by: Lautner

Voice vote: 4 yeas 0 nay 2 excused Motion carried

December 2018 Financial Statements

Putney reported that she was able to finish the financial report for December but will now look at budget differences. Highlighted that immunization fee revenue is higher than anticipated largely due to private insurance billing. Environmental Health fees were lower than budgeted but there are many factors that have an impact.

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

Seconded by: Farrell

Voice vote: 4 yeas 0 nay 2 excused Motion carried

2019 Board of Health Meeting Dates

Motion by: Lautner to approve 2019 Board of Health Meeting Dates as presented, dates to be revisited at the March Board of Health Meeting.

Seconded by: Sauer

Voice vote: 4 yeas 0 nay 2 excused Motion carried

Personnel and Finance Committee Appointment

Currently Rentenbach and Sauer are serving on the Personnel and Finance Committee and Rentenbach and Sauer both volunteered to continue serving on the Committee.

Out of State Travel Expense Request for Emergency Preparedness Coordinator

Motion by: Lautner to approve out of state travel request funding, contingent on the grant funding.

Seconded by: Rentenbach

Voice vote: 4 yeas 0 nay 2 excused Motion carried

Staff Reports

Medical Director- Dr. Joshua Meyerson

No formal report for today. Just reminding if you have not yet got your flu shot, you should do so.

Administrative – Dodie Putney

We got our new phone system installed in December, so far, the new system is working well we continue to learn more about the operations of the new phones. New health insurance was taken into effect January 1st. We went from Priority Health HMO to Blue Care Network HMO with a high deductible, which saved the health department nearly \$12,000 a month. The Health Department did kick back some of the savings towards Employees HSA accounts to help them get started and adjusted to the new health care plan. Putney would like to commend our employees at the Health Department for working with administration to adapt to these healthcare changes. Putney thanked the Commissioners for their support and local county appropriations.

Environmental Health Director – Eric Johnston - full report attached below

Topics included: an update on the PFAS in our area, Statewide Sanitary Code, Noncommunity Public Water Supply- Northern Michigan Public Health Alliance, Radon Awareness week, Cleveland Township point of Sale Program and Well Construction Inspections.

1. PFAS (per-and polyfluoroalkyl substances)

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

The school and community water supply testing in our District is 100% complete and four more sample results have come in since the November BOH meeting, with only one having measurable results for PFAS or FFOS/PFOA. The facility with is listed below along with their results:

Facility	PFOS/PFOA	Total PFAS
Northport Cottage Owners Assoc	Initial = 2 ppt, ND, ND	2 ppt, ND, ND

Day Care testing is currently being conducted throughout the State and our District is 50% (2 of 4) complete, with no measurable results for PFAS or FFOS/PFOA from the two facilities.

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

The DEQ-RRD has been investigating possible sources of PFAS near Leland School. Both the Leland Fire Department and the Leelanau Children's Center wells have been tested for PFAS related chemicals and the test results are "Not Detected" for all of the parameters tested. At this point, there are no other potential sources of PFAS identified. The school Superintendent indicated that the site has been used as a school, farm, and the Leland Lodge for the past 100 years. He will check with the Leland Historical Society to find out if any other possible source of PFAS can be identified.

2. Statewide Sanitary Code - Amended HB 5752 and HB 5753

In late December, the amended bills made it out of the House Local Government Committee. However, the bills were not brought to the House floor for a vote due to lack of support from the members. Rep. Lower is still pursuing an SSC for this legislative session. The NMEHD group and MALEHA will continue to watch for any changes to the bill and its movement through Congress. I want to thank this Board for your resolution of opposition to the bill. I am convinced that it played a role in preventing the proposed bills from coming up for a vote this legislative session.

3. Noncommunity Public Water Supply - Northern Michigan Public Health Alliance

The Northern Michigan Environmental Health Directors Committee of the Northern Michigan Public Health Alliance has established a Noncommunity Public Water Supply (Type II) workgroup, comprised of Type II coordinators from around the region. The workgroup met on December 20, 2018 and identified the group's purpose and program challenges. Some items discussed were:

1. Create efficiencies by sharing tasks among regional HD's
2. Address DEQ lack of funding for the program
3. Inconsistencies amongst the DEQ program staff

The group will meet every other month and next meeting is scheduled for late February.

This week our Department had its annual DEQ non-community water supply 2018 fiscal year program review. We have met all of the minimum program requirements again per the exit interview with the DEQ representative.

4. Radon Awareness Week

In years past, the State of Michigan has sponsored a Radon Awareness Month and provided free short-term monitoring kits to the public during the month of January. Unfortunately, they did not offer that program this year. So, our Department, in conjunction with other northern Michigan EH departments, are hosting a Radon Awareness Week (January 21 – 25). We are offering free short-term Radon testing kits to anyone who requests one. If we have a large response from the public, we may extend offer another week.

5. Cleveland Township Point of Sale Program

Cleveland Township has passed a point of sale ordinance that mirrors the Glen Arbor Township POS ordinance. Anyone selling or transferring a home with a well and/or septic system in Cleveland Township will be directed to apply for an evaluation from our Department. Our office will conduct the requested evaluation and issue a report. The Cleveland Township Planning Commission estimates that we will receive fifty (50) POS applications per year.

6. Well Construction Inspections

On January 7, 2019, I received a complaint from a concerned citizen and retired well driller that some individuals in his industry were avoiding certain requirements of the water well construction code. Unfortunately, the citizen did not want to provide the names of the people or companies.

However, he did have some suggestions on how our Department could curtail those types of activities. I informed him that the Ground Water Quality Control Act (Part 127 - Act 368 of the PA 1978) is currently under review by a committee composed of the well drilling industry, local health department representatives, the DEQ, and others. I recommended that he get in contact with his industries representatives on that committee, or try to get on the committee, to provide his suggestions for incorporation into a revised Act.

Since that phone call, I have contacted members of the Northern Michigan Environmental Health Directors group and have asked to have well construction inspections/concerns put on our agenda of topics to discuss at our next meeting in February. Internally, we have been re-reviewing submitted well logs for any anomalies that are associated with the concerns raised by the individual. We have also pulled well logs for spot checks of wells with a grouting probe. As I mentioned to the individual, during our phone conversation, we have two new employees who will be attending water well drilling trainings and will also be spending time with State of Michigan licensed well drillers on a well drilling site, from the start of the project to the end. Out of curiosity, I also reviewed our private/type III quarterly reports from the past five years (2014-2018) to see how our agency is performing versus the DEQ minimum program requirements (MPR).

Year	2014	2015	2016	2017	2018	Total	DEQ MPR
# of Permit's Issued	229	259	288	327	374	1,477	
# of Field Predrilling Site Evaluations	229	259	288	327	374	100%	10%
# of Wells Drilled	154	129	117	126	142	668	
# of Random Construction Inspections	N/A	11	21	13	21	66 (12.8%)	<u>Recommend 1 per</u> drilling company in each County (~ 16 Companies)
# of Final Inspections with Well Construction	57 (37%)	46 (35.7%)	86 (73.5%)	66 (52.3%)	60 (42.25%)	42.25%	10%
Total Well Final & Random Inspections	57	57	107	79	81	57%	

My review revealed that our Department has exceeded the DEQ MPR's over that period of time. However, there are areas that can be improved, which I will address after I speak with my peers and when I review our water well construction policy. Our Department, in cooperation with the well drilling industry, will continue to strive for an inspection process that ensures proper construction of water wells and the protection of our drinking water aquifers.

Personal Health - Michelle Klein

Klein passed out a packet filled with Health Programs available through the Benzie-Leelanau District Health Department as well as information on Local/Regional Partnerships and Initiatives in 2019. Mom Power has a group that is starting in Benzie in February. Mom power is a mental health intervention for woman with young children under the age 5. Impactful program for woman to help deal with depression, anxiety, substance abuse and many others. Its also impactful to the kids and addresses their needs as well. We are doing this will funding from the Michigan Health Endowment Fund. Its very expensive to run these programs. We are looking at sustainability and other opportunities to bill Medicaid and eventually private insurance. We are partnering with Grow Benzie to do this, so we are using their facility for these groups. Community Health Assessment is currently ongoing. We are partnering with hospitals, Health Departments and Federally Qualified Health Centers Across Northern Michigan.

Public Comment – None

Board Comments- None

Adjourn: The meeting adjourned at 6:20pm

Gary Sauer, Chair

Renee Youker, Recording Secretary





The organizational meeting of the Board of County Road Commissioners of Benzie County was called to order by Clerk Kolinske at the Road Commission offices in Honor, Michigan on Thursday January 17, 2019 at 9:30 AM.

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

Manager Matt Skeels
Clerk Jennifer Kolinske

Organizational Meeting

Motion by Comm Bowers and supported by Comm Mick to elect Comm Rosa as Chairman of the board. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Motion by Comm Mick and supported by Comm Rosa to elect Comm Bowers as Vice Chairman of the board. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Motion by Comm Bowers and supported by Comm Mick to accept the 2019 Meeting Schedule as presented. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Motion by Comm Rosa and supported by Comm Mick to adopt Resolution 2019-01 Bank Depositories. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Motion by Comm Bowers and supported by Comm Mick to adopt Resolution 2019-02 ACH Transactions. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Motion by Comm Bowers and supported by Comm Rosa to adjourn the organizational meeting at 9:34 AM. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Regular Meeting

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 January 17, 2019 at 9:35 AM.

Motion by Comm Bowers and supported by Comm Mick to amend the agenda adding Trucks for Sale, Anderson Audit and Letter of Support GT Band, Carter Creek. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Minutes from 12/13/18 were accepted as presented.

Motion by Comm Bowers and supported by Comm Rosa to pay bills #45712 to #45792 in the amount of \$227,407.89 and Payroll #26 and #1 for \$127,427.43. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Motion by Comm Bowers and supported by Comm Rosa to pay the MERS EFT in the amount of \$47,194.04. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Work Summary:

Mike Johnson Shop Foreman/Facility Manager -New truck #3 has been delivered and is in service. Service work on trucks going well, no major issues yet.

Trucks for Sale - Motion by Comm Bowers and supported by Comm Mick to accept the high bid amount of \$670.00 from Louie Gelakosky for truck #005 and the high bid amount of \$1,528.00 from Paul Beechcraft for truck #320. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Scott Fasel Superintendent – MDOT requires we accept the lowest bid on the salt barn roof. We have concerns on what type of finished product we will receive. Sherry Taylor mentioned that there needs to be more cleanup of downed trees on Milnichol Road.

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FEB 01 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Page 2, Benzie CRC mtg 1/17/19

Standing guest: Gary Sauer, County Commissioner – Jeff Miller has been hired as the new School Resource Officer for Benzie Schools. City of Frankfort is still working on an agreement with the county before they will commit to hire one. Attended coffee hour with Representative Curt VanderWall. Space Needs study being done at the county building, possible option is to have DHSS move to another location. Interviews in process for Public Defender/Chief Defender that would be shared with Manistee County, have a one hundred eighty-day deadline to get this done. Indigent Defense continues to be a state priority.

Public Input: - Paul Beechraft, Inland Township- expressed his dissatisfaction with the work done on 669 and Pioneer Road curve. Mr. Beechraft asked if the board would be willing to pay for the dirt work on Brundage and N Carmean Road if Inland Township pays for the paving. Superintendent Fasel to draft estimates for the dirt work to present at the next board meeting.

Items Before the Board:

Furnace Bids - Motion by Comm Rosa and supported by Comm Bowers to award the furnace bid to D & W for \$16,302.00 with the stipulation that the work be done in a timely manner. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Salt Shed Bids - Motion by Comm Bowers and supported by Comm Rosa to award the salt shed roof bid to Rasmussen Exteriors for \$31,156.00 based on MDOT rules that we must accept the lowest bid. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Administrative Wage Adjustments -

Motion by Comm Rosa and supported by Comm Bowers to give 4% wage rate increases to Financial Manager Jennifer Kolinske and Payroll Clerk Lisa Taber effective with the payroll starting January 21, 2019. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Motion by Comm Rosa and supported by Comm Bowers to change Shop Foreman/Facility Manager Mike Johnson from hourly to an annual salary of \$58,240.00 effective with the payroll starting on January 21, 2019. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Motion by Comm Rosa and supported by Comm Mick to promote Ricky Worm to Road Foreman with an hourly rate of \$20.82 per hour effective with the payroll starting on January 21, 2019. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Manager Contract Renewal - Motion by Comm Rosa and supported by Comm Bowers to enter into a new, two-year contract with an annual salary review option with Manager Skeels to include a rate increase of 4% effective with the payroll starting on January 21, 2019. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Pioneer Road & 669 Issues – Manager Skeels informed the board that we are having delaminating issues with the pavement on Pioneer Road. The project is not closed yet, MDOT has been put on notice as well as Heather at Gourdie Fraser. 669 paving project has roller marks and the quality of the project overall seems poor. Manager Skeels stated that in the future we should be adding more quality control specifications to our bid packages to help eliminate these issues.

Page 3, Benzie CRC mtg 1/17/19

CRA Ballot - Motion by Comm Bowers and supported by Comm Rosa to elect Larry Orcutt, from Alpena for the CRA Board of Directors Ballot. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

2019 Primary Road Projects - Motion by Comm Bowers and supported by Comm Mick to accept the 2019 Primary Road Projects list as presented by Manager Skeels. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Weldon Township – Haze Road Bridge Funds – Manager Skeels to send letter to Weldon Township requesting they develop a plan to set aside funds each year for this project as well as look into any grant opportunities they may have. Motion by Comm Bowers and supported by Comm Rosa to allow Weldon Township to bank their Local Road Improvement Funds for one year. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Gourdie Fraser-Homestead Road Agreement- Motion by Comm Bowers and supported by Comm Mick to authorize Manager Skeels to sign the Homestead Road Agreement for design and engineering services with Gourdie Fraser. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Correspondence/Information/Discussion:

2014-2018 Millage – Spreadsheet of actual millage expenditures presented to the board.

Vacation Rollover – Administrative staff made recommendation to wait to address this issue in the next union contract, board agreed.

Facebook Page – Administrative Assistant Pat Cote gave a brief summary regarding our new Facebook Page. There is a dummy Facebook page that was generated by Facebook that she is trying to merge with ours. There is a link to the Gaylord weather station on our site. She asked that if anyone has ideas for posts and/or pictures to please let her know. She has been reviewing what other road commissions post to get ideas.

Anderson Audit – Presented audit letter regarding general services to be performed to board members.

Letter of Support GT Bands - Motion by Comm Mick and supported by Comm Bowers to authorize Manager Skeels to sign the letter of support to the Bureau of Indian Affairs regarding the repair of the road-stream crossing at the Weldon Road crossing of Carter Creek in Benzie County. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Public Input: Ron Evitts, Colfax Township-mentioned that Knudson's property located between Reynolds Road and Nostwick Road is for sale and suggested that the road commission might want to look into getting an easement.

Board Round Table: Board members presented a plaque to John Fortine for his twenty-five years of service. Staff picture was shared with the board. CRA Highway conference to be held March 12th to March 14th 2019. Logging legislation did not pass.

Meeting Adjourned at 11:15 AM

Robert Rosa, Chairman

Jennifer L. Kolinske, Clerk