

BENZIE COUNTY BOARD OF COMMISSIONERS

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

www.benzieco.net

MEETING AGENDA

January 22, 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 – 1/8/2019
 PUBLIC INPUT
 ELECTED OFFICIALS & DEPT HEAD COMMENTS
 COMMISSIONER REPORTS –
 COUNTY ADMINISTRATOR’S REPORT –
 FINANCE – Approval of Bills
 COMMITTEE OF THE WHOLE – 1/8/2019 Consent
 COMMITTEE APPOINTMENTS – Land Bank; Construction Board of Appeals;
 Benzie-Leelanau Health Department Board
 ACTION ITEMS – SRO Interlocal Agreement w/ City of Frankfort; Strategic Plan;
 Hazardous Materials Grant
 PRESENTATION OF CORRESPONDENCE
 UNFINISHED BUSINESS
 NEW BUSINESS –
10:00 Laura Galbraith, Venture North – Subrecipient Agreement
10:15 Roger Griner
10:30

 PUBLIC COMMENT
 ADJOURNMENT

Times Subject to Change

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

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

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

PUBLIC INPUT

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

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

Group Presentations – 15 minutes
Individual Presentations – 3 minutes

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

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

Commissioner Contacts:

District I – Bob Roelofs (Almira East of Reynolds Road).....	231-645-1187
District II - Art Jeannot (Almira Twp West of Reynolds Road, Platte and Lake Townships)	231-920-5028
District III – Linda Farrell (Crystal Lake, Frankfort)	231-882-6620
District IV - 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

Dawn Olney

From: Karen Mallon
Sent: Thursday, January 10, 2019 11:50 AM
To: Dawn Olney
Cc: Postal
Subject: FW: Jan 8 2019 DRAFT Minutes
Attachments: Jan 8 2019 DRAFT.pdf

Hi Dawn.

I appreciate that you have shared the minutes with all of us.

I saw on page 2 under County Administrator's Report:

"The first negotiations for the FOP (former TPOAM) will be....."

For the record, FOP is not the former TPOAM... it's an entirely different union that was duly elected to represent the technical staff instead of TPOAM. Not sure if this is how Mitch presented it, but it's misleading as it seems that, as written, the intention is to state that **TPOAM is now FOP**.

It is just important to me that FOP is presented to the Board accurately.

Karen

From: Dawn Olney <DOlney@benzieco.net>
Sent: Tuesday, January 08, 2019 4:44 PM
To: Dawn Olney <DOlney@benzieco.net>
Subject: Jan 8 2019 DRAFT Minutes

Dawn Olney

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

THE BENZIE COUNTY BOARD OF COMMISSIONERS

January 8, 2019

The Benzie County Board of Commissioners met in a regular session on Tuesday, January 8, 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 (by phone), Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke

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

Agenda:

Motion by Warsecke, 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 Jeannot, seconded by Farrell, to approve the regular session minutes of December 18, 2018 as presented. Ayes: Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

Motion by Roelofs, seconded by Warsecke, to approve the organizational session minutes of January 2, 2019 as corrected. Ayes: Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

9:04 a.m. Public Input – None

ELECTED OFFICIALS & DEPARTMENT HEAD COMMENTS

Kyle Rosa, Undersheriff, reported that the School Resource Officer position is moving along quickly; Geoff Miller is the Full Time SRO. Greg Hubers has been hired as the Bailiff. The new TNT vehicle is in. He (U/S) will be taking over the Ram Truck and the white Taurus that he has been driving will be available for county use when employees go away to conferences and/or meetings.

Comm Jeannot inquired as to how the employees will know that the vehicle is available; U/S Rosa stated he will work it out with Mitch.

Frank Post, Emergency Management, provided his November and December 2018 written reports. He spoke about the Search and Rescue Exercise which was held on December 1, 2018; 63 individuals participated – which started at the Government Center and ended at the Platte River Campground. Comm Jeannot asked about the \$370,000 security grant which was for the schools, can it be used to offset anything with the SRO? Mr. Post reported that it was an equipment grant for school security. Mr. Post also provided an After-Action Report Improvement Plan which was follow-up after the December 1 Search and Rescue Exercise. This report has been sent to the State, which is a requirement ever five years.

Benzie County Central Dispatch written report for December 2018 has been received.

COMMISSIONER REPORTS

Comm Carland reported that not much has been happening since our last meeting. He does ask the County Treasurer about the lawsuits which are being filed across the state regarding tax foreclosures;

COMMISSIONERS

Page 2 of 4

January 8, 2019

also about the Government Shut Down – does it affect Benzie County at all. Ms. Thompson reported that Benzie County does not have a lot of federal funds, but the Health Dept and the Senior Resources are having some cash flow issues because of it. We may need to assist them.

Comm Roelofs stated that he will be sailing on the ice breaker Mackinac at the end of February.

Comm Jeannot reported that the Building Authority held their organizational meeting on January 3 and Eric VanDussen was re-elected as Chair and James Clark was elected Secretary. They are planning a joint meeting with the Building Authority and the DHHS Board to keep the lines of communication open. The County Treasurer as volunteered to maintain the Building Authority records on-site; Their meeting will continue on the 3rd Thursday at 9:00 a.m. Lake Township received a letter from the Sheriff that no funds will be requested for the snowmobile safety classes.

Comm Farrell stated that she will be attending the Crystal Lake Township meeting this evening.

Comm Warsecke attend just one meeting – SWAC last week; they have set the collection dates for 2019: June 15, 2019 – Electronics/Household Hazardous Waste/Tires; July 13, 2019 – Tire collection ONLY in Thompsonville; August 17: Electronics/Household Hazardous Waste/Tires at the Road Commission. Their next meeting will be in April. In 2018 the cardboard trailers at the schools collected 152.82 tons of cardboard.

Comm Taylor stated that she attended the Homestead Township meeting last evening and they will reconvene next Monday.

Comm Sauer stated that he attended the Village of Elberta, Joyfield and Blaine Township meetings. Blaine was discussing two police power ordinances – 1) junk cars and 2) blight. He spoke with a Joyfield Township resident regarding some zoning issues and the individual also stated that he has dealt with the Building Department and is very happy with their service, as well as the Equalization Department.

COUNTY ADMINISTRATOR'S REPORT – Mitch Deisch

- The final version of the Strategic Plan is in your packet to have one final review.
- He is working on the Interlocal Agreement with the City of Frankfort for the SRO.
- Space Needs Consultants interviews will be held tomorrow in this room at 11:00 and 12:15.
- The first negotiations for the FOP (former TPOAM) will be held on January 31, 2019.
- Comm Jeannot asks to make sure that the Interlocal Agreement with Frankfort has the City complying with the language in the millage.
- Financial Update: Susan Boyd, Finance Director, stated that the company doing the financial update has all historical and current data; they are benchmarking financial and operational performance in some departments.

FINANCE

Bills: Motion by Carland, seconded by Warsecke, to approve payment of the bills from December 19, 2018 thru January 8, 2019 in the amount of \$409,573.46, as presented. Roll call. Ayes: Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

COMMISSIONERS

Page 3 of 4

January 8, 2019

Michelle Thompson, County Treasurer, also stated that the auditors are do here this week and will arrive tomorrow. They were snowed in the UP. She also reported to the board that she has been served with one lawsuit, of which the statute does not allow for the property to be returned; she also reported on the class-action lawsuit of which she has not been served at this point. MMRMA will represent the Board of Commissioners and County Treasurer when and if she is served.

COMMITTEE OF THE WHOLE

Consent: Motion by Warsecke, seconded by Roelofs, to approve items 1-4 of the December 18, 2018 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

SWAC: Motion by Roelofs, seconded by Warsecke, to accept the resignation of Roger Schultz from the Solid Waste Advisory Committee. Ayes: Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

Committee Appointment Policy: Chairman Sauer stated that after reviewing the policy, he does not feel that we need to change anything.

ACTION ITEMS – None

PRESENTATION OF CORRESPONDENCE

- Road Commission minutes of November 13, 2018 received.
- Wexford County resolution Opposing SB 1031 General Property Tax Act received.
- Bay County resolution received regarding Lane Duck actions received.
- Kalkaska County resolution Opposing Forest Industry Weight Limit Exemptions received.
- Parks and Recreation minutes of September 24, 2018 received.

UNFINISHED BUSINESS – None

NEW BUSINESS – None

10:16 a.m. Public Input

Ron Berns, 911 Central Dispatch Director, updated the board of changes being made – Peninsula Fiber transfer went well; all wireless carriers will need to convert to Peninsula Fiber Network (PFN).

Linda Farrell inquired regarding the Parks and Recreation minutes and the comment made by Susan Wenzlick, that the project at Point Betsie will be \$1,000,000,000.

Comm Carland stated that he will be attending a meeting at Centra Wellness this week and will ask about the government shut down and how it will affect them.

10:25 a.m. Public Input Closed

Motion by Roelofs, seconded by Warsecke, to adjourn at 10:25 a.m. Ayes: Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

COMMISSIONERS

Page 4 of 4

January 8, 2019

Gary G. Sauer, Chair

Dawn Olney, Benzie County Clerk

INDEX

1. Approved the agenda as presented.
2. Approved the regular session minutes of December 18, 2018 as presented.
3. Approved the organizational session minutes of January 2, 2019 as corrected.
4. Approved payment of the bills from December 19, 2018 thru January 8, 2019 in the amount of \$409,573.46, as presented.
5. Approved items 1-4 of the December 18, 2018 Committee of the Whole Consent Calendar as presented.
6. Accepted the resignation of Roger Schultz from the Solid Waste Advisory Committee.

Committee of the Whole

Page 3 of 3

December 18, 2018

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

1. To allow Jade Adams to carry over 40 hours of vacation time to be used by March 31, 2019.
2. To Amend the 2018-19 budget for Fund 221 Benzie Leelanau Health Dept in the amount of \$3,001,000.00.
3. To Amend the 2018-19 budget for Fund 201 Benzie County Road Commission in the amount of \$8,125,000.00.
4. To Amend the 2018-19 budget for fund 245 Remonumentation in the amount of \$1,000.00.

Elected Officials and Department Head Comments

EMS Advisory Meeting
January 15, 2019
3:30pm, BOC Room

Old Business

Grant funding for the Lucas CPR device:

Not successful

Stryker Power Cot/Power Load system Grant:

Not successful

Fleet Maintenance Project:

(I have implemented the fleet maintenance program. Watson Benzie is going to be our primary vendor at this time.)

John Ballard will be our coordinator in charge of vehicle maintenance and repairs. His years of experience in vehicle repair far exceeds anyone of us with BCEMS, making him the logical choice for our fleet management.)

Jan 2019 Watson wants an exorbitant amount to maintain our fleet of vehicles. This will equate to about 1/3 of our vehicle maintenance/repair budget and not include repairs. This is just for oil changes and maintenance items.

Housing Projects Nothing new to report, meeting regularly with Benzonia twp. as they press on with their new building project to incorporate EMS as tenants.

New Business

Fleet Report

A21 is running good

A33 Leaf springs were replaced, vehicle is now running good.

A32 is running good.

A22 is running good

Echo 61 is running good

Tango 62 (director's unit) is running good. This unit is going to need work done on the emergency light bar for one or two burned out lights and a possible short.

800mgh

Set to go live Feb 5, 2019

RECEIVED

JAN 14 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Education

We are now starting to work on an education program to include educational opportunities for our staff; such as, monthly training, seminars, paid educational opportunities. We are going to establish mandatory online education on an annual basis that covers safety, privacy, blood borne pathogens and such. As part of this, Kayla will be tracking employee credentialing to ensure staff stays current with licensing and medical control requirements.

EMS
Monthly Stats
Benzie County EMS

November 2018

Total EMS Runs:	136
Total 911 calls:	109
Total ALS Runs:	
Total BLS Runs:	
Total Non-Transport	8
 Total Transfers:	 19
 Chest Pain:	 12
 Cardiac Arrest/DOA:	 4
 Peds:	 9
 Stroke:	 4
 Alcohol/Drug/ Poisoning/Overdose:	 10
 Calls per County:	
Benzie:	131
Grand Traverse:	5
Leelanau:	0
Manistee:	0

December 2018

Total EMS Runs:	143
Total 911 calls:	108
Transfers	20
Intercepts	9
Total EMS Transport	99
Total Non-Transport	15
 Chest Pain:	 14
 Cardiac Arrest/DOA:	 1
 Peds:	 9
 Stroke:	 2
 Alcohol/Drug/ Poisoning/Overdose:	 1
 Calls per County:	
Benzie:	137
Grand Traverse:	6
Leelanau:	0
Manistee:	0
 Calls Per Day of Week:	
Sunday	20
Monday	19
Tuesday	26
Wednesday	21
Thursday	14
Friday	24
Saturday	19

RECEIVED

JAN 14 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Animal Control Benzie County Monthly Report

	Previous Month November	Current Month December	Year To Date
IMPOUNDED ANIMAL			
Dogs	8	9	200
Cats	1	11	115
Livestock	0	0	9
Wildlife/Other	0	0	3

Total IMPOUNDS:	9	20	327
------------------------	---	----	-----

BITE REPORT	0	0	47
NOTICE TO COMPLY	1	1	19
CITATIONS ISSUED	0	1	11

DISPOSTIONS:			
Return to Owner	Dog-2/Cat-0	Dog-6/Cat-0	Dog-90/Cat-3
Surrender	Dog-3/Cat-0	Dog-1/Cat-10	Dog-73/Cat-60
Euthanized	Dog-0/Cat-0	Dog-0/Cat-0	Dog-5/Cat-9
Rescued	Dog-0/Cat-0	Dog-0/Cat-0	Dog-6/Cat-1
Adopted	Dog-1/Cat-3	Dog-0/Cat-4	Dog-85/Cat-89
Stray/Found	Dog-5/Cat-1	Dog-7/Cat-1	Dog-122/Cat-42
Deceased	Dog-0/Cat-0	Dog-0/Cat-0	Dog-5/Cat-1
Transfers	Dog-5/Cat-0	Dog-3/Cat-0	Dog-16/Cat-0

TOTAL DISPOSTIONS:	Dog-11/Cat-4	Dog-11/Cat-4	Dog-402/Cat-205
---------------------------	--------------	--------------	-----------------

CALLS FOR SERVICE:			
Dog Running at Large	15	13	TBA
Livestock Running at Large	3	0	
Welfare check	4	6	
Aggressive animal	0	1	
Animal bite	0	0	
Wildlife	0	0	
Agency Assist	1	1	
Other/Follow up	10	16	
AFTER HOURS CALLS	9	5	
TOTAL CALLS FOR SERVICE:	42	42	TBA

Resent Shelter Improvement: Lobby Renovation Complete
 Future Shelter Improvements: Shelter flooring being epoxyed throughout building

RECEIVED

JAN 16 2019

DAWN OLNEY
 BENZIE COUNTY CLERK
 BEULAH, MI 49617

Shelter Percentages For 2018

Dogs

36% of the Dogs Brought into the shelter are surrenders
61% of all dogs brought into the shelter are either strays or found by the public
of that 61% of all Dogs brought into the shelter either by the public or ACO 73% are Returned to Owner
42% of all dogs either surrendered, found or are strays are adopted to new homes
3% of all dogs brought into the shelter are Euthanized
2% of all dogs that ACO bring in are Deceased

Cats

52% of all cats brought in to the shelter are Surrender
36% of all cats brought into the shelter are Strays or found by the public
of the 36% of all cats brought into the shelter either by the public or ACO 1% are Return to Owner
77% of all cats either surrendered, Found or strays are adopted to new homes
7% of all cats brought into the shelter are Euthanized
1% of all cats brought into the shelter are Deceased

Shelter Update

Benzie County Animal Control will be closing on February 11th 2019 through February 16th 2019 for new flooring throughout the shelter. The Benzie County Animal Welfare League has offered to help pay for new epoxy flooring.

Benzie County Animal Control would like to explore the option of hiring a weekly cleaning person for a part time position. Currently both ACO's clean during the week and run into issue while cleaning that delay the time it takes to finish the overall cleaning. Having a part time cleaner would allow for the animals to be cleaned, fed and watered in a timely manner without having any delay.

Benzie County Animal Control will be relocating the current ACO office in the building to another location in the building and turning that old ACO office into another quarantine room. Currently the shelter has one quarantine room and runs into the issue of sickness spreading from one animal to the other when new animals are brought into the room with sick animals. Having two quarantine rooms would help to eliminate the spread of sickness and allow for a healthier environment.



Memo To: Board of Commissioners
From: Jesse Zylstra, Solid Waste and Recycling Coordinator
Date: January 16th, 2019
Subject: Recycling Coordinator's Activities

- **2018 Totals:**
 - Single Stream/Residential: 1,093.06 Tons
 - HHW: 23,356 lbs
 - Electronics: 19,756 lbs
 - Cardboard: 152.82 tons
 - Batteries: 1,625 lbs
- **Tire Collections:**
 - 2017/18:**
 - 3,018 PTE (Passenger Tire Equivalent)
 - 2016/17**
 - 5,198 PTE (Passenger Tire Equivalent)
- **Most Recent Recycling Numbers:**
 - (2017/18 Comparison and Monthly Details Included)
 - November:
 - Tonnage: 81.6 tons
 - Yardage: 2,620 yards
 - December:
 - Tonnage: 95.24 tons
 - Yardage: 2,930 yards
- **Grant Activity:**
 - Edu Grant: Final report to DEQ in progress.
 - Scrap Tire: 2018 Grant Reimbursement Received in Full
 - 2019 Grant Awarded - \$8,048
- **Ongoing Activities:**
 - Cardboard Trailers, back under school care. Site Monitoring of the Fishing Line Recycling Locations. County-wide Battery Bucket pickups and sorting.

Jesse Zylstra, Solid Waste and Recycling Coordinator

RECEIVED FILED

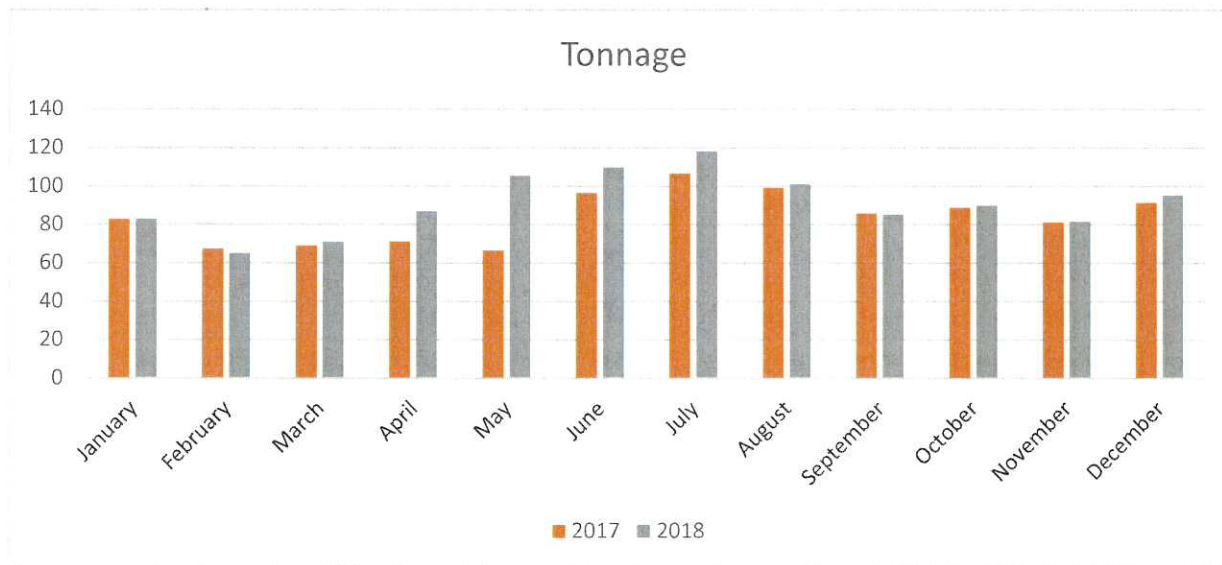
JAN 16 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

JAN 16 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

<u>Month</u>	<u>Tonnage</u>		<u>Yardage</u>
	<u>2017</u>	<u>2018</u>	<u>2018</u>
January	82.94	82.95	2,535
February	67.52	65.01	1,835
March	69.26	71.07	2,310
April	71.37	86.96	2,370
May	66.71	105.41	2,945
June	96.59	109.78	3,275
July	106.81	118.2	3,940
August	99.26	101.1	3,370
September	85.99	85.31	2,625
October	89.15	89.85	2,995
November	81.36	81.6	2,620
December	91.58	95.24	2,930
TOTAL	1008.54	1092.48	33,750



Benzie - December 2018

Day of the month	Almira		Benzonia		Beulah		Frankfort		Honor		Inland Twp.		Thompsonville	
	tons	YDs	tons	YDs	tons	YDs	tons	YDs	tons	YDs	tons	YDs	tons	YDs
1st														
2nd														
3rd		45		45		25		60		45		30		25
4th														
5th		30		35		20		55				15		15
6th														
7th														
8th														
9th		60		45		20		60		40		30		25
10th														
11th				35		20		45						
12th		35		35		20		35		50		20		15
13th										15				
14th														
15th														
16th		60		60		35		70		60		30		30
17th														
18th				40		20		50						
19th		55										15		20
20th				30		20		40		10				
21st														
22nd														
23rd		60		65		20		60		55		30		25
24th														
25th		55		35				70		30				
26th				30		40		30		20		30		30
27th						15		55		40		15		10
28th		60		50										
29th														
30th		10		65		35		65		60				30
31st														
total (tons/yards)	14.95	460	18.53	570	9.43	290	22.59	695	15.44	475	6.99	215	7.31	225

cumulative tonnage
cumulative yardage

95.24

2930.00

**BENZIE SENIOR RESOURCES
BOARD OF DIRECTORS MEETING
JANUARY 16, 2019
4:30 P.M.**

Agenda

Please turn off your cell phones and any other electronic devices

Call to Order
Prayer of Invocation
Pledge of Allegiance
Roll Call

Welcome Deborah Rogers and Al Amstrutz
Approval of the January 16, 2019 Agenda
Approval of Minutes from the previous meeting – December 12, 2018
Suggestion Box Contents
Public Input (Limit of 3 minutes for individual presentation and 15 minutes for group presentation)
Finance Committee Report - Approval of BSR Financial Statements for December 2018 & First Quarter YTD Statement (October 1, 2018 – December 31, 2018)

Information Items

- A. Directors Report – December 2018/January 2019
- B. Program/Services Report – December 2018
- C. Senior Center Update – December 2018/January 2019
- D. Board of Commissioners Update

Action Items

- 1.

New Business

- 1. Platte River Community Center

Old Business

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

Public Comment

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

Board Round Table Discussion/Evaluation of Meeting

Adjourn

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

NEXT MEETING

February 20, 2019 @ 4:30 pm
The Gathering Place Senior Center
Honor, MI 49640

RECEIVED

JAN 17 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

BENZIE SENIOR RESOURCES
BOARD OF DIRECTORS MEETING

DECEMBER 12, 2018

Chair Beverly Holbrook called the meeting to order at 4:38 p.m. Prayer of Invocation was given by Ned. Pledge of Allegiance was recited by all.

ROLL CALL: Beverly Holbrook, Ron Dykstra, Denise Favreau, Jane Elzerman, Nancy Mullen-Call, Rosemary Russell, Ned Edwards, Anne Dawe and Barbara Johnson. Excused: Shirley Robert. Also present: Doug Durand, Sabra Boyle and Sherri Moseler, BSN, RN. Guests: Mackenzie Russell, Donna Malecki, and Mrs. Ned Edwards.

APPROVAL OF THE AGENDA: Motion by Ron, supported by Rosemary to approve the agenda for December 12, 2018. All ayes, motion carried.

APPROVAL OF MINUTES-November 14, 2018-Motion by Ned, supported by Ron to approve the minutes of November 14th. All ayes, motion carried.

No public input, suggestion box empty.

FINANCE COMMITTEE REPORT-Narrative was presented. Overall we ended November 2018 with a deficit of \$4,040. We paid \$6,000 to the team for Senior Needs Assessment. However, the county approved to fund \$8,000-\$10,000 for the Assessment, so the \$6,000 invoice will be submitted to Benzie County for reimbursement. Motion by Ned, supported by Barbara to approve the BSR Financial Statements for November 2018. All ayes, motion carried.

INFORMATION ITEMS:

1. Director's Report-November/December 2018: Received by board. Doug did a presentation at the Frankfort Rotary on 12/12. Two questions: How do people go about calling for services? What two programs are high impact services? Beverly asked how receptive are people to the extended lunch hour? Doug said it was going very well. People liked being about to arrive at 1 p.m. and still be able to eat lunch. Also very nice for the Home Delivered Meals drivers to be able to take the time to eat lunch when they got back from deliveries.
2. Program/Services Report-November 2018-Received by board. Highlights: 5,752 Home Delivered Meals were provided to 156 clients in November 2018. This is an increase of 48.7% compared to this same period in FY last year. In November 2018, 1,733 meals were served at The Gathering Place and Thompsonville. YTD this is a 15% reduction as

compared to the same period in FY last year. Through October 2018-November 2018, an additional 3,159 meals were served compared to the same period last year.

3. Senior Center Update-November/December 2018-Received by board.
4. Board of Commissioners Update-None

ACTION ITEMS:

1. MERS-Approval of the Exit Plan-after some discussion, a motion by Ned, supported by Denise to Move to Freeze the Benzie County Commission on Aging MERS Defined Benefit Plan as of April 30, 2017 and proceed to a Closed Division effective May 1, 2017. Roll call vote: Ron Dykstra, Yes; Jane Elzerman, Yes; Anne Dawe, Yes; Nancy Mullen-Call, Yes; Rosemary Russell, Yes; Ned Edwards, Yes; Barbara Johnson, Yes; Denise Favreau, Yes; Beverly Holbrook, Yes. None apposed. Excused: Shirley Robert. Motion carried by roll call vote.
2. Set Board Meeting Dates for 2019-Motion by Barbara, supported by Rosemary to continue the meeting time for 4:30 p.m., on the third Wednesday of each month. All ayes, motion carried. Our next meeting is January 16, 2019, at 4:30 p.m.
3. Approval of the Fiscal Year 2018 Financial Audit-Motion by Ned, supported by Denise to approve the Financial Audit of FY 2018 and also to give thanks to Sabra for her excellent work. All ayes, motion carried.
4. New Board Member Vote-Applications for two potential board members was presented. Donna Malecki gave some information regarding both. Motion by Jane, supported by Rosemary to approve the addition of Al Amstutz as a member to the board. All ayes motion carried. Motion by Barbara, supported by Jane to approve the addition of Deborah Rogers as a member to the board. All ayes, motion carried. We welcome Al and Deborah to our board for January 2019.

NEW BUSINESS:

1. BSR Annual Report-Received by Board. Doug will be presenting the BSR Annual Report to the Benzie County Commissioners on 12/18.
2. Board Member Celebration-Donna Malecki and Ned Edwards were presented with certificates for appreciation regarding all their work and dedication to the Benzie Senior Resources. Thank you Donna and Ned!

OLD BUSINESS:

1. Fund Development Committee Updates-Ron reported that the meeting for December 2018 was cancelled. Doug reports that the Year End Appeal letters have generated \$16,385. Nancy suggested we do appeals letters at a different time of year. This is something to consider for next year.

2. Discussion on The Gathering Place Needs Survey Results-Continued during potluck.

PUBLIC COMMENT: None

With no further business to discuss, meeting was adjourned at 5:37 p.m.

Respectfully submitted,

Denise Favreau, Board of Directors Secretary

Benzie Senior Resources

NEXT MEETING

4:30 p.m., January 16, 2019

The Gathering Place Senior Center

Honor, MI 49640

Benzie Senior Resources
Executive Directors Report
December 2018 – January 2019

- Initial planning for March for Meals Celebration has started. Community Champions Ride A-Long would be the week of March 18-22, 2019
- Working with SEEDS to implement inter-generational activities for The Gathering Place Senior Center and other volunteer opportunities.
- Working on establishing a Volunteer Advisory Council. Initially this group would work on the Home Delivered Meals Program to provide guidance to help staff develop and review procedures, set new protocols for volunteer delivery and visit process and act as a link between management and volunteers.
- Working more closely with MSU Extension to adopt the 6-week - Eat Smart, Live Long Nutrition Educational Program at The Gathering Place Senior Center.
- I am pleased to announce that we have hired Megan Francis, RN as our new Director of Home Care Services. Megan was born and raised in Benzie County and is looking forward to meeting everyone.
- Received a ADRC-MIPPA Outreach Grant to help promote next year's Medicare Open Enrollment and I have meet with a representative from Lamar Billboard Advertisement to promote the open enrollment dates for Medicare.
- I am starting to divulge deeper into TGP Needs Assessment Survey and start to put together some topics for the future needs of the Senior Center and put in motion some Community Focus Groups Meetings.

Volunteer Programs

Ongoing message is that we still need additional HDM volunteers.

Program Report for December 2018

Nutritional Programs

Home Delivered Meals

Home Delivered Meals – 4,985 meals were provided to 152 clients in December 2018. **For year to date, this is an increase of 16.6% as compared to the same period in FY'2018.**

An additional 5-day emergency shelf stable meal box went out to 3 clients in December.

Congregate Meals

The Gathering Place and Thompsonville served 1,442 meals in December 2018. **For year to date this is a 9.8% reduction in number of meals served as compared to the same period in FY'2018.**

Through the first quarter (October 2018-December 2018) we have served 1,692 additional meals as compared to the same period last year.

Other Programs/Services

Dining Out Program – 141 customers redeemed 335 vouchers in December 2018. **For Fiscal Year 2019, the number of clients will remain the same, but the number of vouchers will decline due to reducing the amount offered.**

Homemaker Program – 363.5 service units were provided to 122 clients in December 2018. **Year to date the number of clients is up 2.5% compared to 2018 and up 23.2% as compared to 2017.**

Snow Removal – 17 snow plows were done in December due to very little snow accumulation. This is down 97% as compared to last December 2017.

Guardian Medical Monitoring – 26 customers receive this service at no cost to them. 15 clients are currently on the waiting list.

Benzie Bus Punch Cards – 116 bus passes were issued to customers in December 2018. This represents 1,392 rides for the month. **Year to date the program is up 17.7% compared to 2018.**

Information & Assistance - The agency handled 701 calls in December 2018 regarding Information and Assistance for services and questions related to older adults. **Year to date the number of phone calls received is up 9.3% compared to 2018.**

MMAPS – Twelve individuals were helped with their Medicare needs in December 2018.

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

Estate Planning – One individual was provided estate-planning counseling in December 2018 at no cost to the clients.

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

Foot Care – Forty individuals were provided foot care at the clinics and six clients were seen in their homes in December 2018.

Benzie Senior Dental Program – Four clients received financial assistance for dental care in December 2018.

Emergency Senior Essential Needs Fund – Four individuals received financial assistance in December 2018 related to propane assistance, two extreme dental and a tree removal for a dangerous dead tree.

The Gathering Place Senior Center – In December 2018, The Gathering Place Senior Center offered nineteen core activities that 456-cumulative number of individuals participated in. The top five attended activities for December 2018 were: Music Programs, Card Games/Board Games/Crafts, Exercise Groups, Health & Wellness, Technology & Educational Programs and Day Trips. **Year to date, this is a decrease of 11.8% as compared to the FY 2018 and an increase of 13% as compared to FY 2017.**

In-Home Services for December 2018 – Number of in-home care service clients is up 21.2% as compared to December 2017. With the largest increase occurring in sliding scale fee clients up 30%. Total Client hours is up 14% as compared to December 2017. Total number of in-home care service visits increased 41.2% as compared to December 2017.

Number of Home Health Care Clients

Month	Medicaid Waiver and Care Management	Sliding Scale Fee	Private Pay & Long-Term Care Insurance	Total Clients
October 2018	22	50	2	74
November 2018	25	52	2	79
December 2018	25	55	0	80
January 2019				
February 2019				
March 2019				
April 2019				
May 2019				
June 2019				
July 2019				
August 2019				
September 2019				

Client Total Hours

Month	Medicaid Waiver and Care Management	Sliding Scale Fee	Private Pay & Long-Term Care Insurance	Assessments	Total Hours
October 2018	597.5	613	171.25	57.75	1439.5
November 2018	635.50	650.75	0	58	1344.25
December 2018	632	649	0	18	1299
January 2019					
February 2019					
March 2019					
April 2019					
May 2019					
June 2019					
July 2019					
August 2019					
September 2019					

Client Total Visits

	RN Assess	RN Med Management	Personal Care	Respite	Homemaking	Foot Care-in home	Totals
October 2018	58	37	661	100	24	63	943
November 2018	58	43	543	89	37	7	777
December 2018	18	27	658	15	2	6	726
January 2019							0
February 2019							0
March 2019							0
April 2019							0
May 2019							0
June 2019							0
July 2019							0

August 2019							0
September 2019							0
TOTALS	132	107	1862	204	63	76	2446

Respectfully submitted,

Douglas Durand

BENZIE SENIOR RESOURCES
State of Financial Position
As of December 31, 2018

	Dec 31, 18
ASSETS	
Current Assets	
Checking/Savings	
001 · CENTRAL STATE BANK CHECKING	345,864.95
003 · CENTRAL STATE BANK HRA	2,000.00
006 · CENTRAL STATE BANK CD	13,298.77
009 · CENTRAL STATE BANK MM CHECKING	147,270.65
Total Checking/Savings	<u>508,434.37</u>
Accounts Receivable	
1200 · Accounts Receivable	19,211.40
Total Accounts Receivable	<u>19,211.40</u>
Other Current Assets	
109 · INVENTORY	8,450.42
Total Other Current Assets	<u>8,450.42</u>
Total Current Assets	<u>536,096.19</u>
Fixed Assets	
150 · BUILDING	480,375.70
151 · VEHICLES	126,726.00
152 · EQUIPMENT	100,289.95
157 · LAND IMPROVEMENTS	1,800.00
160 · ACCUMULATED DEPRECIATION	(312,153.32)
Total Fixed Assets	<u>397,038.33</u>
TOTAL ASSETS	<u><u>933,134.52</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	9,049.20
Total Accounts Payable	<u>9,049.20</u>
Other Current Liabilities	
2100 · Payroll Liabilities	3,247.32
238 · AFLAC PAYABLE	154.26
Total Other Current Liabilities	<u>3,401.58</u>
Total Current Liabilities	<u>12,450.78</u>
Long Term Liabilities	
Lease Payable	4,624.31
250 · MORTGAGE PAYABLE	132,643.42
260 · NET PENSION LIABILITY	552,311.00
Total Long Term Liabilities	<u>689,578.73</u>
Total Liabilities	<u>702,029.51</u>
Equity	
3000 · Opening Bal Equity	160,329.63
390 · FUND BALANCE - PROGRAMS	(570,978.00)
3900 · Retained Earnings	554,593.49
Net Income	87,159.89
Total Equity	<u>231,105.01</u>
TOTAL LIABILITIES & EQUITY	<u><u>933,134.52</u></u>

BENZIE SENIOR RESOURCES
Statement of Financial Income & Expense
December 2018

	<u>Dec 2018</u>	<u>Budget</u>	<u>\$ Change</u>
ORDINARY INCOME/EXPENSE			
INCOME			
519.03 · TITLE III C2 INCOME	6,564.50	8,141.00	(1,576.50)
519.04 · FEDERAL USDA	0.00	0.00	0.00
519.05 MIPPA (MMAP)	0.00	800.00	(800.00)
540 · GRANTS	51,800.00	55,000.00	(3,200.00)
561 - HDM WAIVER	575.50	950.00	(374.50)
642 · CHARGES FOR SERVICES/CONT	1,434.50	2,170.00	(735.50)
642.01 · FEE FOR SERVICE/CHORE	(200.00)	0.00	(200.00)
642.02 · FEE FOR SERVICE/HOMEMAKER	1,876.00	2,500.00	(624.00)
642.03 - FEE FOR SERV/SNOW REMOVAL	513.00	4,500.00	(3,987.00)
642.1 - FEE FOR SLIDING SCALE CLIENTS	7,414.00	5,000.00	2,414.00
642.05 - FEE FOR PRIVATE PAY & INS	0.00	1,410.00	(1,410.00)
670 - CLIENT INCOME	10,665.40	10,500.00	165.40
673 · NEWSLETTER SUB	30.00	60.00	(30.00)
675 · DONATIONS	10,942.61	9,080.00	1,862.61
676 · MILLAGE	88,380.16	88,723.00	(342.84)
680 · VOLUNTEER WAGES (IN-KIND).	5,095.00	6,400.00	(1,305.00)
677 - FUNDRAISING	26,053.72	41,000.00	(14,946.28)
681 - IN-KIND (non-volunteer)	509.79	525.00	(15.21)
690 - TRIP INCOME	0.00	0.00	0.00
691 - MISC INCOME	0.00	0.00	0.00
TOTAL INCOME	<u>211,654.18</u>	<u>236,759.00</u>	<u>(25,104.82)</u>
 GROSS PROFIT	 211,654.18	 236,759.00	 (25,104.82)
 EXPENSE			
700 - ACCOUNTING FEES	1,055.00	0.00	1,055.00
705 · SALARY AND WAGES	65,786.16	63,423.00	2,363.16
708 · PAYROLL TAX EXPENSE	5,189.64	6,140.00	(950.36)
709 · EDUCATION/TRAINING	0.00	55.00	(55.00)
710 · EVENTS	92.14	176.00	(83.86)
715 · CLOTHING ALLOWANCE	0.00	0.00	0.00
717 · DUES/SUBSCRIPTIONS	85.00	425.00	(340.00)
720 - BAD DEBT	0.00	0.00	0.00
721 · COMPUTER EXPENSES	2,040.73	2,080.00	(39.27)
725 · FRINGE BENEFITS	9,973.87	9,296.00	677.87
726 - FUNDRAISING/MARKETING EXP	1,116.13	1,600.00	(483.87)
727 · SUPPLIES	2,612.92	2,333.00	279.92
727.2 · OFFICE EXP	877.74	916.00	(38.26)
727.3 - POSTAGE	61.94	630.00	(568.06)
727.4 - ADVERTISING	186.45	550.00	(363.55)
740 · FOOD	15,009.13	13,500.00	1,509.13
819 · CONTRACTUAL	11,918.51	36,596.00	(24,677.49)
820 · VOLUNTEER WAGES (IN-KIND)	5,095.00	6,400.00	(1,305.00)
825 · VOLUNTEER EXPENSES	1,276.17	290.00	986.17
850 · TELEPHONE	345.12	350.00	(4.88)
861 · TRAVEL/MILEAGE/GAS	2,976.04	2,000.00	976.04
900 · INTEREST EXPENSE	432.32	420.00	12.32
910 · INSURANCE	2,351.00	2,800.00	(449.00)
915 · PROJECTS	2,271.46	2,200.00	71.46
920 · UTILITIES	1,983.03	1,660.00	323.03
940 · DEPRECIATION EXPENSE	2,914.96	2,700.00	214.96

BENZIE SENIOR RESOURCES
Statement of Financial Income & Expense
December 2018

	<u>Dec 2018</u>	<u>Budget</u>	<u>\$ Change</u>
980 • EQUIPMENT/REPAIRS	1,724.74	1,585.00	139.74
980.1 - OUTDOOR MAINTENANCE	0.00	2,000.00	(2,000.00)
981 • HDM VEHICLE MAINT/GAS	1,319.87	1,375.00	(55.13)
980.2 - INDOOR MAINTENANCE	0.00	185.00	(185.00)
991 - TRIP EXPENSE	0.00	0.00	0.00
CAPITAL IMPROVEMENT EXPENSE	0.00	3,750.00	(3,750.00)
			0.00
TOTAL EXPENSE	<u>138,695.07</u>	<u>165,435.00</u>	<u>(26,739.93)</u>
NET ORDINARY INCOME	72,959.11	71,324.00	1,635.11
OTHER INCOME/EXPENSES			
OTHER INCOME			
990 • INTEREST/DIVIDEND INCOME	16.78	15.00	1.78
999 - OTHER INCOME	0.00	0.00	0.00
TOTAL OTHER INCOME	<u>16.78</u>	<u>15.00</u>	<u>1.78</u>
OTHER EXPENSE			
999.1 • OTHER EXPENSE	0.00	85.00	(85.00)
99999 - LEGAL EXPENSE	0.00	250.00	(250.00)
TOTAL OTHER EXPENSE	<u>0.00</u>	<u>335.00</u>	<u>(335.00)</u>
NET OTHER INCOME	<u>16.78</u>	<u>(320.00)</u>	<u>336.78</u>
NET INCOME	<u><u>72,975.89</u></u>	<u><u>71,004.00</u></u>	<u><u>1,971.89</u></u>

BENZIE SENIOR RESOURCES
Statement of Financial Income & Expense
Oct 2018 - Dec 2018
25% of FY 2019

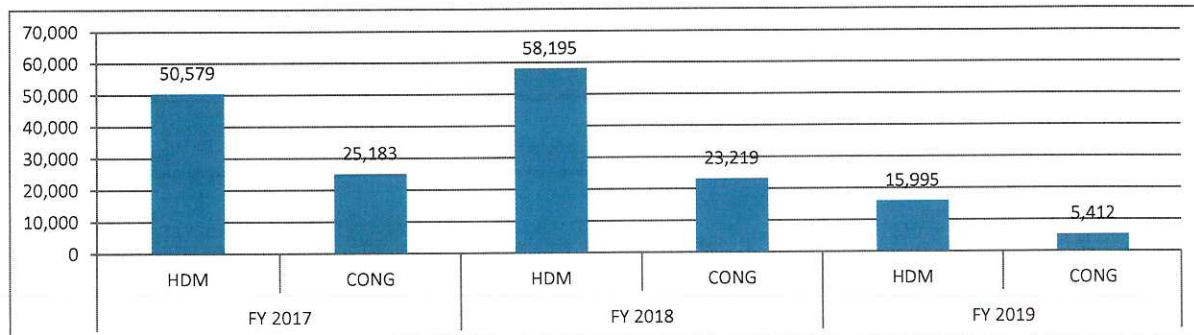
	<u>Oct-Dec 2018</u>	<u>Budget</u>	<u>\$ Change</u>	<u>Percent Expended</u>
Ordinary Income/Expense				
Income				
519.03 · TITLE III C2 INCOME	19,693.50	24,423.00	(4,729.50)	20.2%
519.04 · FEDERAL USDA	0.00	0.00	0.00	0.0%
519.05 MIPPA (MMAP)	0.00	1,000.00	(1,000.00)	0.0%
540 · GRANTS	51,800.00	56,900.00	(5,100.00)	47.0%
561 - HDM Waiver	1,463.00	2,850.00	(1,387.00)	12.9%
642 · CHARGES FOR SERVICES/CONT	5,893.00	6,510.00	(617.00)	22.6%
642.01 · FEE FOR SERVICE/CHORE	84.00	500.00	(416.00)	0.6%
642.02 · FEE FOR SERVICE/HOMEMAKER	6,702.00	8,300.00	(1,598.00)	21.5%
642.03 · FEE FOR SERVICE/SNOW REMOV/	10,340.00	13,900.00	(3,560.00)	43.0%
642.1 - FEE FOR SLIDING SCALE CLIENTS	17,651.75	15,000.00	2,651.75	29.4%
642.05 - FEE FOR PRIVATE PAY & INS	0.00	4,210.00	(4,210.00)	0.0%
670 - Client Income	21,577.10	31,500.00	(9,922.90)	17.0%
673 · NEWSLETTER SUB	100.00	180.00	(80.00)	14.0%
675 · DONATIONS	36,249.28	27,240.00	9,009.28	33.3%
676 · MILLAGE	265,140.48	266,169.00	(1,028.52)	24.9%
680 · VOLUNTEER WAGES (IN-KIND).	17,117.50	19,500.00	(2,382.50)	22.8%
677 - Fundraising	27,172.47	44,500.00	(17,327.53)	36.2%
681 - In-Kind (non-volunteer)	1,523.58	1,575.00	(51.42)	24.2%
690 - Trip Income	2,143.00	0.00	2,143.00	4.7%
691 - MISC INCOME	0.00	0.00	0.00	0.0%
Total Income	484,650.66	524,257.00	(39,606.34)	24.8%
Gross Profit	484,650.66	524,257.00	(39,606.34)	
Expense				
700 - ACCOUNTING FEES	6,500.00	6,300.00	200.00	89.0%
705 · SALARY AND WAGES	174,284.88	190,269.00	(15,984.12)	21.0%
708 · PAYROLL TAX EXPENSE	13,437.50	18,420.00	(4,982.50)	16.8%
709 · EDUCATION/TRAINING	729.00	165.00	564.00	14.6%
710 · EVENTS	459.33	529.00	(69.67)	13.5%
715 · CLOTHING ALLOWANCE	1,714.67	1,000.00	714.67	171.0%
717 · DUES/SUBSCRIPTIONS	175.00	425.00	(250.00)	5.0%
721 · COMPUTER EXPENSES	5,970.95	6,230.00	(259.05)	24.0%
725 · FRINGE BENEFITS	17,952.77	27,888.00	(9,935.23)	14.9%
726 · FUNDRAISING/MARKETING EXP	2,568.62	2,830.00	(261.38)	39.5%
727 · SUPPLIES	7,626.24	6,999.00	627.24	27.0%
727.2 · OFFICE EXP	3,088.93	2,753.00	335.93	28.0%
727.3 - POSTAGE	1,418.29	760.00	658.29	39.0%
727.4 - ADVERTISING	1,464.25	1,610.00	(145.75)	22.5%
740 · FOOD	47,751.39	44,300.00	3,451.39	29.0%
819 · CONTRACTUAL	36,674.70	72,688.00	(36,013.30)	12.3%
820 · VOLUNTEER WAGES (IN-KIND)	17,117.50	19,500.00	(2,382.50)	22.0%
825 · VOLUNTEER EXPENSES	2,732.17	2,770.00	(37.83)	22.4%
850 · TELEPHONE	1,027.04	1,060.00	(32.96)	22.5%
861 · TRAVEL/MILEAGE/GAS	10,340.95	6,575.00	3,765.95	36.3%
900 · INTEREST EXPENSE	1,317.19	1,260.00	57.19	26.3%
910 · INSURANCE	7,053.00	8,400.00	(1,347.00)	19.6%

BENZIE SENIOR RESOURCES
Statement of Financial Income & Expense
Oct 2018 - Dec 2018
25% of FY 2019

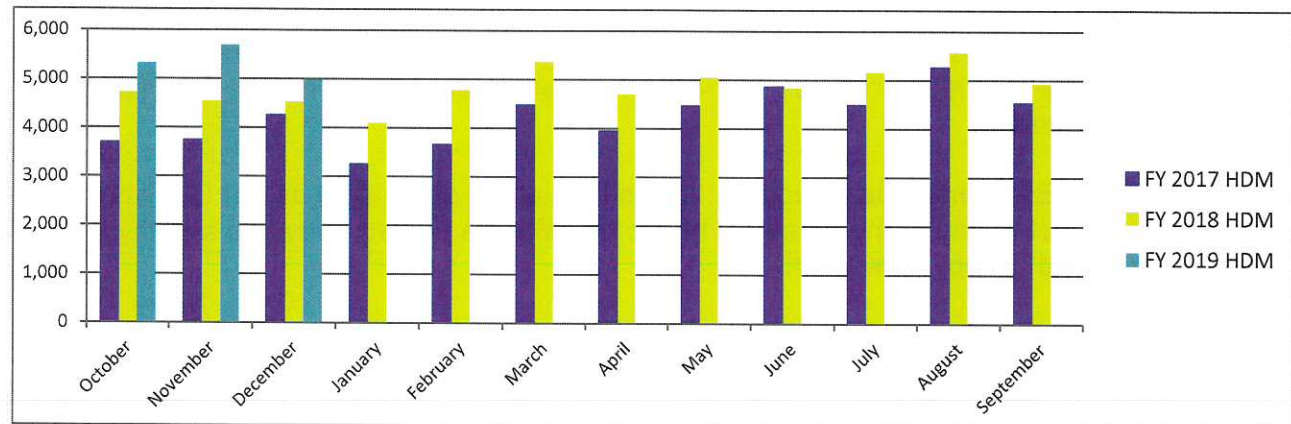
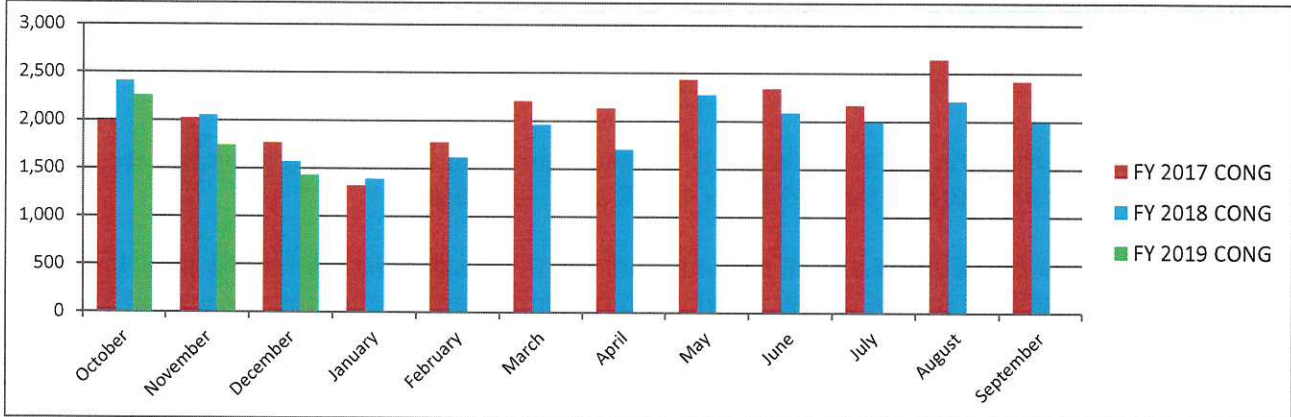
	Oct-Dec 2018	Budget	\$ Change	Percent Expended
915 · PROJECTS	2,931.60	4,200.00	(1,268.40)	20.6%
920 · UTILITIES	6,553.11	6,260.00	293.11	24.3%
940 · DEPRECIATION EXPENSE	8,744.88	8,100.00	644.88	27.0%
980 · EQUIPMENT/REPAIRS	5,681.87	4,755.00	926.87	30.0%
980.1 - OUTDOOR MAINTENANCE	0.00	2,070.00	(2,070.00)	0.0%
981 · HDM VEHICLE MAINT/GAS	2,846.71	4,125.00	(1,278.29)	17.3%
980.2 - INDOOR MAINTENANCE	714.73	555.00	159.73	32.5%
CAPITAL EXPENSE	0.00	3,750.00	(3,750.00)	0.0%
TRIP EXPENSE	1,538.00	0.00	1,538.00	3.5%
Total Expense	390,415.27	456,546.00	(66,130.73)	20.6%
Net Ordinary Income	94,235.39	67,711.00	26,524.39	
Other Income/Expense				
Other Income				
990 · INTEREST/DIVIDEND INCOME	47.82	45.00	2.82	10.4%
995.1 REALIZED GAIN (LOSS)	0.00	0.00	0.00	-172.0%
999 - Other Income	606.25	0.00	606.25	342.0%
Total Other Income	654.07	45.00	609.07	
Other Expense				
999.1 · Other Expense	7,729.57	255.00	7,474.57	2284.0%
99999 - LEGAL EXPENSE	0.00	750.00	(750.00)	13.2%
Total Other Expense	7,729.57	1,005.00	6,724.57	
Net Other Income	(7,075.50)	(960.00)	(6,115.50)	
Net Income	87,159.89	66,751.00	20,408.89	

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

	FY 2017		FY 2018		FY 2019	
	HDM	CONG	HDM	CONG	HDM	CONG
October	3,684	2,000	4,714	2,405	5,320	2,252
November	3,744	2,018	4,531	2,049	5,690	1,736
December	4,252	1,764	4,527	1,566	4,985	1,424
January	3,248	1,318	4,096	1,388		
February	3,653	1,769	4,771	1,610		
March	4,470	2,203	5,351	1,955		
April	3,941	2,129	4,690	1,698		
May	4,463	2,430	5,046	2,271		
June	4,853	2,337	4,832	2,084		
July	4,481	2,162	5,151	1,995		
August	5,262	2,641	5,564	2,205		
September	4,528	2,412	4,922	1,993		
total meals	50,579	25,183	58,195	23,219	15,995	5,412



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



Senior Center Coordinator's Report January 7, 2019

Regular Happenings:

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

Events:

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

Bible Study, Yoga and Zumba are all off until April 2019. This means we have a little wiggle room in our schedule to try out a new activity. Something to get us through the winter! Please give me your suggestions and we'll see what we can make happen. New Activity Suggestion Box will be at the front desk. We are excited to see what new activities 2019 will bring to TGP!!

Tech Support with Robert is on Fridays by appointment **only** until further notice. Call 231.525.0601 for scheduling. Robert will not be at The Gathering Place unless he has scheduled appointments. Dustin also does Tech Support at the Benzonia Library on Mondays from 11 a.m.—1 p.m. Please call 231-882-4111 for more information. There is no charge for either Tech Support.

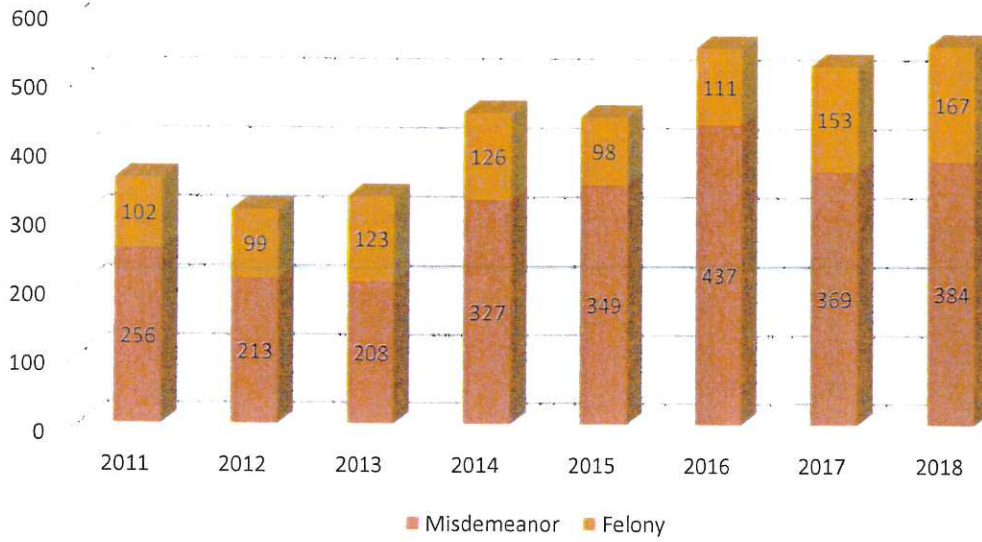
Our New Year's Eve Party was a success. It was held at the same time as our Ol' Time Gathering (the last Friday of the month). The Melody Makers played, they had a potluck meal and many danced. Happy New year!

A reminder that when Benzie Central Schools are closed for inclement weather, The Gathering Place Senior Center is closed, and we don't deliver meals.

Our Plarn group is still going strong and soon we'll be able to take another trip to Traverse City to donate our mats.

The Little River Casino Trip leaves The Gathering Place at 8:30 a.m. and Shop-n-Save at 8:45 a.m. The trip fee is still \$10 but there is a change for participants. **You no longer have to earn 10 points on your card before you earn the \$20 in River Credits but there is no longer a \$5 food voucher.** The credits will download automatically on your card. Space is limited so call now to reserve a seat. 231-525-0601 or toll free at 877-277-1306. **Cancel within 24 hours of trip or pay trip fee.**

Authorized Criminal Cases

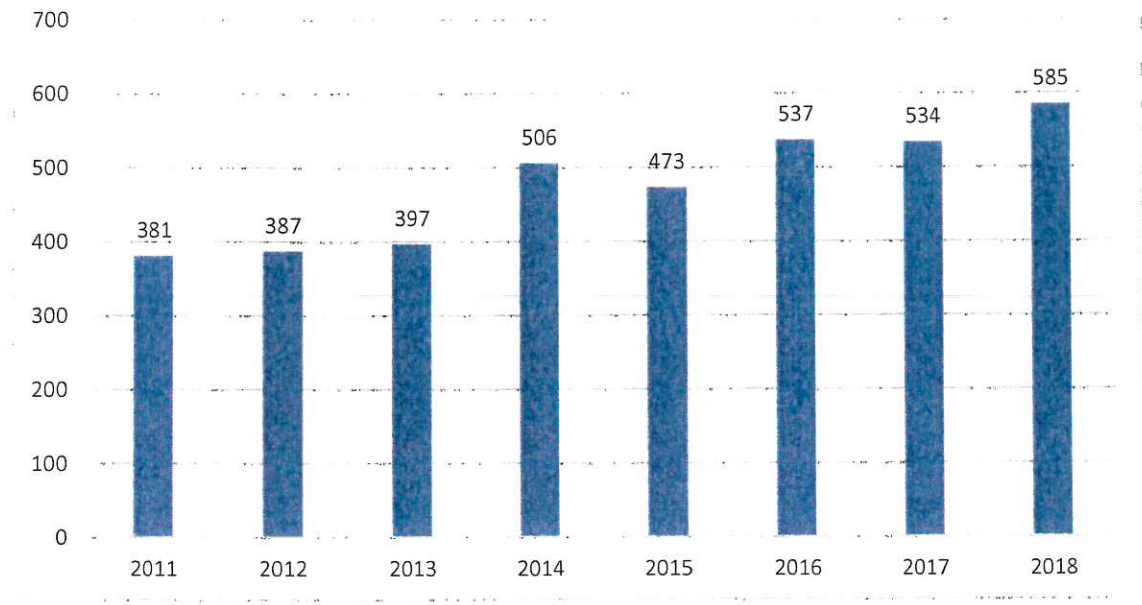


RECEIVED

JAN 17 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Criminal Cases Reviewed



WARRANT REPORT

Benzie County

Adult 3.2

01/01/2011 - 12/31/2011

Print Date: 01/11/2019

CASE CLASS	SHARE DATA	TOTAL
CIVIL	AUTHORIZED	4
	Total CIVIL Cases	4
FELONY	AUTHORIZED	100
	Diversion	1
	Total FELONY Cases	101
HIGH-Misdemeanor	AUTHORIZED	1
	Total HIGH-Misdemeanor Cases	1
MISDEMEANOR	AUTHORIZED	5
	DENIED	246
	Diversion	2
		3
	Total MISDEMEANOR Cases	256
	TOTAL	362

Criteria : Cases that have a Share Data Date within the input date range.

WARRANTS REQUESTED by AGENCY

Benzie County

Adult 3.0

01/01/2011 - 12/31/2011

Run Date: 01/11/2019

Agency	Name	Warrants			Percentage
		Fel.	Misd.	Total	
00M71	MICHIGAN STATE POLICE POST 71	4	1	5	1.32 %
00M71D	MICHIGAN STATE POLICE POST 71 DE	4	12	16	4.21 %
00M77C	MICHIGAN STATE POLICE POST 77 CL	15	30	45	11.84 %
10BCSD	BENZIE COUNTY SHERIFF DEPART	61	182	243	63.95 %
10FPD	FRANKFORT POLICE DEPT.	10	33	43	11.32 %
10TNT	TRAVERSE NARCOTICS TEAM	8	0	8	2.11 %
45LCSD	LEELANAU COUNTY SHERIFF DEPT	1	1	2	0.53 %
OODNR	DEPT OF NATURAL RESOURCES	0	18	18	4.74 %

Grand Total:

103

277

380

100.00 %

Report Criteria: A Case Request Date within the input date range, Case Class equals ["M", "F", "H"] and the Case Agency cannot be blank.

WARRANT REPORT

Benzie County

Adult 3.2

01/01/2012 - 12/31/2012

Print Date: 01/11/2019

CASE CLASS	SHARE DATA	TOTAL
CIVIL		
	AUTHORIZED	1
		<hr/>
	Total CIVIL Cases	1
FELONY		
	AUTHORIZED	98
	Diversion	1
		<hr/>
	Total FELONY Cases	99
MISDEMEANOR		
		3
	AUTHORIZED	204
	RESTRICTED	1
	Diversion	5
		<hr/>
	Total MISDEMEANOR	
	Cases	213
		<hr/>
	TOTAL	313

Criteria : Cases that have a Share Data Date within the input date range.

WARRANTS REQUESTED by AGENCY

Benzie County

Adult 3.0

01/01/2012 - 12/31/2012

Run Date: 01/11/2019

Agency	Name	Warrants			Percentage
		Fel.	Misd.	Total	
00M68D	MICHIGAN STATE POLICE POST 68 DE	0	1	1	0.27 %
00M70	MICHIGAN STATE POLICE 7TH DHQ	0	1	1	0.27 %
00M71	MICHIGAN STATE POLICE POST 71	15	32	47	12.47 %
00M71D	MICHIGAN STATE POLICE POST 71 DE	1	3	4	1.06 %
00M77C	MICHIGAN STATE POLICE POST 77 CL	0	4	4	1.06 %
00M79D	MICHIGAN STATE POLICE POST 79 DE	0	1	1	0.27 %
10BCSD	BENZIE COUNTY SHERIFF DEPART	60	185	245	64.99 %
10FPD	FRANKFORT POLICE DEPT.	10	35	45	11.94 %
10TNT	TRAVERSE NARCOTICS TEAM	16	4	20	5.31 %
45GTBP	GRAND TRAVERSE BAND POLICE	0	1	1	0.27 %
OODNR	DEPT OF NATURAL RESOURCES	0	8	8	2.12 %

Grand Total:

102

275

377

100.00 %

Report Criteria: A Case Request Date within the input date range, Case Class equals ["M", "F", "H"] and the Case Agency cannot be blank.

WARRANT REPORT

Benzie County

Adult 3.2

01/01/2013 - 12/31/2013

Print Date: 01/11/2019

CASE CLASS	SHARE DATA	TOTAL
CIVIL		
	AUTHORIZED	2
	<hr/>	
	Total CIVIL Cases	2
FELONY		
	AUTHORIZED	120
	DENIED	2
	Diversion	1
	<hr/>	
	Total FELONY Cases	123
MISDEMEANOR		
		2
	AUTHORIZED	204
	DENIED	2
	<hr/>	
	Total MISDEMEANOR	
	Cases	208
		<hr/>
TOTAL		333

Criteria : Cases that have a Share Data Date within the input date range.

WARRANTS REQUESTED by AGENCY

Benzie County

Adult 3.0

01/01/2013 - 12/31/2013

Run Date: 01/11/2019

Agency	Name	Warrants			Percentage
		Fel.	Misd.	Total	
00M71	MICHIGAN STATE POLICE POST 71	22	38	60	15.42 %
00M71D	MICHIGAN STATE POLICE POST 71 DE	2	4	6	1.54 %
00M83	MICHIGAN STATE POLICE POST 83	1	0	1	0.26 %
10BCSD	BENZIE COUNTY SHERIFF DEPART	86	174	260	66.84 %
10FPD	FRANKFORT POLICE DEPT.	8	14	22	5.66 %
10TNT	TRAVERSE NARCOTICS TEAM	25	5	30	7.71 %
OODNR	DEPT OF NATURAL RESOURCES	1	9	10	2.57 %
Grand Total:		145	244	389	100.00 %
Report Criteria: A Case Request Date within the input date range, Case Class equals ["M", "F", "H"] and the Case Agency cannot be blank.					

WARRANT REPORT

Benzie County

Adult 3.2

01/01/2014 - 12/31/2014

Print Date: 01/11/2019

CASE CLASS	SHARE DATA	TOTAL
FELONY		
		2
	AUTHORIZED	115
	DENIED	8
	Diversion	1
	Total FELONY Cases	126
MISDEMEANOR		
		9
	AUTHORIZED	258
	DENIED	58
	Diversion	2
	Total MISDEMEANOR Cases	327
	TOTAL	453

Criteria : Cases that have a Share Data Date within the input date range.

WARRANTS REQUESTED by AGENCY

Benzie County

Adult 3.0

01/01/2014 - 12/31/2014

Run Date: 01/11/2019

Agency	Name	Warrants		Total	Percentage
		Fel.	Misd.		
00M70	MICHIGAN STATE POLICE 7TH DHQ	0	6	6	1.19 %
00M71	MICHIGAN STATE POLICE POST 71	21	72	93	18.38 %
00M71D	MICHIGAN STATE POLICE POST 71 DE	0	1	1	0.20 %
10BCHD	BENZIE COUNTY HEALTH DEPT.	1	1	2	0.40 %
10BCSD	BENZIE COUNTY SHERIFF DEPART	76	234	310	61.26 %
10FPD	FRANKFORT POLICE DEPT.	10	66	76	15.02 %
10TNT	TRAVERSE NARCOTICS TEAM	14	0	14	2.77 %
45GTBP	GRAND TRAVERSE BAND POLICE	0	2	2	0.40 %
OODNR	DEPT OF NATURAL RESOURCES	1	1	2	0.40 %
Grand Total:		123	383	506	100.00 %

Report Criteria: A Case Request Date within the input date range, Case Class equals ["M", "F", "H"] and the Case Agency cannot be blank.

WARRANT REPORT

Benzie County

Adult 3.2

01/01/2015 - 12/31/2015

Print Date: 01/11/2019

CASE CLASS	SHARE DATA	TOTAL
FELONY	AUTHORIZED	91
	DENIED	6
	<hr/>	
	Total FELONY Cases	97
HIGH-Misdemeanor	AUTHORIZED	1
	<hr/>	
	Total HIGH-Misdemeanor Cases	1
MISDEMEANOR		2
	AUTHORIZED	272
	DENIED	75
	<hr/>	
	Total MISDEMEANOR Cases	349
		<hr/>
		TOTAL 447

Criteria : Cases that have a Share Data Date within the input date range.

WARRANTS REQUESTED by AGENCY

Benzie County

Adult 3.0

01/01/2015 - 12/31/2015

Run Date: 01/11/2019

Agency	Name	Warrants			Percentage
		Fel.	Misd.	Total	
00M71	MICHIGAN STATE POLICE POST 71	8	41	49	10.36 %
00M72D	MICHIGAN STATE POLICE POST 72 DE	0	1	1	0.21 %
00MCID	MSP CRIMINAL INVESTIGATION DIVI	1	0	1	0.21 %
10BCSD	BENZIE COUNTY SHERIFF DEPART	77	272	349	73.78 %
10FPD	FRANKFORT POLICE DEPT.	8	39	47	9.94 %
10TNT	TRAVERSE NARCOTICS TEAM	10	1	11	2.33 %
45GTBP	GRAND TRAVERSE BAND POLICE	0	2	2	0.42 %
45LCSD	LEELANAU COUNTY SHERIFF DEPT	1	1	2	0.42 %
OODNR	DEPT OF NATURAL RESOURCES	1	10	11	2.33 %
Grand Total:		106	367	473	100.00 %

Report Criteria: A Case Request Date within the input date range, Case Class equals ["M", "F", "H"] and the Case Agency cannot be blank.

WARRANT REPORT

Benzie County

Adult 3.2

01/01/2016 - 12/31/2016

Print Date: 01/11/2019

CASE CLASS	SHARE DATA	TOTAL
FELONY		
	AUTHORIZED	99
	DENIED	12
	Total FELONY Cases	111
MISDEMEANOR		
	AUTHORIZED	326
	DENIED	110
	Diversion	1
		0
	Total MISDEMEANOR Cases	437
TOTAL		548

Criteria : Cases that have a Share Data Date within the input date range.

WARRANTS REQUESTED by AGENCY

Benzie County

Adult 3.0

01/01/2016 - 12/31/2016

Run Date: 01/11/2019

Agency	Name	Warrants			Percentage
		Fel.	Misd.	Total	
00M70	MICHIGAN STATE POLICE 7TH DHQ	0	1	1	0.19 %
00M71	MICHIGAN STATE POLICE POST 71	17	61	78	14.53 %
00M72	MICHIGAN STATE POLICE POST 72	1	0	1	0.19 %
00M73	MICHIGAN STATE POLICE POST 73	0	2	2	0.37 %
00M74	MICHIGAN STATE POLICE POST 74	1	1	2	0.37 %
00M83	MICHIGAN STATE POLICE POST 83	1	0	1	0.19 %
10BCSD	BENZIE COUNTY SHERIFF DEPART	63	265	328	61.08 %
10FPD	FRANKFORT POLICE DEPT.	10	90	100	18.62 %
10TNT	TRAVERSE NARCOTICS TEAM	12	1	13	2.42 %
45GTBP	GRAND TRAVERSE BAND POLICE	0	1	1	0.19 %
OODNR	DEPT OF NATURAL RESOURCES	4	6	10	1.86 %

Grand Total:

109

428

537

100.00 %

Report Criteria: A Case Request Date within the input date range, Case Class equals ["M", "F", "H"] and the Case Agency cannot be blank.

WARRANT REPORT

Benzie County

Adult 3.2

01/01/2017 - 12/31/2017

Print Date: 01/11/2019

CASE CLASS	SHARE DATA	TOTAL
FELONY		
		2
	AUTHORIZED	131
	DENIED	20
		<hr/>
	Total FELONY Cases	153
MISDEMEANOR		
	AUTHORIZED	290
	DENIED	79
		<hr/>
	Total MISDEMEANOR	
	Cases	369
		<hr/>
	TOTAL	522

Criteria : Cases that have a Share Data Date within the input date range.

WARRANTS REQUESTED by AGENCY

Benzie County

Adult 3.0

01/01/2017 - 12/31/2017

Run Date: 01/11/2019

Agency	Name	Warrants			Percentage
		Fel.	Misd.	Total	
00M34	MICHIGAN STATE POLICE POST 34	1	0	1	0.19 %
00M71	MICHIGAN STATE POLICE POST 71	16	41	57	10.69 %
00M71D	MICHIGAN STATE POLICE POST 71 DE	10	25	35	6.57 %
10BCSD	BENZIE COUNTY SHERIFF DEPART	86	217	303	56.85 %
10FPD	FRANKFORT POLICE DEPT.	16	68	84	15.76 %
10TNT	TRAVERSE NARCOTICS TEAM	24	3	27	5.07 %
45GTBP	GRAND TRAVERSE BAND POLICE	1	4	5	0.94 %
83WCSD	WEXFORD COUNTY SHERIFF DEPART	0	3	3	0.56 %
OODNR	DEPT OF NATURAL RESOURCES	0	18	18	3.38 %

Grand Total:

154 379 533 100.00 %

Report Criteria: A Case Request Date within the input date range, Case Class equals ["M", "F", "H"] and the Case Agency cannot be blank.

WARRANT REPORT

Benzie County

Adult 3.2

01/01/2018 - 12/31/2018

Print Date: 01/11/2019

CASE CLASS	SHARE DATA	TOTAL
FELONY		
		1
	AUTHORIZED	139
	DENIED	23
	Diversion	1
	Total FELONY Cases	164
MISDEMEANOR		
	AUTHORIZED	303
	DENIED	81
	Total MISDEMEANOR Cases	384
	TOTAL	548

Criteria : Cases that have a Share Data Date within the input date range.

WARRANTS REQUESTED by AGENCY

Benzie County

Adult 3.0

01/01/2018 - 12/31/2018

Run Date: 01/04/2019

Agency	Name	Warrants			Percentage
		Fel.	Misd.	Total	
00M11	MICHIGAN STATE POLICE POST 11	1	0	1	0.17 %
00M71	MICHIGAN STATE POLICE POST 71	25	75	100	17.15 %
00M71D	MICHIGAN STATE POLICE POST 71 DE	11	45	56	9.61 %
10BCSD	BENZIE COUNTY SHERIFF DEPART	106	209	315	54.03 %
10FPD	FRANKFORT POLICE DEPT.	13	44	57	9.78 %
10TNT	TRAVERSE NARCOTICS TEAM	16	0	16	2.74 %
23ECSD	EATON COUNTY SHERIFF'S DEPT.	1	0	1	0.17 %
28TCPD	TRAVERSE CITY POLICE DEPARTMEN	0	1	1	0.17 %
45LCSD	LEELANAU COUNTY SHERIFF DEPT	0	1	1	0.17 %
OODNR	DEPT OF NATURAL RESOURCES	0	35	35	6.00 %
Grand Total:		173	410	583	100.00 %

Report Criteria: A Case Request Date within the input date range, Case Class equals ["M", "F", "H"] and the Case Agency cannot be blank.

WARRANTS AUTHORIZED by AGENCY

Benzie County

Adult 3.0

01/01/2018 - 12/31/2018

Run Date: 01/04/2019

Agency	Name	Warrants			Percentage
		Fel.	Misd.	Total	
00M71	MICHIGAN STATE POLICE POST 71	18	58	76	17.80 %
00M71D	MICHIGAN STATE POLICE POST 71 DETACHMENT	9	32	41	9.60 %
10BCSD	BENZIE COUNTY SHERIFF DEPART	81	162	243	56.91 %
10FPD	FRANKFORT POLICE DEPT.	13	32	45	10.54 %
10TNT	TRAVERSE NARCOTICS TEAM	14	0	14	3.28 %
28TCPD	TRAVERSE CITY POLICE DEPARTMENT	0	1	1	0.23 %
OODNR	DEPT OF NATURAL RESOURCES	0	7	7	1.64 %
Grand Total:		135	292	427	100.00 %

Report Criteria: The Case Request Date is within the input date range, the Case Class = ["M", "F", "H"], and the Share Data field equals ["A" or "R"]..

CHARGES AUTHORIZED BY LOCATION REPORT

Adult 3.0

Benzie County

Charge Screening Date from 01/01/2018 to 12/31/2018

RunDate: 01/11/2019

LOCATION: ALMIRA TOWNSHIP

CLASS	CHARGE	TOTAL
FELONY	DOMESTIC VIOLENCE	2
	POLICE OFFICER-ASSAULT/RESIST/OBSTRUCT	1
	RECK DR. CAUSE SER. IMPARI OF BODY FUNCT	1
MISDEMEANOR	ALCOHOL-OPEN CONTAINER IN VEHICLE	1
	ASSAULT OR ASSAULT AND BATTERY	1
	DOMESTIC VIOLENCE	1
	FAILURE TO REPORT ACCIDENT	1
	MOTOR VEHICLE-OPERATE WO/SECURITY	1
	OPERATE-UNREGISTERED VEHICLE	1
	OPERATING - IMPAIRED	3
	OPERATING WHILE INTOXICATED	4
	OPERATING WITHOUT LICENSE ON PERSON	1
	OPERATING-LIC.SUSPENDED,REVOKED,DENIED	3
Almira Township		21

CHARGES AUTHORIZED BY LOCATION REPORT

Adult 3.0

Benzie County

Charge Screening Date from 01/01/2018 to 12/31/2018

RunDate: 01/11/2019

LOCATION: BENZIE COUNTY

CLASS	CHARGE	TOTAL
	DOMESTIC VIOLENCE	1
MISDEMEANOR	MOTOR VEHICLE-UNLAWFUL USE-2YR MISDEM	1
	OPERATING WITHOUT LICENSE ON PERSON	1
	TRUANCY	1
Benzie County		4

CHARGES AUTHORIZED BY LOCATION REPORT

Adult 3.0

Benzie County

Charge Screening Date from 01/01/2018 to 12/31/2018

RunDate: 01/11/2019

LOCATION: BENZONIA TOWNSHIP

CLASS	CHARGE	TOTAL
FELONY	ASSAULT OF PRISON EMPLOYEE	1
	ASSAULT W/DANGEROUS WEAPON	1
	CHILD ABUSE - 2ND DEGREE	2
	CONT. SUB-DELIVER/MFG (SCHD. 4)	1
	CONT. SUB-DELIVER/MFG 1000 OR MORE GR.	2
	CONT. SUB-DELIVER/MFG 50-449 GR.	3
	CONT. SUB-DELIVER/MFG LESS THAN 50 GR	12
	CONT. SUB-POSSESS/ANALOGUES	3
	CONT. SUB. - DEL/MFG MARIJ/SYN EQUIV	3
	CONT. SUB. - POSSESS LESS THAN 25 GRAMS	7
	CS-DELIVER/MFG (1,2,3 EXCEPT M,M,E,C)	5
	CS-DELIVER/MFG-METHAMPHETAMINE	1
	CS-POSSESSION OF METHAMPHETAMINE/ECSTAS	3
	CSC-ASSAULT W/INTENT OF SEX. PEN.	1
	EMBEZZ-AGENT/TRUSTEE >1,000 <20,000	1
	EMBEZZLE-FROM VUL. ADULT \$20K TO \$50K	1
	FIN. TRANS. DEV.-STEAL/RETAIN WO/CONSENT	1
	JAILS-PRISONER POSSESSING CONTRABAND	1
	LARCENY IN A BUILDING	1
	NO ACCOUNT CHECK	1
	OPERATING WHILE INTOXICATED	4
	OPERATING-LIC.SUSPENDED,REVOKED,DENIED	1
	POLICE OFFICER-ASSAULT/RESIST/OBSTRUCT	4
	SEX OFFENDERS-FAIL TO COMPLY W/REG. ACT	1
	WEAPONS - CARRYING CONCEALED	1
	WEAPONS FELONY FIREARM	2
	WEAPONS-AMMUNITION-POSSESS BY FELON	1
	WEAPONS-FIREARMS-POSSESSION BY FELON	2
	WITNESS-BRIBE/INTIMIDATE/INTERFERE-PUN>10	1
OTHER	CONT. SUB-POSS. OF MARIHUANA/SYN. EQUAL.	1
	CS-MAINTAINING A DRUG HOUSE	7
	CSC-4TH DEGREE (INCAPACITATED VIC.)	1
	LYING TO PEACE OFC-4 YR OR MORE CRM INVE	1
	POSSESSION OF A LOADED FIREARM	1
MISDEMEANOR	ALCOHOL-OPEN CONTAINER IN VEHICLE	4
	ASSAULT OR ASSAULT AND BATTERY	2
	CONT. SUB-POSS. OF MARIHUANA/SYN. EQUAL.	11
	CONT. SUB-USE MARIH/SYN MARI/SPICE/SALV	5
	CS USE NARC/COCAINE/ECSTASY	2
	DISORDERLY PERSON-DRUNK	3
	DISTURBING THE PEACE	1
	DOMESTIC VIOLENCE	4
	EMBEZ.-FROM VUL. ADULT 200 OR > BUT<1000	1
	EMBEZZLEMENT-AGENT OR TRUSTEE <\$200.00	1
	EMBEZZLEMENT-AGENT OR TRUSTEE >199<1000	1

CHARGES AUTHORIZED BY LOCATION REPORT

Adult 3.0

Benzie County

Charge Screening Date from 01/01/2018 to 12/31/2018

RunDate: 01/11/2019

LOCATION: BENZONIA TOWNSHIP

CLASS	CHARGE	TOTAL
	FAIL TO STOP-PERSONAL INJURY ACCIDENT	1
	FAILURE TO REPORT ACCIDENT	3
	FAILURE TO STOP AFTER COLLISION	3
	FISH & GAME - ORDER/RULE VIOLATIONS	2
	LARCENY - LESS THAN \$200.00	2
	LARCENY-\$200.00 OR MORE BUT <\$1,000.00	2
	LIC. PLATE/REG./TITLE-UNLAWFUL USE	7
	LYING TO A PEACE OFC-SERIOUS MISD INVES.	2
	MDOB - LESS THAN \$200.00	2
	MDOPP - \$200 OR MORE BUT LESS THAN \$1000	1
	MDOPP-LESS THAN \$200.00	1
	MOTOR VEH.-LET UNLICENSED MINOR TO OPER.	1
	MOTOR VEHICLE-OPERATE WO/SECURITY	10
	OP.-W/PRESENCE OF A CONTROLLED SUBSTANC	3
	OPERATE-OWN. LET ANOTHER VIOLATE MVC	1
	OPERATE-UNREGISTERED VEHICLE	3
	OPERATING - IMPAIRED	12
	OPERATING - ORV - UNREASONABLE SPEED	1
	OPERATING WHILE INTOXICATED	12
	OPERATING WITH A HIGH BAC	1
	OPERATING WITHOUT LICENSE ON PERSON	5
	OPERATING-LIC.SUSPENDED,REVOKED,DENIED	27
	RECKLESS USE OF FIREARMS	1
	RETAIL FRAUD - THIRD DEGREE	8
	SNOMOBILES - OPERATING IMPAIRED	1
	SPORTS FISHING-USING ILLEGAL FISH. DEV.	1
	TRESPASS	1
	VIOLATION OF LICENSE RESTRICTIONS	1
Benzon Township		229

CHARGES AUTHORIZED BY LOCATION REPORT

Adult 3.0

Benzie County

Charge Screening Date from 01/01/2018 to 12/31/2018

RunDate: 01/11/2019

LOCATION: BLAINE TOWNSHIP

CLASS	CHARGE	TOTAL
FELONY	POLICE OFFICER-ASSAULT/RESIST/OBSTRUCT	2
MISDEMEANOR	EMERGENCY 9-1-1 SERVICE-UNAUTH. PURPOSE	1
	FAILURE TO REPORT ACCIDENT	1
	OPERATING - IMPAIRED	1
	OPERATING WHILE INTOXICATED	1
	RECKLESS DRIVING	1
	REFUSAL TO OBEY TRAFFIC ORDER	1
Blaine Township		8

CHARGES AUTHORIZED BY LOCATION REPORT

Adult 3.0

Benzie County

Charge Screening Date from 01/01/2018 to 12/31/2018

RunDate: 01/11/2019

LOCATION: CITY OF FRANKFORT

CLASS	CHARGE	TOTAL
	RETAIL FRAUD - SECOND DEGREE	1
FELONY	CHECK-NON-SUFFICIENT FUNDS \$500 OR MORE	1
	CHILD ABUSE - 3RD DEGREE	1
	CONT. SUB-POSSESS/ANALOGUES	3
	CONT. SUB. - POSSESS LESS THAN 25 GRAMS	3
	CSC-1ST DEGREE (RELATIONSHIP)	1
	FIN. TRANS. DEV.-STEAL/RETAIN WO/CONSENT	1
	HOME INVASION - 1ST DEGREE	1
	KIDNAPPING - CUSTODIAL INTERFERENCE	1
	OPERATING WHILE INTOXICATED	1
	POLICE OFFICER-ASSAULT/RESIST/OBSTRUCT	10
	STALKING - AGGRAVATED	1
	WEAPONS - CARRYING CONCEALED	1
OTHER	CS-MAINTAINING A DRUG HOUSE	1
MISDEMEANOR	ASSAULT OR ASSAULT AND BATTERY	1
	B&E-ILLEGAL ENTRY	1
	CONT. SUB-POSS. OF MARIHUANA/SYN. EQUAL.	5
	CONT. SUB-USE MARIH/SYN MARI/SPICE/SALV	3
	CONTROLLED SUBSTANCE - USE	2
	CS USE NARC/COCAINE/ECSTASY	1
	DISORDERLY PERSON-DRUNK	2
	DISTURBING THE PEACE	3
	DOMESTIC VIOLENCE	6
	FAILURE TO STOP AFTER COLLISION	1
	LARCENY - LESS THAN \$200.00	3
	LARCENY-\$200.00 OR MORE BUT <\$1,000.00	1
	LIC. PLATE/REG./TITLE-UNLAWFUL USE	1
	MARINE SAFETY - OP. WHILE INTOXICATED	1
	MDOPP-LESS THAN \$200.00	1
	MOTOR VEHICLE-OPERATE WO/SECURITY	1
	MS-OPERATE VESSEL IN RESTRICTED AREA	1
	MV-ALLOW A SUSPENDED PERSON TO OPERATE	1
	OPERATE-UNREGISTERED VEHICLE	1
	OPERATING - IMPAIRED	11
	OPERATING WHILE INTOXICATED	14
	OPERATING WITH A HIGH BAC	2
	OPERATING WITHOUT LICENSE ON PERSON	4
	OPERATING-LIC.SUSPENDED,REVOKED,DENIED	14
	RECKLESS DRIVING	1
	REFUSAL TO OBEY TRAFFIC ORDER	1
	RETAIL FRAUD - THIRD DEGREE	1
	WEAPONS-FIREARMS-BRANDISHING IN PUBLIC	1
OTHER	FUGITIVE FROM JUSTICE	1

CHARGES AUTHORIZED BY LOCATION REPORT

Adult 3.0

Benzie County

Charge Screening Date from 01/01/2018 to 12/31/2018

RunDate: 01/11/2019

LOCATION: CITY OF FRANKFORT

CLASS	CHARGE	TOTAL
City of Frankfort		113

CHARGES AUTHORIZED BY LOCATION REPORT

Adult 3.0

Benzie County

Charge Screening Date from 01/01/2018 to 12/31/2018

RunDate: 01/11/2019

LOCATION: COLFAX TOWNSHIP

CLASS	CHARGE	TOTAL
FELONY	B&E - A BUILDING WITH INTENT	1
	HOME INVASION - 1ST DEGREE	1
	LARCENY IN A BUILDING	1
	POLICE OFFICER-ASSAULT/RESIST/OBSTRUCT	1
	WEAPONS - CARRYING CONCEALED	1
	WEAPONS - FIREARMS - LARCENY	1
MISDEMEANOR	ALCOHOL-OPEN CONTAINER IN VEHICLE	1
	CONT. SUB-POSS. OF MARIHUANA/SYN. EQUAL.	2
	CONT. SUB-USE MARIH/SYN MARI/SPICE/SALV	1
	DOMESTIC VIOLENCE	2
	FAILURE TO REPORT ACCIDENT	2
	FAILURE TO STOP AFTER COLLISION	1
	HFLP - HUNTING DEER WITHOUT A LICENSE	1
	HUNT & FISH LIC. PART-NO HUNT/TRAP LIC.	1
	LARCENY-\$200.00 OR MORE BUT <\$1,000.00	1
	LIC. PLATE/REG./TITLE-UNLAWFUL USE	3
	MOTOR VEHICLE-OPERATE WO/SECURITY	3
	MV-ALLOW A SUSPENDED PERSON TO OPERATE	2
	OPERATE-UNREGISTERED VEHICLE	2
	OPERATING - IMPAIRED	2
	OPERATING WHILE INTOXICATED	5
	OPERATING WITH A HIGH BAC	2
	OPERATING WITHOUT LICENSE ON PERSON	1
	OPERATING-LIC.SUSPENDED,REVOKED,DENIED	8
	TRESPASS	1
	WEAPONS-FIREARMS-BRANDISHING IN PUBLIC	1
Colfax Township		48

CHARGES AUTHORIZED BY LOCATION REPORT

Adult 3.0

Benzie County

Charge Screening Date from 01/01/2018 to 12/31/2018

RunDate: 01/11/2019

LOCATION: CRYSTAL LAKE TWNShP

CLASS	CHARGE	TOTAL
FELONY	FALSE REPORT OR THREAT OF TERRORISM	1
	POLICE OFFICER-ASSAULT/RESIST/OBSTRUCT	2
	PUBLIC OFFICER - ASSAULTING OR OBSTRUCT	1
MISDEMEANOR	ALCOHOL-OPEN CONTAINER IN VEHICLE	1
	ASSAULT OR ASSAULT AND BATTERY	1
	CONT. SUB-POSS. OF MARIHUANA/SYN. EQUAL.	2
	DISORDERLY PERSON-DRUNK	1
	DOMESTIC VIOLENCE	3
	FAILURE TO REPORT ACCIDENT	1
	HFLP - USING ANOTHER'S LICENSE	1
	MOTOR VEHICLE-OPERATE WO/SECURITY	1
	OPERATING - IMPAIRED	3
	OPERATING - ORV - UNREASONABLE SPEED	1
	OPERATING WHILE INTOXICATED	5
	OPERATING WITH A HIGH BAC	4
	OPERATING WITHOUT LICENSE ON PERSON	4
	OPERATING-LIC.SUSPENDED,REVOKED,DENIED	3
	ORV-OPERATING-LICENSE SUSPENDED/REVOKE	1
Crystal Lake Twnshp		36

CHARGES AUTHORIZED BY LOCATION REPORT

Adult 3.0

Benzie County

Charge Screening Date from 01/01/2018 to 12/31/2018

RunDate: 01/11/2019

LOCATION: GILMORE TOWNSHIP

CLASS	CHARGE	TOTAL
FELONY	CHILD SEXUALLY ABUSIVE MATER. - POSSESS	1
	COMP.-USE TO DO CRIME-MAX 4OR ><10 YRS	1
	CS-POSSESSION OF METHAMPHETAMINE/ECSTAS	1
	CSC-3RD DEGREE (PERSON 13-15)	2
OTHER	CSC-FOURTH DEGREE-VICTIM 13-15	1
MISDEMEANOR	ASSAULT OR ASSAULT AND BATTERY	2
	B&E-ILLEGAL ENTRY	1
	CONT. SUB. USE-METHAMPHETAMINE	1
	DISTURBING THE PEACE	2
	FAILURE TO STOP AFTER COLLISION	1
	OP.-W/PRESENCE OF A CONTROLLED SUBSTANC	1
	OPERATING - IMPAIRED	1
	OPERATING WHILE INTOXICATED	1
	OPERATING WITHOUT LICENSE ON PERSON	1
	OPERATING-LIC.SUSPENDED,REVOKED,DENIED	2
	RECKLESS DRIVING	1
Gilmore Township		20

CHARGES AUTHORIZED BY LOCATION REPORT

Adult 3.0

Benzie County

Charge Screening Date from 01/01/2018 to 12/31/2018

RunDate: 01/11/2019

LOCATION: HOMESTEAD TOWNSHIP

CLASS	CHARGE	TOTAL
FELONY	ASSAULT W/DANGEROUS WEAPON	1
	ASSAULT/BOD HARM LESS MURDER OR STRANG	2
	B&E - A BUILDING WITH INTENT	2
	BURGLAR'S TOOLS - POSSESSION	2
	CONT. SUB. - POSSESS LESS THAN 25 GRAMS	1
	CS-DELIVER/MFG-METHAMPHETAMINE	2
	CS-POSSESSION OF METHAMPHETAMINE/ECSTAS	1
	EPHEDR/PSEUDOEPHEDR-PURCH/POSS MAKE ME	3
	FIN. TRANS. DEV. - POSSESSION	1
	FIN. TRANS. DEV.-STEAL/RETAIN WO/CONSENT	2
	LARCENY IN A BUILDING	3
	LARCENY-\$1000.00 OR MORE BUT < \$20,000	4
	LICENSE DOCUMENTS/PLATES - FORGERY	1
	OP. - WHILE INTOXICATED - OCCUPANT <16	2
	OPERATING WHILE INTOXICATED	2
	POLICE OFFICER-ASSAULT/RESIST/OBSTRUCT	8
	POLICE OFFICER-FLEE-4TH DEGREE-VEH. CODE	1
	ST. PROP.-REC.&CON. \$1000 OR>BUT<20,000	1
OTHER	CS-MAINTAINING A DRUG HOUSE	3
MISDEMEANOR	ALCOHOL-OPEN CONTAINER IN VEHICLE	1
	ASSAULT - AGGRAVATED	2
	ASSAULT OR ASSAULT AND BATTERY	1
	B&E-A VEHICLE TO STEAL PROPERTY <\$200.00	1
	CONT. SUB-POSS. OF MARIHUANA/SYN. EQUAL.	4
	CONT. SUB-USE MARIH/SYN MARI/SPICE/SALV	2
	DISORDERLY PERSON	1
	DISORDERLY PERSON-DRUNK	4
	DISTURBING THE PEACE	1
	DOMESTIC VIOLENCE	4
	FAILURE TO REPORT ACCIDENT	1
	INDECENT EXPOSURE	1
	LARCENY BY CONVERSION-\$200 OR >< \$1000	1
	LIC. PLATE/REG./TITLE-UNLAWFUL USE	2
	MDOPP - \$200 OR MORE BUT LESS THAN \$1000	1
	MOTOR VEHICLE-OPERATE WO/SECURITY	8
	MV-ALLOW A SUSPENDED PERSON TO OPERATE	1
	OP. - WHILE INTOXICATED - OCCUPANT <16	2
	OPERATE-UNREGISTERED VEHICLE	3
	OPERATING - IMPAIRED	8
	OPERATING WHILE INTOXICATED	15
	OPERATING WITH A HIGH BAC	7
	OPERATING WITHOUT LICENSE ON PERSON	3
	OPERATING-LIC.SUSPENDED,REVOKED,DENIED	11
	ST.PROP.-REC.&CONCEAL.-\$200 OR>BUT<\$1000	1

CHARGES AUTHORIZED BY LOCATION REPORT

Adult 3.0

Benzie County

Charge Screening Date from 01/01/2018 to 12/31/2018

RunDate: 01/11/2019

LOCATION: HOMESTEAD TOWNSHIP

CLASS	CHARGE	TOTAL
Homestead Township		128

CHARGES AUTHORIZED BY LOCATION REPORT

Adult 3.0

Benzie County

Charge Screening Date from 01/01/2018 to 12/31/2018

RunDate: 01/11/2019

LOCATION: INLAND TOWNSHIP

CLASS	CHARGE	TOTAL
FELONY	ASSAULT W/DANGEROUS WEAPON	1
	CONT. SUB-DELIVER/MFG LESS THAN 50 GR	1
	CONT. SUB-POSSESS/ANALOGUES	1
	CONT. SUB. - POSSESS LESS THAN 25 GRAMS	3
	CS-POSSESSION OF METHAMPHETAMINE/ECSTAS	1
	CSC-2ND (PERSON < 13, DEFN 17 OR >	3
	HOME INVASION - 1ST DEGREE	1
	MOTOR VEHICLE-UNLAWFUL DRIVING AWAY	1
	PEACE OFFICER - DISARMING FIREARM	1
	POLICE OFFICER-ASSAULT/RESIST/OBSTRUCT	4
	TAMPER WITH ELEC. MONITOR. DEVICE	1
OTHER	MOTOR VEHICLE-UNLAWFUL USE-2YR MISDEM	1
MISDEMEANOR	ALCOHOL-OPEN CONTAINER IN VEHICLE	1
	ANIMALS-ABANDONING/CRUELTY TO ONE ANI	1
	ASSAULT OR ASSAULT AND BATTERY	1
	B&E-ILLEGAL ENTRY	1
	CONT. SUB-POSS. OF MARIHUANA/SYN. EQUAL.	6
	CONT. SUB-USE MARIH/SYN MARI/SPICE/SALV	2
	CONTROLLED SUBSTANCE - USE	1
	DOMESTIC VIOLENCE	2
	DOMESTIC VIOLENCE - AGGRAVATED	1
	LIC. PLATE/REG./TITLE-UNLAWFUL USE	3
	MOTOR VEHICLE-OPERATE WO/SECURITY	5
	OPERATE-UNREGISTERED VEHICLE	3
	OPERATING - IMPAIRED	4
	OPERATING WHILE INTOXICATED	5
	OPERATING WITHOUT LICENSE ON PERSON	7
	OPERATING-LIC.SUSPENDED,REVOKED,DENIED	12
	TRESPASS	1
Inland Township		75

CHARGES AUTHORIZED BY LOCATION REPORT

Adult 3.0

Benzie County

Charge Screening Date from 01/01/2018 to 12/31/2018

RunDate: 01/11/2019

LOCATION: JOYFIELD TOWNSHIP

CLASS	CHARGE	TOTAL
FELONY	OPERATING WHILE INTOXICATED	1
MISDEMEANOR	ALCOHOL-OPEN CONTAINER IN VEHICLE	2
	ASSAULT OR ASSAULT AND BATTERY	1
	CHILD ABUSE - 4TH DEGREE	1
	CONT. SUB-POSS. OF MARIHUANA/SYN. EQUAL.	4
	CONT. SUB-USE MARIH/SYN MARI/SPICE/SALV	1
	MOTOR VEHICLE-OPERATE WO/SECURITY	1
	OPERATING - IMPAIRED	4
	OPERATING WHILE INTOXICATED	6
	OPERATING WITH A HIGH BAC	2
	OPERATING WITHOUT LICENSE ON PERSON	2
	OPERATING-LIC.SUSPENDED,REVOKED,DENIED	4
	OPERATING-LICENSE-FORGE/ALTER/FALSE ID	1
	PUBLIC HEALTH CODE-GENERAL VIOLATIONS	1
Joyfield Township		31

CHARGES AUTHORIZED BY LOCATION REPORT

Adult 3.0

Benzie County

Charge Screening Date from 01/01/2018 to 12/31/2018

RunDate: 01/11/2019

LOCATION: LAKE TOWNSHIP

CLASS	CHARGE	TOTAL
MISDEMEANOR	CONT. SUB-POSS. OF MARIHUANA/SYN. EQUAL.	1
	DOMESTIC VIOLENCE	1
	MDOPP - \$200 OR MORE BUT LESS THAN \$1000	1
	OP.-W/PRESENCE OF A CONTROLLED SUBSTANC	1
	OPERATING WHILE INTOXICATED	2
	OPERATING-LIC.SUSPENDED,REVOKED,DENIED	1
Lake Township		7

CHARGES AUTHORIZED BY LOCATION REPORT

Adult 3.0

Benzie County

Charge Screening Date from 01/01/2018 to 12/31/2018

RunDate: 01/11/2019

LOCATION: PLATTE TOWNSHIP

CLASS	CHARGE	TOTAL
FELONY	DESERTION/ABANDONMENT/NON-SUPPORT	1
	INTERFERE WITH ELECTRONIC COMMUNICATION	1
	POLICE OFFICER-ASSAULT/RESIST/OBSTRUCT	1
MISDEMEANOR	CHILD ABUSE - 4TH DEGREE	1
	DOMESTIC VIOLENCE	2
	OPERATING - IMPAIRED	2
	OPERATING WHILE INTOXICATED	1
	OPERATING WITH A HIGH BAC	1
	RECKLESS DRIVING	1
	WILD CONS PART- POSS BOW/CRBOW IN A VEH.	1
Platte Township		12

CHARGES AUTHORIZED BY LOCATION REPORT

Adult 3.0

County

Charge Screening Date from 01/01/2018 to 12/31/2018

RunDate: 01/11/2019

LOCATION: SOLON TOWNSHIP

CLASS	CHARGE	TOTAL
MISDEMEANOR	OPERATING WHILE INTOXICATED	1
Solon Township		1

CHARGES AUTHORIZED BY LOCATION REPORT

Adult 3.0

County

Charge Screening Date from 01/01/2018 to 12/31/2018

RunDate: 01/11/2019

LOCATION: TRAVERSE CITY

CLASS	CHARGE	TOTAL
MISDEMEANOR	RETAIL FRAUD - SECOND DEGREE	1
Traverse City		1

CHARGES AUTHORIZED BY LOCATION REPORT

Adult 3.0

Benzie County

Charge Screening Date from 01/01/2018 to 12/31/2018

RunDate: 01/11/2019

LOCATION: VIL OF THOMPSONVILLE

CLASS	CHARGE	TOTAL
FELONY	ACCESSORY AFTER THE FACT TO A FELONY	1
	CONT. SUB. - DEL/MFG MARIJ/SYN EQUIV	2
	CSC-1ST DEGREE (RELATIONSHIP)	2
	CSC-2ND (PERSON < 13, DEFN 17 OR >	2
	CSC-2ND DEGREE (RELATIONSHIP)	5
	CSC-3RD DEGREE (PERSON 13-15)	1
	OPERATING WHILE INTOXICATED	2
	POLICE OFFICER-ASSAULT/RESIST/OBSTRUCT	2
	WEAPONS-FIREARMS-RECEIVING & CONCEALIN	1
OTHER	CS-MAINTAINING A DRUG HOUSE	1
	LYING TO PEACE OFC-4 YR OR MORE CRM INVE	1
MISDEMEANOR	AIDING AND ABETTING	2
	ALCOHOL-OPEN CONTAINER IN VEHICLE	2
	ASSAULT - AGGRAVATED	1
	ASSAULT OR ASSAULT AND BATTERY	1
	CONT. SUB-POSS. OF MARIHUANA/SYN. EQUAL.	1
	CONT. SUB-USE MARIH/SYN MARI/SPICE/SALV	1
	DISORDERLY PERSON-COMMON PROSTITUTE	1
	DISORDERLY PERSON-DRUNK	1
	DOMESTIC VIOLENCE	3
	MOTOR VEHICLE-OPERATE WO/SECURITY	4
	MV-ALLOW A SUSPENDED PERSON TO OPERATE	1
	OP. - WHILE INTOXICATED - OCCUPANT <16	1
	OPERATING - IMPAIRED	3
	OPERATING WHILE INTOXICATED	4
	OPERATING WITH A HIGH BAC	3
	OPERATING WITHOUT LICENSE ON PERSON	3
	OPERATING-LIC.SUSPENDED,REVOKED,DENIED	11
	OPERATING-NO LICENSE FOR 3 YRS. 1ST OFF.	1
	PROSTITUTION/ENGAGING SERVICES OF	2
Vil of Thompsonville		66

CHARGES AUTHORIZED BY LOCATION REPORT

Adult 3.0

Benzie County

Charge Screening Date from 01/01/2018 to 12/31/2018

RunDate: 01/11/2019

LOCATION: VILLAGE OF BENZONIA

CLASS	CHARGE	TOTAL
FELONY	POLICE OFFICER-ASSAULT/RESIST/OBSTRUCT	1
MISDEMEANOR	DISORDERLY PERSON-DRUNK	1
	OPERATING WITHOUT LICENSE ON PERSON	1
	OPERATING-LIC.SUSPENDED,REVOKED,DENIED	1
Village of Benzonia		4

CHARGES AUTHORIZED BY LOCATION REPORT

Adult 3.0

Benzie County

Charge Screening Date from 01/01/2018 to 12/31/2018

RunDate: 01/11/2019

LOCATION: VILLAGE OF BEULAH

CLASS	CHARGE	TOTAL
FELONY	CONT. SUB-POSSESS/ANALOGUES	2
	CONT. SUB. - POSSESS LESS THAN 25 GRAMS	1
	CS-DELIVER/MFG (1,2,3 EXCEPT M,M,E,C)	1
	CSC-1ST (PERSON < 13, DEFN 17 OR >	2
	CSC-2ND (PERSON < 13, DEFN 17 OR >	1
	JAILS-PRISONER POSSESSING CONTRABAND	2
	OPERATING WITH A HIGH BAC	1
	SEX OFFENDERS-FAIL TO COMPLY W/REG. ACT	1
	UTTERING & PUBLISHING	5
OTHER	AGGRAVATED INDECENT EXPOSURE	1
MISDEMEANOR	ALCOHOL-OPEN CONTAINER IN VEHICLE	1
	CONTROLLED SUBSTANCE - USE	1
	DISTURBING THE PEACE	1
	LARCENY-\$200.00 OR MORE BUT <\$1,000.00	1
	MV-ALLOW A SUSPENDED PERSON TO OPERATE	1
	OP.-W/PRESENCE OF A CONTROLLED SUBSTANC	1
	OPERATING WHILE INTOXICATED	1
	OPERATING WITH A HIGH BAC	1
	OPERATING-LIC.SUSPENDED,REVOKED,DENIED	1
	SEX OFFENDER FAIL PAY REGISTRATION FEE	1
Village of Beulah		27

CHARGES AUTHORIZED BY LOCATION REPORT

Adult 3.0

Benzie County

Charge Screening Date from 01/01/2018 to 12/31/2018

RunDate: 01/11/2019

LOCATION: VILLAGE OF ELBERTA

CLASS	CHARGE	TOTAL
FELONY	ASSAULT WITH INTENT TO MURDER	1
	FIN. TRANS. DEV.-STEAL/RETAIN WO/CONSENT	1
	LARCENY IN A BUILDING	1
	LYING TO PEACE OFC-VIOLENT CRIME INVES.	1
	STALKING - AGGRAVATED	1
	WEAP-FRARM-DIS IN/AT BLD CAUSE SER IMPAI	1
	WPN-USE/DISCHAR. UNDER INFLUE. SER IMPAI	1
MISDEMEANOR	ASSAULT - AGGRAVATED	2
	B&E-ILLEGAL ENTRY	1
	DISORDERLY PERSON-DRUNK	1
	FAILURE TO REPORT ACCIDENT TO FIXTURES	1
	INTERFERING WITH A POLICE INVESTIGATION	1
	LARCENY-\$200.00 OR MORE BUT <\$1,000.00	1
	MOTOR VEHICLE-OPERATE WO/SECURITY	1
	OPERATING WHILE INTOXICATED	1
	OPERATING-LIC.SUSPENDED,REVOKED,DENIED	1
Village of Elberta		17

CHARGES AUTHORIZED BY LOCATION REPORT

Adult 3.0

Benzie County

Charge Screening Date from 01/01/2018 to 12/31/2018

RunDate: 01/11/2019

LOCATION: VILLAGE OF HONOR

CLASS	CHARGE	TOTAL
	OPERATING-LIC.SUSPENDED,REVOKED,DENIED	1
FELONY	ASSAULT W/DANGEROUS WEAPON	1
	ASSAULT/BOD HARM LESS MURDER OR STRANG	2
	CONT. SUB-DELIVER/MFG LESS THAN 50 GR	4
	CONT. SUB. - POSSESS LESS THAN 25 GRAMS	1
	CSC 1ST DEGREE (MULTIPLE VARIABLES)	1
	CSC-ASSAULT W/INTENT OF SEX. PEN.	1
	INTERFERE WITH ELECTRONIC COMMUNICATIO	2
	LARCENY-\$1000.00 OR MORE BUT < \$20,000	1
	POLICE OFFICER-ASSAULT/RESIST/OBSTRUCT	2
	POLICE OFFICER-FLEE-3RD DEGREE-VEH. CODE	1
	UNLAWFUL IMPRISONMENT	1
OTHER	CS-MAINTAINING A DRUG HOUSE	1
	CSC-4TH DEGREE (FORCE OR COERCION)	1
MISDEMEANOR	ALCOHOL-OPEN CONTAINER IN VEHICLE	1
	ASSAULT OR ASSAULT AND BATTERY	1
	CONT. SUB-POSS. OF MARIHUANA/SYN. EQUAL.	1
	CONT. SUB-USE MARIH/SYN MARI/SPICE/SALV	2
	DOMESTIC VIOLENCE	3
	FAILURE TO STOP AFTER COLLISION	1
	LARCENY - LESS THAN \$200.00	1
	MV-ALLOW A SUSPENDED PERSON TO OPERATE	1
	OP.-W/PRESENCE OF A CONTROLLED SUBSTANC	1
	OPERATING - IMPAIRED	2
	OPERATING WHILE INTOXICATED	3
	OPERATING-LIC.SUSPENDED,REVOKED,DENIED	2
Village of Honor		39

CHARGES AUTHORIZED BY LOCATION REPORT

Adult 3.0

Benzie County

Charge Screening Date from 01/01/2018 to 12/31/2018

RunDate: 01/11/2019

LOCATION: VILLAGE OF LAKE ANN

CLASS	CHARGE	TOTAL
FELONY	NO ACCOUNT CHECK	1
MISDEMEANOR	LIC. PLATE/REG./TITLE-UNLAWFUL USE	1
	MOTOR VEHICLE-FAILURE TO TRANSFER TITLE	1
	MOTOR VEHICLE-OPERATE WO/SECURITY	2
	OPERATING-LIC.SUSPENDED,REVOKED,DENIED	1
Village of Lake Ann		6

CHARGES AUTHORIZED BY LOCATION REPORT

Adult 3.0

Benzie County

Charge Screening Date from 01/01/2018 to 12/31/2018

RunDate: 01/11/2019

LOCATION: WELDON TOWNSHIP

CLASS	CHARGE	TOTAL
FELONY	ASSAULT/BOD HARM LESS MURDER OR STRANG	1
	B&E-A VEHICLE STEAL PROP.>\$999<\$20000	1
	CHILD ABUSE - 2ND DEGREE	1
	CONT. SUB-POSSESS/ANALOGUES	2
	CONT. SUB. - DEL/MFG MARIJ/SYN EQUIV	1
	CONT. SUB. - POSSESS LESS THAN 25 GRAMS	1
	CSC 2ND DEGREE (MULTIPLE VARIABLES)	2
	CSC-2ND DEGREE (RELATIONSHIP)	3
	CSC-3RD DEGREE (FORCE OR COERCION)	1
	MD-TRE,SHRB,CROP,GRS,TRF,SOL->999<20000	1
	NO ACCOUNT CHECK	2
	WEAPON-MISCELLANEOUS	1
	WEAPONS - CARRYING CONCEALED	1
OTHER	CSC 4TH DEGREE (MULTIPLE VARIABLES)	1
	CSC-4TH DEGREE (FORCE OR COERCION)	2
MISDEMEANOR	ALC.-PUR./CON./POSS. BY MINOR - 3RD OFF	1
	ASSAULT OR ASSAULT AND BATTERY	1
	CHECK-NON-SUFFICIENT FUNDS < \$100.00	1
	CONT. SUB-POSS. OF MARIHUANA/SYN. EQUAL.	8
	CONT. SUB-USE MARIH/SYN MARI/SPICE/SALV	3
	DISORDERLY PERSON	1
	DISTURBING THE PEACE	1
	DOMESTIC VIOLENCE	1
	LARCENY-\$200.00 OR MORE BUT <\$1,000.00	1
	LIC. PLATE/REG./TITLE-UNLAWFUL USE	1
	MDOPP-LESS THAN \$200.00	1
	MOTOR VEHICLE-OPERATE WO/SECURITY	2
	OPERATE-UNREGISTERED VEHICLE	1
	OPERATING - IMPAIRED	6
	OPERATING WHILE INTOXICATED	6
	OPERATING WITH A HIGH BAC	4
	OPERATING WITHOUT LICENSE ON PERSON	3
	OPERATING-LIC.SUSPENDED,REVOKED,DENIED	5
	RECKLESS DRIVING	1
	ST.PROP.-REC.&CONCEAL.-\$200 OR>BUT<\$1000	1
	TRESPASS	1
	VIOLATION OF LICENSE RESTRICTIONS	1
	WEAPONS-FIREARMS-BRANDISHING IN PUBLIC	1
Weldon Township		73

CHARGES AUTHORIZED BY LOCATION REPORT

Adult 3.0

Benzie County

Charge Screening Date from 01/01/2018 to 12/31/2018

RunDate: 01/11/2019

NO LOCATION ENTERED

CLASS	CHARGE	TOTAL
FELONY	ASSAULT W/DANGEROUS WEAPON	3
	ASSAULT WITH INTENT TO MAIM	1
	ASSAULT/BOD HARM LESS MURDER OR STRANG	2
	CONT. SUB-DELIVER/MFG LESS THAN 50 GR	4
	CONT. SUB-POSSESS/ANALOGUES	2
	CONT. SUB. - POSSESS LESS THAN 25 GRAMS	2
	CS-DELIVER/MFG-METHAMPHETAMINE	5
	CS-POSSESSION OF METHAMPHETAMINE/ECSTAS	3
	POLICE OFFICER-ASSAULT/RESIST/OBSTRUCT	1
	TAMPER WITH ELEC. MONITOR. DEVICE	2
OTHER	CS-MAINTAINING A DRUG HOUSE	3
MISDEMEANOR	ALCOHOL-OPEN CONTAINER IN VEHICLE	1
	ASSAULT OR ASSAULT AND BATTERY	1
	CONT. SUB-POSS. OF MARIHUANA/SYN. EQUAL.	1
	CONTROLLED SUBSTANCE - USE	1
	CS - POSSESSION (SCH. 5, LSD, ETC.)	2
	DISTURBING THE PEACE	1
	DOMESTIC VIOLENCE	1
	FIREARM-POSSESSION UNDER INFLUENCE	1
	OPERATING-LIC.SUSPENDED,REVOKED,DENIED	1
	RECKLESS USE OF FIREARMS	1
		0

Report Criteria: Cases that have an Authorized charge, the charge screen date is within the input date range and do not have a Case Disposition or Charge Disposition that is equal to ["DEPA", "INVRE"].

Commissioner Report

County Administrator's Report



Memo To: Board of Commission
From: Mitchell D. Deisch, Administrator
Date: January 16, 2019
Subject: Administrator Update 1/22/19 BOC Meeting

1. **Interlocal Agreement with Manistee County** - I have been working with the County Attorney to draft a interlocal agreement with Manistee County as it relates to operating the Regional Public Defenders Office. A draft agreement was received on Tuesday January 15, 2018 and has been reviewed by both the Manistee County Controller/Administrator and myself. Minor changes are being made to the interlocal agreement. This agreement should be ready for adoption by both Manistee County and Benzie County at their first meetings in February 2019.
2. **Space Needs Assessment** – Interviews were held on Wednesday January 9, 2019 with Byce and Associates and Progressive AE. Commissioner Roelofs and Sauer were involved in the interview process. Yesterday I received a draft space needs assessment agreement from County Attorney Tim Figura. Currently the interview committee is leaning toward making a recommendation to the full BOC to engage Byce and Associates to complete a space needs assessment for only the Benzie County Government Center. These discussions and space needs assessment should be ready for BOC consideration at their February 12, 2019 meeting.
3. **Employee Total Cost (salary & benefits) Informational Sheet** – Deputy County Administrator Maridee Cutler is working to prepare an employee total cost (salary and benefits) information sheet that will be provided to every Benzie County employee, that will be included with the employee W-2. This informational sheet will provide information on the total compensation for each employee (salary, health insurance, Life Insurance, FICA, Social Security, Workers Compensation, clothing allowance, etc.).
4. **Michigan Indigent Defense Update** – Advertisements in both the Benzie County Record Patriot and Manistee News Advocate have been running for the Regional Public Defender's position. Several applications have started to come in. Last Friday January 11, 2019 I meet with representatives from Manistee County to set forth the process for interviewing the applicants. The interview committee will consist of both County Administrators, HR representatives, BOC representatives from both Benzie and Manistee County and subject matter experts. We are reaching out to a retired Circuit Court judge and an attorney from Muskegon County who is knowledgeable with public defender's office to serve as subject matter experts during the interview process. Commission Coury Carland will be serving as the Benzie County BOC representative. Interviews will start in early February 2019.

RECEIVED

JAN 16 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

5. **Financial Forecast Update** – Please see an update on the Financial Forecast report. This report is taking longer than originally anticipated, however the additional time is necessary to ensure that the document received will provide meaningful and useful information to help make long term decisions.
6. **Michigan Municipal Executives Winter Conference** – I am planning on attending the Michigan Municipal Executives winter conference in Battle Creek February 5-8, 2019.
7. **Regional Public Defenders Office** – With the need to provide office space for the newly created Regional Public Defender's office several changes in office locations will need to be made to accommodate the new RPDO office. To this end, MSU Extension will be moving from the Government Center lower level room 128 to room 118. Currently also located in the room 118 is Michigan Works that occupies the former Veteran Affairs office. MI Works will be relocating to room 126, which was formerly jointly used by both MSU Extension and the Planning Commission. MSU Extension will be vacating room 126 and the Planning Commission files will be relocated temporarily to another location, thus freeing up room 126 for Michigan Works.

Mitch Deisch

From: johnk@municipalanalytics.com
Sent: Wednesday, January 16, 2019 2:26 PM
To: Mitch Deisch
Subject: project update

Mitch,

I wanted to give you a quick update on the status of the financial analysis project. We are working on drafting finding, recommendations, policies and a financial forecast. The financial analysis is currently delayed due to inconsistencies in the data uploaded to 5Cast. We are working to correct the data before completing the analysis. Any forecast built on inaccurate historical data will be meaningless. I anticipate the data will be corrected soon.

We should have a draft report to the County in early February, after which time we can schedule a meeting with the ad hoc committee.

John Kaczor
Municipal Analytics
734-277-4454
johnk@municipalanalytics.com

FINANCE REPORT

BILLS TO BE APPROVED January 22, 2019

Motion to approve Vouchers in the amount of:

\$	103,174.35	General Fund (101)
\$	18,723.03	Jail Fund (213)
\$	18,925.63	Ambulance Fund & ALS (214)
\$	20,784.73	Funds 105-238
\$	8,622.22	ACO Fund (247)
\$	91,061.23	Building (249)
\$	1,435.74	Dispatch 911 Fund (261)
\$	110,725.01	Funds 239-292
\$	21,836.11	Funds 293-640
\$	183,995.74	701 Fund
\$	-	Trust and Agency Funds & MSU Trust and Agency Fund (702-771)
<u>\$</u>	<u>579,283.79</u>	

RECEIVED

JAN 18 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 101 BOARD OF COMMISSIONERS							
101-101-727.00	OFFICE SUPPLIES	OLNEY, DAWN	CREAMER FOR BOC	12/29/2018	01/10/19	8.72	68451
101-101-860.00	TRAVEL	GRINER, ROGER	MILEAGE FOR DECEMBER 2018	MILEAGE	01/10/19	353.16	68407
101-101-860.00	TRAVEL	JEANNOT, ART	DECEMBER MILEAGE	MILEAGE	01/10/19	18.53	68420
101-101-860.00	TRAVEL	MONEY, TERRY	MILEAGE FOR DECEMBER 2018	MILEAGE	01/10/19	13.08	68440
101-101-860.00	TRAVEL	SAUER, GARY	DECEMBER MILEAGE	MILEAGE	01/10/19	98.65	68463
101-101-860.00	TRAVEL	CARLAND, CUSTER C.	MILEAGE 12/06/18 - 12/18/18	MILEAGE	01/17/19	75.76	68521
101-101-860.00	TRAVEL	CARLAND, CUSTER C.	MILEAGE 01/10/19 - 01/14/19	MILEAGE	01/17/19	12.76	68521
101-101-900.00	PRINTING & PUBLISHING	PIONEER GROUP	BOC MEETING	43100200	01/10/19	61.03	68456
Total For Dept 101 BOARD OF COMMISSIONERS						641.69	
Dept 131 CIRCUIT COURT							
101-131-805.00	COURT APPOINTED ATTORNEY	SPILLAN, JOHN	COURT APPT ATTORNEY	ATTORNEY FEES	01/10/19	100.00	68469
101-131-805.00	COURT APPOINTED ATTORNEY	SPILLAN, JOHN	DECEMBER MILEAGE	MILEAGE	01/10/19	111.18	68469
101-131-807.00	JURY FEES	AMANDA VANPOORTFLIET	PER DIEM \$15; MILEAGE \$5.80	JURY DUTY	01/17/19	20.80	68505
101-131-807.00	JURY FEES	ANDREW DARNELL	PER DIEM \$15; MILEAGE \$15.08	JURY DUTY	01/17/19	30.08	68506
101-131-807.00	JURY FEES	ANDREW MCDANIEL	PER DIEM \$15; MILEAGE \$5.80	JURY DUTY	01/17/19	20.80	68507
101-131-807.00	JURY FEES	ANDREW SAYLOR	PER DIEM \$15; MILEAGE \$11.60	JURY DUTY	01/17/19	26.60	68508
101-131-807.00	JURY FEES	ASA KELLY	PER DIEM \$15; MILEAGE \$2.32	JURY DUTY	01/17/19	17.32	68511
101-131-807.00	JURY FEES	BRENDA WEBBER	PER DIEM \$15; MILEAGE \$8.12	JURY DUTY	01/17/19	23.12	68518
101-131-807.00	JURY FEES	BRIAN NOWAK	PER DIEM \$15; MILEAGE \$3.48	JURY DUTY	01/17/19	18.48	68519
101-131-807.00	JURY FEES	CAROL SNYDER	PER DIEM \$15; MILEAGE \$17.40	JURY DUTY	01/17/19	32.40	68522
101-131-807.00	JURY FEES	DALE SCHOPTERAY	PER DIEM \$75.00; MILEAGE \$46.40	JURY DUTY	01/17/19	121.40	68531
101-131-807.00	JURY FEES	DANIEL INMAN	PER DIEM \$15; MILEAGE \$13.92	JURY DUTY	01/17/19	28.92	68532
101-131-807.00	JURY FEES	DAVID HUFT	PER DIEM \$15; MILEAGE \$3.48	JURY DUTY	01/17/19	18.48	68533
101-131-807.00	JURY FEES	DAVID ROMMELL	PER DIEM \$15; MILEAGE \$5.80	JURY DUTY	01/17/19	20.80	68534
101-131-807.00	JURY FEES	DAVID WESTOVER	PER DIEM \$75 MILEAGE \$44.08	JURY DUTY	01/17/19	119.08	68535
101-131-807.00	JURY FEES	DEVIN MIDDAUGH	PER DIEM \$15; MILEAGE \$23.20	JURY DUTY	01/17/19	38.20	68537
101-131-807.00	JURY FEES	DIANE PARGEON	PER DIEM \$15; MILEAGE \$3.48	JURY DUTY	01/17/19	18.48	68539
101-131-807.00	JURY FEES	DONALD DIXON	PER DIEM \$75; MILEAGE \$32.48	JURY DUTY	01/17/19	107.48	68540
101-131-807.00	JURY FEES	DOUGLAS COOK	PER DIEM \$15; MILEAGE \$10.44	JURY DUTY	01/17/19	25.44	68541
101-131-807.00	JURY FEES	ELIZABETH MILLER	PER DIEM \$15; MILEAGE \$20.88	JURY DUTY	01/17/19	35.88	68542
101-131-807.00	JURY FEES	GARY HOWELL	PER DIEM \$15; MILEAGE \$9.28	JURY DUTY	01/17/19	24.28	68547
101-131-807.00	JURY FEES	GERALD WEST	PER DIEM \$75; MILEAGE \$46.40	JURY DUTY	01/17/19	121.40	68549
101-131-807.00	JURY FEES	GINA DIAS	PER DIEM \$15; MILEAGE \$8.12	JURY DUTY	01/17/19	23.12	68551
101-131-807.00	JURY FEES	GRACE BLOOD	PER DIEM \$15; MILEAGE \$5.80	JURY DUTY	01/17/19	20.80	68553
101-131-807.00	JURY FEES	GREGORY LONG	PER DIEM \$15; MILEAGE \$5.80	JURY DUTY	01/17/19	20.80	68555
101-131-807.00	JURY FEES	HAILY FAPES	PER DIEM \$75; MILEAGE \$44.08	JURY DUTY	01/17/19	119.08	68558
101-131-807.00	JURY FEES	JACOB GILBERT	PER DIEM \$15; MILEAGE \$9.28	JURY DUTY	01/17/19	24.28	68564
101-131-807.00	JURY FEES	JACQUELINE RICHMOND	PER DIEM \$75; MILEAGE \$16.24	JURY DUTY	01/17/19	91.24	68566
101-131-807.00	JURY FEES	JEFFREY CYPERT	PER DIEM \$15; MILEAGE \$10.44	JURY DUTY	01/17/19	25.44	68567
101-131-807.00	JURY FEES	JILL MEREDITH	PER DIEM \$15; MILEAGE \$17.40	JURY DUTY	01/17/19	32.40	68568
101-131-807.00	JURY FEES	JO WOHLFERT	PER DIEM \$15; MILEAGE \$23.20	JURY DUTY	01/17/19	38.20	68569
101-131-807.00	JURY FEES	JOHN TRUCHAN	PER DIEM \$75; MILEAGE \$23.20	JURY DUTY	01/17/19	38.20	68570
101-131-807.00	JURY FEES	JUDY DEYOUNG	PER DIEM \$15; MILEAGE \$8.12	JURY DUTY	01/17/19	23.12	68573
101-131-807.00	JURY FEES	KARL LUEDTKE	PER DIEM \$15; MILEAGE \$9.28	JURY DUTY	01/17/19	24.28	68574
101-131-807.00	JURY FEES	KATHERINE AMES	PER DIEM \$15; MILEAGE \$5.80	JURY DUTY	01/17/19	20.80	68575
101-131-807.00	JURY FEES	KAYHLEEN NAYMICK	PER DIEM \$75; MILEAGE \$4.80	JURY DUTY	01/17/19	109.80	68576
101-131-807.00	JURY FEES	KIM THERRIEN	PER DIEM \$75.00 MILEAGE \$39.44	JURY DUTY	01/17/19	114.44	68580
101-131-807.00	JURY FEES	KRISTA OGRADY	PER DIEM \$15; MILEAGE \$10.44	JURY DUTY	01/17/19	25.44	68582
101-131-807.00	JURY FEES	LANA KNIGHT	PER DIEM \$15; MILEAGE \$5.80	JURY DUTY	01/17/19	20.80	68583
101-131-807.00	JURY FEES	LARA BISHOP	PER DIEM \$15; MILEAGE \$ 2.32	JURY DUTY	01/17/19	17.32	68584
101-131-807.00	JURY FEES	LORI CAUDILL	PER DIEM \$15; MILEAGE\$ 23.20	JURY DUTY	01/17/19	38.20	68587
101-131-807.00	JURY FEES	MARY BISHOP	PER DIEM \$75; MILEAGE \$16.24	JURY DUTY	01/17/19	91.24	68591

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 131 CIRCUIT COURT							
101-131-807.00	JURY FEES	MICHAEL ANDERSON	PER DIEM \$15; MILEAGE \$17.40	JURY DUTY	01/17/19	32.40	68595
101-131-807.00	JURY FEES	MICHAEL PRINGLE	PER DIEM \$15; MILEAGE \$9.28	JURY DUTY	01/17/19	24.28	68596
101-131-807.00	JURY FEES	NANCY JUDE	PER DIEM \$15; MILEAGE \$8.12	JURY DUTY	01/17/19	23.12	68599
101-131-807.00	JURY FEES	NICHOLAS GRZESIK	PER DIEM \$15; MILEAGE \$17.40	JURY DUTY	01/17/19	32.40	68600
101-131-807.00	JURY FEES	OLA REED	PER DIEM \$15; MILEAGE \$8.12	JURY DUTY	01/17/19	23.12	68602
101-131-807.00	JURY FEES	OWEN STRATTON	PER DIEM \$15; MILEAGE \$3.48	JURY DUTY	01/17/19	18.48	68604
101-131-807.00	JURY FEES	RENEE DEWINDT	PER DIEM \$75; MILEAGE \$4.64	JURY DUTY	01/17/19	79.64	68612
101-131-807.00	JURY FEES	ROBERT MACARTHUR	PER DIEM \$15; MILEAGE \$9.28	JURY DUTY	01/17/19	24.28	68614
101-131-807.00	JURY FEES	RORY JOHNSON	PER DIEM \$15; MILEAGE \$19.72	JURY DUTY	01/17/19	34.72	68616
101-131-807.00	JURY FEES	SANDRA ZACHARIAS	PER DIEM \$75; MILEAGE \$39.44	JURY DUTY	01/17/19	114.44	68618
101-131-807.00	JURY FEES	SHANEE WILLIAMS	PER DIEM \$75; MILEAGE \$25.52	JURY DUTY	01/17/19	100.52	68620
101-131-807.00	JURY FEES	STEVEN CORDEN	PER DIEM \$15; MILEAGE \$5.80	JURY DUTY	01/17/19	20.80	68627
101-131-807.00	JURY FEES	SUSAN CURRIER	PER DIEM \$15; MILEAGE \$11.60	JURY DUTY	01/17/19	26.60	68628
101-131-807.00	JURY FEES	TIMOTHY BURCH	PER DIEM \$15; MILEAGE \$20.88	JURY DUTY	01/17/19	35.88	68632
101-131-807.00	JURY FEES	TINA STROUP	PER DIEM \$15; MILEAGE \$8.12	JURY DUTY	01/17/19	23.12	68633
101-131-807.00	JURY FEES	TREVOR WITKOP	PER DIEM \$15; MILEAGE \$3.48	JURY DUTY	01/17/19	18.48	68637
101-131-807.00	JURY FEES	ZACHARY YANSKA	PER DIEM \$15; MILEAGE \$17.40	JURY DUTY	01/17/19	32.40	68646
101-131-810.00	LEGAL FEES	CICCHELLI, ANTHONY	MONTHLY COURT APPT ATTORNEY FOR 20	JANUARY 2019	01/10/19	2,465.00	68375
101-131-810.00	LEGAL FEES	GRAFF, JACOB	MONTHLY COURT APPT ATTORNEY FOR 20	JANUARY 2019	01/10/19	1,703.00	68404
101-131-810.00	LEGAL FEES	HUFF, DAVID G. ATTY	MONTHLY COURT APPT ATTORNEY FOR 20	JANUARY 2019	01/10/19	2,465.00	68411
101-131-810.00	LEGAL FEES	MCCARN-DINEHART, TRAC	MONTHLY COURT APPT ATTORNEY FOR 20	JANUARY 2019	01/10/19	762.00	68438
101-131-810.00	LEGAL FEES	SMITH, MICHAEL LAWRE	MONTHLY COURT APPT ATTORNEY FOR 20	JANUARY 2019	01/10/19	2,465.00	68468
101-131-810.00	LEGAL FEES	SPILLAN, JOHN	MONTHLY COURT APPT ATTORNEY FOR 20	JANUARY 2019	01/10/19	1,703.00	68469
101-131-860.00	TRAVEL	KEILEY, CLAYTON	MILEAGE 12/06/18	MILEAGE	01/10/19	69.92	68425
101-131-860.00	TRAVEL	QUAGLIA, VINCENT	SHARP COPIER PMT/PROBATION	69116228	01/17/19	224.50	68611
101-131-970.20	EQUIPMENT - CAPITAL	WELLS FARGO VENDOR FI	SHARP COPIER/PROBATION DEC PAYMENT	69078283	01/10/19	67.52	68493
101-131-970.20	EQUIPMENT - CAPITAL	WELLS FARGO VENDOR FI			01/10/19	142.52	68494
Total For Dept 131 CIRCUIT COURT						14,791.76	
Dept 136 DISTRICT COURT							
101-136-702.07	SPECIAL JUDGE	BRUNNER, THOMAS N	JUDGE ASSIGNMENT / MILEAGE	DPI59	01/17/19	37.70	68520
101-136-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	DESKTOP CALENDARS	436403-0	01/10/19	17.98	68418
101-136-727.00	OFFICE SUPPLIES	MCCARDEL WATER CONDIT	5 BOTTLES/DELIVERY FEE/JAN RENTAL	53-3153	01/10/19	46.50	68437
101-136-727.00	OFFICE SUPPLIES	OFFICE DEPOT	NOTEPADS/TAPE/FILE FOLDERS	DPI35	01/10/19	50.86	68448
101-136-727.00	OFFICE SUPPLIES	OFFICE DEPOT	PLANNER/HNG FOLDERS/HEADSET COVERS	DPI50	01/10/19	94.16	68449
101-136-727.00	OFFICE SUPPLIES	OFFICE DEPOT	FASTENERS	24915048002	01/10/19	2.18	68450
101-136-805.00	COURT APPOINTED ATTORNEY	BAILEY LAW OFFICE PLL	CUMMINGS / BRADEN	DPI39	01/10/19	187.50	68352
101-136-805.00	COURT APPOINTED ATTORNEY	CICCHELLI, ANTHONY	BAESCH / FARR / H WILLIAMS	DPI38	01/10/19	750.00	68376
101-136-805.00	COURT APPOINTED ATTORNEY	GRAFF, JACOB	OSBORN	18-193-SD	01/10/19	250.00	68405
101-136-805.00	COURT APPOINTED ATTORNEY	HUFF, DAVID G. ATTY	MATTIS	18-464-SM	01/10/19	250.00	68412
101-136-805.00	COURT APPOINTED ATTORNEY	SMITH & JOHNSON	HOUGHTALING / NOTHNAGEL	DP83	01/10/19	270.00	68467
101-136-805.00	COURT APPOINTED ATTORNEY	SZUMKO, DARLENE	R ELY	18-0135-MI	01/10/19	210.00	68476
101-136-805.00	COURT APPOINTED ATTORNEY	MAS, MARY ELIZABETH	KIGER-SMITH	18-398-SM	01/17/19	250.00	68592
101-136-805.00	COURT APPOINTED ATTORNEY	WILLIAMS, JESSE	GATRELL	18-399-ST	01/17/19	250.00	68643
101-136-806.00	SCREENING FEES	OPEN DOOR ASSESSMENTS	SLABY	18-456-FD	01/17/19	75.00	68603
101-136-900.00	PRINTING & PUBLISHING	CRYSTAL COPIES	BUSINESS CARDS	DPI49	01/10/19	98.50	68384
101-136-900.00	PRINTING & PUBLISHING	I.C.L.E.	MI MODEL CRIMINAL & CIVIL JURY INS	DPI40	01/10/19	277.00	68415
101-136-900.00	PRINTING & PUBLISHING	JACKPINE BUSINESS CEN	3 PART FORMS	436788-0	01/17/19	88.80	68563
101-136-962.20	JIS RELATED COSTS	JUDICIAL MANAGEMENT SY	ANNUAL APPLICATION SOFTWARE SUPPOR	DPI41	01/10/19	6,895.00	68423
Total For Dept 136 DISTRICT COURT						10,101.18	
Dept 141 FRIEND OF THE COURT							
101-141-850.00	TELEPHONE	CENTURYLINK	DECEMBER PHONE CHARGES	1458865922	01/10/19	3.90	68372

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 141 FRIEND OF THE COURT							
101-141-964.10	REIMBURSEMENT TO MANISTEE	MANISTEE COUNTY FOC	NOVEMBER 2018 FOC SHARED SERVICES	NOVEMBER 2018	01/10/19	14,543.04	68433
			Total For Dept 141 FRIEND OF THE COURT			14,546.94	
Dept 142 JUVENILE DIVISION							
101-142-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	OFFICE SUPPLIES	436134-0	01/17/19	5.99	68562
101-142-727.00	OFFICE SUPPLIES	PURE WATER WORKS	WATER COOLER	19-0034	01/17/19	9.98	68609
101-142-804.00	RECORDING SERVICES	TOOLEY, JILL	RECORDING SERVICES/09/01/18	SEPTEMBER 2018	01/10/19	60.00	68480
101-142-860.00	TRAVEL	CAMERON CLARK	REIMBURSEMENT	JAN 3	01/10/19	267.06	68366
			Total For Dept 142 JUVENILE DIVISION			343.03	
Dept 172 ADMINISTRATOR							
101-172-727.00	OFFICE SUPPLIES	VISA=MITCHELL DEISCH	BUILDING PLANS, ADOBE, SHRM HOTEL	DECEMBER 2018	01/10/19	23.77	68486
101-172-860.00	TRAVEL	DEISCH, MITCH	MILEAGE ALLOWANCE	JANUARY 2019	01/10/19	300.00	68392
101-172-860.00	TRAVEL	VISA=MITCHELL DEISCH	BUILDING PLANS, ADOBE, SHRM HOTEL	DECEMBER 2018	01/10/19	96.10	68486
101-172-900.00	PRINTING & PUBLISHING	VISA=MITCHELL DEISCH	BUILDING PLANS, ADOBE, SHRM HOTEL	DECEMBER 2018	01/10/19	157.50	68486
			Total For Dept 172 ADMINISTRATOR			577.37	
Dept 215 COUNTY CLERK							
101-215-727.00	OFFICE SUPPLIES	OFFICE DEPOT	OFFICE SUPPLIES	251151501001	01/17/19	75.98	68601
			Total For Dept 215 COUNTY CLERK			75.98	
Dept 253 COUNTY TREASURER							
101-253-860.00	TRAVEL	VISA=MICHELLE THOMPSON	MACT DUES/TRAVEL ACCOMODATIONS	VISA 0082	01/10/19	(13.76)	68485
101-253-955.10	DUES & REGISTRATIONS	VISA=MICHELLE THOMPSON	MACT DUES/TRAVEL ACCOMODATIONS	VISA 0082	01/10/19	175.00	68485
			Total For Dept 253 COUNTY TREASURER			161.24	
Dept 257 EQUALIZATION DEPARTMENT							
101-257-900.00	PRINTING & PUBLISHING	PUMMILL PROMARK	PPT STMT 2019 PERSONAL PRPOP TAX K	21836	01/17/19	446.63	68608
101-257-955.10	DUES & REGISTRATIONS	NORTHERN MICHIGAN EQU	DUES FOR 1/1/19 THROUGH 12/31/19	JAN19	01/10/19	60.00	68444
101-257-961.00	TRAINING & SCHOOLS	STATE OF MICHIGAN	COMMERCIAL/ INDUSTRIAL CLASS	01/16/19	01/17/19	250.00	68626
			Total For Dept 257 EQUALIZATION DEPARTMENT			756.63	
Dept 261 MSU EXTENSION							
101-261-730.00	POSTAGE	BENZIE COUNTY CLERK	POSTAGE DECEMBER 2018	POSTAGE	01/10/19	0.94	68353
101-261-800.00	CONTRACTED SERVICES	MSUE BUSINESS OFFICE	SECOND QUARTER (JAN-MARCH 2019) WO 2 BENZIE 2019		01/10/19	10,253.25	68441
			Total For Dept 261 MSU EXTENSION			10,254.19	
Dept 262 ELECTIONS							
101-262-727.00	OFFICE SUPPLIES - BALLOT	PRINTING SYSTEMS, INC	VOTER ID CARDS	203458	01/17/19	53.14	68607
			Total For Dept 262 ELECTIONS			53.14	
Dept 265 BUILDING & GROUNDS							
101-265-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	FUEL FOR DECEMBER 2018	1139	01/10/19	59.89	68355
101-265-750.00	MAINTENANCE SUPPLIES	CRYSTAL COPIES	PRINTER CARTRIDGE	01/04/19	01/10/19	17.99	68383
101-265-750.00	MAINTENANCE SUPPLIES	NAPA AUTO SUPPLY, INC	BULB FOR PLOW LIGHT	5366-425858	01/10/19	22.49	68442
101-265-750.00	MAINTENANCE SUPPLIES	NUGENT HARDWARE	S HOOKS FOR JUVENILE COURT OFFICE	156754	01/10/19	13.86	68446
101-265-800.00	CONTRACTED SERVICES	GOTTSCHALK CLEANING S	CLEANING SERVICE FOR DECEMBER 2018	DECEMBER 2018	01/10/19	3,200.00	68403
101-265-821.00	GARBAGE DISPOSAL	AMERICAN WASTE	8YD DUMPSTER AND 4YD DUMPSTER JANU	2787688	01/10/19	190.00	68347
101-265-850.00	TELEPHONE	AT&T	DECEMBER SERVICE	2363715409	01/10/19	1,029.14	68350
101-265-850.00	TELEPHONE	CENTURYLINK	DECEMBER PHONE CHARGES	1458865922	01/10/19	43.26	68372
101-265-850.00	TELEPHONE	PACIFIC TELEMANAGEMENT	PAY PHONE FOR JANUARY 2019	2009349	01/10/19	50.00	68453
			Total For Dept 265 BUILDING & GROUNDS			4,626.63	
Dept 266 LEGAL & CONTRACTED SERVICES							

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 266 LEGAL & CONTRACTED SERVICES							
101-266-810.00	LEGAL FEES	FIGURA, RICHARD	DECEMBER 2018 LEGAL SERVICES	DECEMBER 2018	01/10/19	458.00	68399
			Total For Dept 266 LEGAL & CONTRACTED SERVICES			458.00	
Dept 267 PROSECUTING ATTORNEY							
101-267-808.00	WITNESS FEES	DIANE KOEHLER, RN	MILEAGE/WITNESS FEES HILLS TRIAL	01/10/19	01/17/19	11.16	68538
101-267-808.00	WITNESS FEES	EMILY WAGNER	MILEAGE AND WITNESS FEES	01/09/19	01/17/19	7.44	68543
101-267-808.00	WITNESS FEES	KAYLEY MOORE	MILEAGE AND WITNESS FEES FOR HILLS	1/10/19	01/17/19	197.40	68577
101-267-808.00	WITNESS FEES	MOLLY GILLESPIE	MILEAGE AND WITNESS FEES FOR HILLS	01/09/19	01/17/19	14.76	68598
101-267-808.00	WITNESS FEES	SAMANTHA LATHWELL	WITNESS FEES AND MILEAGE	01/09/19	01/17/19	9.48	68617
101-267-808.00	WITNESS FEES	TROY BAILEY	MILEAGE AND WITNESS FEES	01/09/19	01/17/19	7.20	68638
			Total For Dept 267 PROSECUTING ATTORNEY			247.44	
Dept 268 REGISTER OF DEEDS							
101-268-800.00	CONTRACTED SERVICES - LA	FIDLAR TECHNOLOGIES I	LAREDO USAGE FEE - DECEMBER 2018	0221963-IN	01/17/19	887.87	68545
101-268-860.00	TRAVEL	BISSELL, AMY	MILEAGE TO MEETING IN MT PLEASANT	01/17/2019	01/17/19	140.41	68517
			Total For Dept 268 REGISTER OF DEEDS			1,028.28	
Dept 275 DRAIN COMMISSION							
101-275-819.00	CONTRACT SERVICE - LAKE	DIXON, CRAIG	MONTHLY CONTRACTED SERVICES FOR DA	JANUARY 2019	01/10/19	333.33	68394
			Total For Dept 275 DRAIN COMMISSION			333.33	
Dept 285 CENTRAL SERVICES							
101-285-727.10	PAPER SUPPLIES	OFFICE DEPOT	PAPER	248484685001	01/10/19	1,824.21	68447
101-285-730.00	POSTAGE	RESERVE ACCOUNT	POSTAGE FOR METER BY PHONE	46789160	01/10/19	2,500.00	68459
101-285-800.00	CONTRACTED SERVICES	PITNEY BOWES GLOBAL F	POSTAGE METER FOR 10/30/2018 - 1/2	3307910905	01/17/19	471.99	68605
101-285-940.20	EQUIPMENT LEASE	TEAM FINANCIAL GROUP,	EQUALIZATION AND COPIER ROOM PRINT	40020522	01/10/19	279.35	68477
101-285-940.20	EQUIPMENT LEASE	TEAM FINANCIAL GROUP,	ADMIN COPIER	40020703	01/10/19	106.80	68477
			Total For Dept 285 CENTRAL SERVICES			5,182.35	
Dept 286 TECHNOLOGY SUPPORT							
101-286-963.00	COMPUTER SUPPORT	I.T. RIGHT	SERVICE CONTRACT (01/27/19 - 02/26	20157938	01/10/19	1,669.92	68416
101-286-963.00	COMPUTER SUPPORT	I.T. RIGHT	OFFICE 365 BUSINESS PREMIUM	20158272	01/10/19	38.63	68416
			Total For Dept 286 TECHNOLOGY SUPPORT			1,708.55	
Dept 301 SHERIFF							
101-301-727.00	OFFICE SUPPLIES	VISA=ROSA KYLE	SRO T&S/K9 FD/ OFF SUP/UNIF/VEH EQ	12302018	01/10/19	100.04	68487
101-301-727.00	OFFICE SUPPLIES	VISA=TROY LAMERSON	UNF/T&S/OFF SUP	12302018	01/10/19	63.31	68489
101-301-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	DEC FUEL 2018	1138	01/10/19	2,050.92	68355
101-301-748.00	GAS, OIL & GREASE	SHELL FLEET PLUS	DEC 2018 FUEL	000000006528127	01/10/19	160.18	68465
101-301-749.00	VEHICLE REPAIRS	NAPA AUTO SUPPLY, INC	10-1 BATTERY	5366-426001	01/10/19	105.82	68442
101-301-749.00	VEHICLE REPAIRS	NAPA AUTO SUPPLY, INC	13-2 WIPER BLADES	5366-425876	01/10/19	38.98	68442
101-301-751.00	UNIFORMS	EMBROID ME OF TRAVERS	UNIFORMS	18800	01/10/19	72.00	68398
101-301-751.00	UNIFORMS	VISA=ROSA KYLE	SRO T&S/K9 FD/ OFF SUP/UNIF/VEH EQ	12302018	01/10/19	120.97	68487
101-301-751.00	UNIFORMS	VISA=TED SCHENDEL	UNIFORMS	12302018	01/10/19	327.32	68488
101-301-751.00	UNIFORMS	VISA=TROY LAMERSON	UNF/T&S/OFF SUP	12302018	01/10/19	24.50	68489
101-301-800.00	CONTRACTED SERVICES	I.T. RIGHT	SERVICE CONTRACT (01/27/19 - 02/26	20157938	01/10/19	498.05	68416
101-301-961.00	TRAINING & SCHOOLS	VISA=TROY LAMERSON	UNF/T&S/OFF SUP	12302018	01/10/19	7.39	68489
101-301-970.06	EQUIPMENT - COMPUTERS	AMAZON CAPITAL SERVIC	COMP EQUIP/OFF SUP JAIL	14VX-W9M7-F7WD	01/10/19	34.99	68343
101-301-978.00	RADIO EQUIPMENT - PATROL	GRAND TRAVERSE MOBILE	REMOVE EQUIP FROM 14-5	49396	01/10/19	488.75	68406
101-301-980.00	VEHICLE EQUIPMENT	VISA=ROSA KYLE	SRO T&S/K9 FD/ OFF SUP/UNIF/VEH EQ	12302018	01/10/19	134.55	68487
			Total For Dept 301 SHERIFF			4,227.77	
Dept 426 EMERGENCY MANAGEMENT							
101-426-860.00	TRAVEL	POST, FRANK	MILEAGE REINBURSEMENT ENDING 1-12-	MILEAGE ENDING	01/17/19	6.96	68606

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 426 EMERGENCY MANAGEMENT							
101-426-957.00	MISCELLANEOUS	CHARTER COMMUNICATION	CABLE TELEVISION ENDING 01-03-19	0010110010319	01/10/19	92.21	68373
			Total For Dept 426 EMERGENCY MANAGEMENT			99.17	
Dept 648 MEDICAL EXAMINER							
101-648-837.10	INVESTIGATIONS	WESTERN MICHIGAN UNIV	POSTMORTEM CONSULTATION	004111	01/10/19	500.00	68495
101-648-959.00	FORENSIC AUTOPSIES	GOSLINOSKI, LOIS R. D	AUTOPSY FOR DECEMBER 2018	BNZ-18-034	01/10/19	1,200.00	68402
			Total For Dept 648 MEDICAL EXAMINER			1,700.00	
Dept 649 MENTAL HEALTH							
101-649-836.00	APPROPRIATIONS	CENTRA WELLNESS NETWO	MONTHLY APPROPRIATION JAN 2019	691	01/10/19	9,894.75	68370
			Total For Dept 649 MENTAL HEALTH			9,894.75	
Dept 728 INTERGOVERNMENTAL							
101-728-883.00	NO. MT. REGIONAL ENTITY	NETWORKS NORTHWEST	2019 APPROPRIATION FOR COUNTY	APPROPRIATION	01/10/19	3,125.00	68443
			Total For Dept 728 INTERGOVERNMENTAL			3,125.00	
Dept 851 INSURANCE & BONDS							
101-851-828.30	INSURANCE CLAIMS	GREGORY MEIHN	JUDGEMENT ON SETTLEMENT	6/26/18	01/17/19	17,500.00	68556
			Total For Dept 851 INSURANCE & BONDS			17,500.00	
Dept 852 MEDICAL INSURANCE							
101-852-715.00	RX UTILIZATION PROGRAM	EHIM	PRESCRIPTIONS FOR 12/3-12/16/18	234383	01/10/19	216.68	68396
101-852-717.00	MEDICAL/DENTAL/VISION IN	CONQUEST, JEFF	MONTHLY RETIREE HEALTHCARE SUPPLEM	JANUARY 2019	01/10/19	175.00	68381
101-852-717.00	MEDICAL/DENTAL/VISION IN	KOSIBOSKI, JEFFREY	RETIREE HEALTH SUPPLEMENT BENEFIT	JANUARY 2019	01/10/19	175.00	68427
101-852-717.00	MEDICAL/DENTAL/VISION IN	TUCKER, DAVID	MONTHLY RETIREE HEALTHCARE SUPPLEM	JANUARY 2019	01/10/19	175.00	68481
			Total For Dept 852 MEDICAL INSURANCE			741.68	
			Total For Fund 101 GENERAL FUND			103,176.10	
Fund 205 TNT OFFICER MILLAGE FUND							
Dept 000							
205-000-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	DEC FUEL 2018	1138	01/10/19	223.69	68355
205-000-748.00	GAS, OIL & GREASE	SHELL FLEET PLUS	DEC 2018 FUEL	000000006528127	01/10/19	27.66	68465
205-000-751.00	UNIFORMS	VISA-TSCHEDEL 7161	TNT UNIF	12302018	01/10/19	144.00	68490
			Total For Dept 000			395.35	
			Total For Fund 205 TNT OFFICER MILLAGE FUND			395.35	
Fund 206 SHERIFF'S K-9 FUND							
Dept 000							
206-000-967.00	PROJECT EXPENSES	VISA=ROSA KYLE	SRO T&S/K9 FD/ OFF SUP/UNIF/VEH EQ	12302018	01/10/19	46.99	68487
			Total For Dept 000			46.99	
			Total For Fund 206 SHERIFF'S K-9 FUND			46.99	
Fund 209 SCHOOL RESOURCE OFFICER							
Dept 000							
209-000-940.00	LEASED PATROL & SHERIFF	CDW - GOVERNMENT, INC	CKNG STATIONS SRO VEH -2	QGR1406	01/10/19	705.00	68369
209-000-961.00	TRAINING & SCHOOLS	VISA=ROSA KYLE	SRO T&S/K9 FD/ OFF SUP/UNIF/VEH EQ	12302018	01/10/19	812.12	68487
209-000-998.00	EARMARKED RESERVE - CONT	CDW - GOVERNMENT, INC	CKNG STATIONS SRO VEH -2	QGR1406	01/10/19	705.00	68369
			Total For Dept 000			2,222.12	
			Total For Fund 209 SCHOOL RESOURCE OFFICER			2,222.12	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 213 JAIL OPERATIONS FUND							
Dept 265 BUILDING & GROUNDS							
213-265-783.00	EQUIP. SERVICES & SUPPLI	KSS ENTERPRISES	TP/PT	1132490	01/10/19	285.94	68428
213-265-783.00	EQUIP. SERVICES & SUPPLI	NAPA AUTO SUPPLY, INC	BATTERY TESTER	536-424725	01/10/19	7.18	68442
213-265-784.00	GARBAGE PICK-UP	AMERICAN WASTE	JAIL DISPOSAL PU	2790036	01/10/19	100.00	68345
213-265-924.00	ELECTRIC	HURST MECHANICAL	AIR UNIT - KITCHEN	S24641	01/10/19	290.35	68413
213-265-924.00	ELECTRIC	JOHNSON CONTROLS FIRE	IO BOARD R&R JAIL	85496745	01/10/19	6,010.12	68421
Total For Dept 265 BUILDING & GROUNDS						6,693.59	
Dept 351 JAIL - CORRECTIONS							
213-351-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVIC	COMP EQUIP/OFF SUP JAIL	14VX-W9M7-F7WD	01/10/19	9.38	68343
213-351-727.00	OFFICE SUPPLIES	VISA=TROY LAMERSON	UNF/T&S/OFF SUP	12302018	01/10/19	32.19	68489
213-351-740.00	FOOD SUPPLIES	CANTEEN SERVICES	DEC 2018 MEALS	IVC27133	01/10/19	9,108.12	68367
213-351-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	DEC FUEL 2018	1138	01/10/19	70.11	68355
213-351-748.00	GAS, OIL & GREASE	SHELL FLEET PLUS	DEC 2018 FUEL	00000006528127	01/10/19	70.76	68465
213-351-748.00	GAS, OIL & GREASE	VISA=DAN SMITH	T&S/TV/TRANSPORT/GOG	12302018	01/10/19	4.82	68483
213-351-834.00	PRISONER MEDICAL - BENZI	ADVANCED CORRECTIONAL	4TH Q RECONCIL 2018	82211	01/10/19	400.66	68337
213-351-834.00	PRISONER MEDICAL - BENZI	ADVANCED CORRECTIONAL	DEC 18 ONSITE MEDICAL	82154	01/10/19	791.06	68337
213-351-834.00	PRISONER MEDICAL - BENZI	FIGURA, RICHARD	DECEMBER 2018 LEGAL SERVICES	DECEMBER 2018	01/10/19	168.00	68399
213-351-865.00	PRISONER TRANSFER	VISA=DAN SMITH	T&S/TV/TRANSPORT/GOG	12302018	01/10/19	0.93	68483
213-351-961.00	TRAINING & SCHOOLS	VISA=DAN SMITH	T&S/TV/TRANSPORT/GOG	12302018	01/10/19	144.92	68483
213-351-963.00	COMPUTER EQUIPMENT	I.T. RIGHT	SERVICE CONTRACT (01/27/19 - 02/26	20157938	01/10/19	908.20	68416
213-351-972.00	KITCHEN EQUIPMENT/SERVIC	VISA=DAN SMITH	T&S/TV/TRANSPORT/GOG	12302018	01/10/19	62.01	68483
213-351-980.01	BIO-HAZARDS EQUIPMENT	PH&S PRODUCTS	GLOVES JAIL	0012437	01/10/19	90.00	68454
Total For Dept 351 JAIL - CORRECTIONS						11,861.16	
Dept 852 MEDICAL INSURANCE							
213-852-715.00	RX UTILIZATION PROGRAM	EHIM	PRESCRIPTIONS FOR 12/3-12/16/18	234383	01/10/19	168.28	68396
Total For Dept 852 MEDICAL INSURANCE						168.28	
Total For Fund 213 JAIL OPERATIONS FUND						18,723.03	
Fund 214 EMERGENCY MEDICAL SERVICES (EMS) FUND							
Dept 000	NOTE PAYABLE	STATE SAVINGS BANK	STATEMENT-PMT FOR AMBULANCE	18319	01/10/19	3,388.38	68474
214-000-307.03			Total For Dept 000			3,388.38	
Dept 265 BUILDING & GROUNDS							
214-265-750.00	MAINTENANCE SUPPLIES	HONOR BUILDING SUPPLY	MAINTENANCE SUPPLIES	1812-448513	01/17/19	9.58	68560
214-265-820.00	SNOW REMOVAL	A J'S EXCAVATING LLC	SNOW PLOW	9288	01/17/19	70.00	68503
214-265-850.01	INTERNET SERVICE	CENTURYLINK	PHONE AND INTERNET	DECEMBER 18	01/17/19	298.57	68525
214-265-850.01	INTERNET SERVICE	CHARTER COMMUNICATION	CABLE/INTERNET ST3	0016011122218	01/17/19	475.45	68526
214-265-853.00	CELLULAR PHONES	MICHIGAN DEPARTMENT O	QUALITY ASSURANCE ASSESSMENT	491-353049	01/17/19	1,371.60	68597
214-265-922.00	WATER & SEWER	CITY OF FRANKFORT	ST 3 WATER BILL	11/18-12/18	01/17/19	63.58	68528
214-265-922.00	WATER & SEWER	MCCARDEL WATER CONDIT	CULLIGAN WATER CONDITIONER	53-3148	01/17/19	73.40	68593
214-265-924.00	ELECTRIC	CERRYLAND ELECTRIC	ELECTRIC ST 2	DEC 18	01/17/19	137.98	68527
214-265-924.00	ELECTRIC	CERRYLAND ELECTRIC	ELECTRIC ST 2	JAN 19	01/17/19	316.55	68527
Total For Dept 265 BUILDING & GROUNDS						2,816.71	
Dept 655 ADVANCED LIFE SUPPORT (ALS)							
214-655-727.00	OFFICE SUPPLIES	TEAM FINANCIAL GROUP,	EMS COPIERS	1445	01/10/19	198.34	68477
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	MEDICAL SUPPLIES	83029697	01/10/19	555.37	68365
214-655-735.00	MEDICAL SUPPLIES	ARROW INTERNATIONAL	EZ IO	9500702531	01/17/19	677.50	68509
214-655-735.00	MEDICAL SUPPLIES	ARROW INTERNATIONAL	EZ IO DRIVER	9500745295	01/17/19	308.50	68510
214-655-735.10	MEDICAL SUPPLIES - GAS	AIRGAS	OXYGEN TANKS	9958354905	01/17/19	22.79	68504

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 214 EMERGENCY MEDICAL SERVICES (EMS) FUND							
Dept 655 ADVANCED LIFE SUPPORT (ALS)							
214-655-735.10	MEDICAL SUPPLIES - GAS	AIRGAS	OXYGEN TANKS	9958354904	01/17/19	22.79	68504
214-655-735.10	MEDICAL SUPPLIES - GAS	AIRGAS	OXYGEN TANKS	9083817668	01/17/19	276.34	68504
214-655-735.10	MEDICAL SUPPLIES - GAS	PURITY CYLINDER GASSE	OXYGEN CYLINDERS	00668230	01/17/19	129.79	68610
214-655-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	PAST DUE FUEL CARD FEE	1097	01/17/19	5.00	68515
214-655-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	NOVEMBER AUTO FUEL BILL	1132	01/17/19	2,483.79	68515
214-655-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	DECEMBER AUTO FUEL BILL	1142	01/17/19	2,386.33	68515
214-655-748.00	GAS, OIL & GREASE	XPRESS LUBE	A21 OIL CHANGE	39613	01/17/19	79.85	68645
214-655-749.00	VEHICLE REPAIRS	VALLEY TRUCK PARTS	A33 LEAF SPRINGS	2-1214592	01/17/19	1,353.85	68640
214-655-749.00	VEHICLE REPAIRS	WATSON BENZIE LLC	A21 EXHAUST MANIFOLD AND GASKET RE	150588	01/17/19	1,200.30	68642
214-655-749.00	VEHICLE REPAIRS	XPRESS LUBE	A33 TIRES	38456	01/17/19	935.04	68645
214-655-749.00	VEHICLE REPAIRS	XPRESS LUBE	A21 TIRES	38458	01/17/19	935.04	68645
214-655-749.00	VEHICLE REPAIRS	XPRESS LUBE	A32 BALL JOINTS	39257	01/17/19	931.12	68645
214-655-751.00	UNIFORMS	BAY SUPPLY & MARKETIN	EMBROIDERY	56217	01/17/19	26.00	68514
214-655-963.00	COMPUTER SUPPORT	I.T. RIGHT	SERVICE CONTRACT (01/27/19 - 02/26	20157938	01/10/19	87.89	68416
214-655-995.00	INTEREST ON DEBT	STATE SAVINGS BANK	STATEMENT-PMT FOR AMBULANCE	18319	01/10/19	91.48	68474
			Total For Dept 655 ADVANCED LIFE SUPPORT (ALS)			12,707.11	
Dept 852 MEDICAL INSURANCE							
214-852-715.00	RX UTILIZATION PROGRAM	EHIM	PRESCRIPTIONS FOR 12/3-12/16/18	234383	01/10/19	13.43	68396
			Total For Dept 852 MEDICAL INSURANCE			13.43	
			Total For Fund 214 EMERGENCY MEDICAL SERVICES (E			18,925.63	
Fund 228 SOLID WASTE/RECYCLING FUND							
Dept 000							
228-000-721.00	PER DIEM	DAVE ZEMPEL	SWAC PER DIEM	01082019	01/10/19	35.00	68388
228-000-721.00	PER DIEM	DAVID SCHAEFFER	SWAC PER DIEM	01082019	01/10/19	35.00	68390
228-000-721.00	PER DIEM	WARREN, TODD	SWAC PER DIEM	01082019	01/10/19	35.00	68491
228-000-721.00	PER DIEM	WOOD, MARLENE	SWAC PER DIEM	01082019	01/10/19	35.00	68499
228-000-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	FUEL FOR DECEMBER 2018	1143	01/10/19	172.41	68356
228-000-800.00	CONTRACTED SERVICES	AMERICAN WASTE	RECYCLE SERVICES FOR DECEMBER 2018	2862162	01/10/19	13,759.52	68344
228-000-860.00	TRAVEL	DAVE ZEMPEL	SWAC MILEAGE	01082019	01/10/19	9.28	68389
228-000-860.00	TRAVEL	DAVID SCHAEFFER	SWAC MILEAGE	01082019	01/10/19	3.48	68391
228-000-860.00	TRAVEL	WARREN, TODD	SWAC MILEAGE	01082019	01/10/19	8.12	68491
228-000-860.00	TRAVEL	WOOD, MARLENE	SWAC MILEAGE	01082019	01/10/19	1.16	68499
228-000-900.00	PUBLIC RELATIONS-PRINTG/	PIONEER GROUP	HOLIDAY RECYCLING AD	01082019	01/10/19	97.00	68455
228-000-963.00	COMPUTER SUPPORT	I.T. RIGHT	SERVICE CONTRACT (01/27/19 - 02/26	20157938	01/10/19	29.30	68416
			Total For Dept 000			14,220.27	
			Total For Fund 228 SOLID WASTE/RECYCLING FUND			14,220.27	
Fund 231 SOIL EROSION (SESSC) FUND							
Dept 723 SOIL EROSION CONTROL							
231-723-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	PERMITS/INSPECTIONS NOVEMBER 2018	N1673	01/10/19	900.00	68349
231-723-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	OCTOBER PERMITS/INSPECTIONS	1672	01/10/19	2,500.00	68349
231-723-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	BUILDING/PLUMBING/MECHANICAL/ELECT	DECEMBER 2018	01/10/19	500.00	68349
			Total For Dept 723 SOIL EROSION CONTROL			3,900.00	
			Total For Fund 231 SOIL EROSION (SESSC) FUND			3,900.00	
Fund 247 ANIMAL CONTROL FUND							
Dept 265 BUILDING & GROUNDS							
247-265-782.00	MAINTENANCE SUPPLIES	HONOR BUILDING SUPPLY	2X4 FOR THE DESK AREA	1812-448473	01/10/19	138.07	68409
247-265-782.00	MAINTENANCE SUPPLIES	NUGENT ACE HARDWARD	SUPPLIES FOR NEW DESK AREA	155817	01/10/19	60.51	68445

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 247 ANIMAL CONTROL FUND							
Dept 265 BUILDING & GROUNDS							
247-265-850.00	TELEPHONE	AT&T	TELEPHONE BILL FOR DEC	231882950512	01/10/19	163.53	68351
247-265-850.00	TELEPHONE	UWC	DECEMBER 2018 LONG DISTANCE	DECEMBER 2018	01/17/19	1.95	68639
247-265-924.00	ELECTRIC & HEATING	CONSUMERS ENERGY	ELECTRIC DECEMBER 2018	100006081572	01/10/19	303.63	68382
247-265-924.00	ELECTRIC & HEATING	DTE ENERGY	GAS BILL FOR DEC	910020929329	01/10/19	195.33	68395
247-265-935.00	BUILDING REPAIRS	VISA=KYLE MAURER	SUPPLIES FOR DESK AREA/OFFICE SUPP	5200	01/10/19	864.90	68484
247-265-935.00	BUILDING REPAIRS	AZTEC PAINTING INC.	PAINTING OF ENTIRE KENNEL	127-18-1	01/17/19	4,937.00	68512
			Total For Dept 265 BUILDING & GROUNDS			6,664.92	
Dept 430 ANIMAL CONTROL							
247-430-727.00	OFFICE SUPPLIES	VISA=KYLE MAURER	SUPPLIES FOR DESK AREA/OFFICE SUPP	5200	01/10/19	3.38	68484
247-430-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	FUEL FOR DEC	1141	01/10/19	314.74	68357
247-430-749.00	VEHICLE REPAIRS	ZACKS TIRE AND OFFROA	TIRES FOR BOTH TRUCKS	177	01/10/19	1,440.00	68500
247-430-945.20	DISPOSALS & BURIALS	AMERICAN WASTE	TRASH BILL FOR DEC	2789863	01/10/19	16.00	68346
247-430-963.00	COMPUTER SUPPORT	I.T. RIGHT	SERVICE CONTRACT (01/27/19 - 02/26	20157938	01/10/19	87.89	68416
247-430-970.00	EQUIPMENT	VISA=KYLE MAURER	SUPPLIES FOR DESK AREA/OFFICE SUPP	5200	01/10/19	95.29	68484
			Total For Dept 430 ANIMAL CONTROL			1,957.30	
			Total For Fund 247 ANIMAL CONTROL FUND			8,622.22	
Fund 249 BUILDING DEPARTMENT FUND							
Dept 371 BUILDING INSPECTOR							
249-371-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	PERMITS/INSPECTIONS NOVEMBER 2018	N1673	01/10/19	12,219.00	68349
249-371-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	OCTOBER PERMITS/INSPECTIONS	1672	01/10/19	21,510.00	68349
249-371-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	BUILDING/PLUMBING/MECHANICAL/ELECT	DECEMBER 2018	01/10/19	5,498.00	68349
249-371-963.00	COMPUTER SUPPORT	I.T. RIGHT	SERVICE CONTRACT (01/27/19 - 02/26	20157938	01/10/19	146.48	68416
			Total For Dept 371 BUILDING INSPECTOR			39,373.48	
Dept 372 PLUMBING INSPECTOR							
249-372-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	PERMITS/INSPECTIONS NOVEMBER 2018	N1673	01/10/19	3,411.00	68349
249-372-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	OCTOBER PERMITS/INSPECTIONS	1672	01/10/19	4,862.00	68349
249-372-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	BUILDING/PLUMBING/MECHANICAL/ELECT	DECEMBER 2018	01/10/19	3,513.00	68349
			Total For Dept 372 PLUMBING INSPECTOR			11,786.00	
Dept 373 MECHANICAL INSPECTOR							
249-373-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	PERMITS/INSPECTIONS NOVEMBER 2018	N1673	01/10/19	4,975.00	68349
249-373-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	OCTOBER PERMITS/INSPECTIONS	1672	01/10/19	7,340.00	68349
249-373-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	BUILDING/PLUMBING/MECHANICAL/ELECT	DECEMBER 2018	01/10/19	4,280.00	68349
			Total For Dept 373 MECHANICAL INSPECTOR			16,595.00	
Dept 375 ELECTRICAL INSPECTOR							
249-375-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	PERMITS/INSPECTIONS NOVEMBER 2018	N1673	01/10/19	6,871.00	68349
249-375-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	OCTOBER PERMITS/INSPECTIONS	1672	01/10/19	10,748.00	68349
249-375-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	BUILDING/PLUMBING/MECHANICAL/ELECT	DECEMBER 2018	01/10/19	5,686.00	68349
			Total For Dept 375 ELECTRICAL INSPECTOR			23,305.00	
			Total For Fund 249 BUILDING DEPARTMENT FUND			91,059.48	
Fund 261 911 EMERGENCY SERVICE FUND							
Dept 325 DISPATCH/COMMUNICATION							
261-325-751.00	UNIFORMS	KETZ, CHRISTA	UNIFORM REIMBURSEMENT	01102019	01/17/19	29.99	68579
261-325-830.00	911 MAINTENANCE CONTRACT	WESTTEL INTERNATIONAL	FEB 2019 SUPPORT	1004	01/10/19	923.00	68496
261-325-963.00	COMPUTER SUPPORT	I.T. RIGHT	SERVICE CONTRACT (01/27/19 - 02/26	20157938	01/10/19	322.27	68416
261-325-970.00	EQUIPMENT	NUGENT HARDWARE	PLEXIGLASS	156554	01/10/19	154.72	68446

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 261 911 EMERGENCY SERVICE FUND							
Dept 325 DISPATCH/COMMUNICATION							
Dept 852 MEDICAL INSURANCE							
261-852-715.00	RX UTILIZATION PROGRAM	EHIM	Total For Dept 325 DISPATCH/COMMUNICATION		01/10/19	1,429.98	68396
			PRESCRIPTIONS FOR 12/3-12/16/18	234383		5.76	
			Total For Dept 852 MEDICAL INSURANCE			5.76	
			Total For Fund 261 911 EMERGENCY SERVICE FUND			1,435.74	
Fund 269 LAW LIBRARY FUND							
Dept 000							
269-000-800.00	CONTRACTED SERVICES	SWANDER, CANDICE	LAW LIBRARIAN PAYMENT JULY-DEC 201	LAW LIBRARIAN	01/10/19	750.00	68475
269-000-901.00	RESOURCE MATERIALS	I.C.L.E.	MI MODEL CRIMINAL JURY INSTRUCTION	1077292	01/10/19	267.50	68414
269-000-901.00	RESOURCE MATERIALS	I.C.L.E.	MI MODEL CIVIL JURY INSTRUCTION OC	1076708	01/10/19	138.50	68414
269-000-901.00	RESOURCE MATERIALS	THOMSON REUTERS - WES	DEC 2018 WEST COMPLETE LIBRARY SUB	839624099	01/10/19	962.52	68478
			Total For Dept 000			2,118.52	
			Total For Fund 269 LAW LIBRARY FUND			2,118.52	
Fund 276 COMMISSION ON AGING MILLAGE FUND							
Dept 000							
276-000-800.00	CONTRACTED SERVICES	BENZIE SENIOR RESOURC	MONTHLY PYMT FOR CONTRACTED SERVICE	JANUARY 2019	01/10/19	89,751.52	68360
			Total For Dept 000			89,751.52	
			Total For Fund 276 COMMISSION ON AGING MILLAGE F			89,751.52	
Fund 284 REVENUE SHARING RESERVE FUND							
Dept 000							
284-000-957.00	MISCELLANEOUS	CATHOLIC HUMAN SERVIC	THINKING MATTERS GROUP NOVEMBER 20	11/30/18	01/10/19	600.00	68368
			Total For Dept 000			600.00	
			Total For Fund 284 REVENUE SHARING RESERVE FUND			600.00	
Fund 292 CHILD CARE FUND							
Dept 000							
292-000-832.00	CONTRACTED SERVICES	HOUSTON, KATHI	VOLUNTEER PROGRAM COORDINATION	JAN 7	01/10/19	2,130.01	68410
292-000-832.00	CONTRACTED SERVICES	CATHOLIC HUMAN SERVIC	AFTER SCHOOL WORKER CONTRACT	1/2/19	01/17/19	3,900.00	68523
292-000-832.00	CONTRACTED SERVICES	CENTRA WELLNESS NETWO	COUNSELING FOR N.C.W.	12/05/18	01/17/19	200.00	68524
292-000-840.50	F.C. PRIVATE - ROOM/BOAR	LISTENING EAR CRISIS	31 DAYS FOSTER CARE J.H.	JAN 3	01/17/19	2,945.00	68586
292-000-840.50	F.C. PRIVATE - ROOM/BOAR	ST.VINCENT HOME	16 DAYS FOSTER CARE C.C.	12/31/18	01/17/19	5,277.76	68624
292-000-840.70	INSTITUTIONAL ROOM & BOA	GREAT LAKES RECOVERY	12 DAYS INST. CARE B.R.	DEC18	01/17/19	3,200.00	68554
292-000-840.80	NON-SCH. PMTS INSTITUTIO	GREAT LAKES RECOVERY	12 DAYS INST. CARE B.R.	DEC18	01/17/19	100.00	68554
292-000-840.95	IN HOME CARE MISC.	EMS TETHER	TETHER	31527	01/17/19	90.00	68544
292-000-840.95	IN HOME CARE MISC.	SMART START MICHIGAN	TETHER	10919	01/17/19	130.00	68623
292-000-860.00	TRAVEL/GAS CARDS	CAMERON CLARK	REIMBURSEMENT	JAN 3	01/10/19	282.20	68366
			Total For Dept 000			18,254.97	
			Total For Fund 292 CHILD CARE FUND			18,254.97	
Fund 293 VETERAN'S RELIEF FUND							
Dept 000							
293-000-721.00	PER DIEM	BAILEY, LAWRENCE	VETERANS PER DIEM DECEMBER 2018	DEC18	01/17/19	35.00	68513
293-000-721.00	PER DIEM	GIDDIS, KIRT	VETERANS PER DIEM FOR DEC 2018	DEC18	01/17/19	35.00	68550
293-000-721.00	PER DIEM	GINZEL, DALE J.	VETERANS PER DIEM DECEMBER	DEC2018	01/17/19	35.00	68552
293-000-721.00	PER DIEM	KOWALSKI, ED	VETERANS PER DIEM DECEMBER 2018	DEC18	01/17/19	35.00	68581
293-000-721.00	PER DIEM	KOWALSKI, ED	MILEAGE FOR DECEMBER 2018	DEC18M	01/17/19	3.27	68581

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 293 VETERAN'S RELIEF FUND							
Dept 000	PER DIEM	ROELOFS, ROBERT	VETERANS PER DIEM FOR DECEMBER 201	DEC2018	01/17/19	35.00	68615
293-000-721.00		GTAVC	YEARLY DUES - BENZIE	011419	01/17/19	50.00	68557
293-000-727.00	OFFICE SUPPLIES	VISA=MICHELLE THOMPSON	BUSINESS CARDS FOR VA	011019	01/17/19	24.98	68641
293-000-727.00	OFFICE SUPPLIES	STAPLETONS	GAS CARDS FOR VETERANS	011519	01/17/19	200.00	68625
293-000-839.10	VETERANS FINANCIAL AID	BAILEY, LAWRENCE	MILEAGE FOR DECEMBER 2018	DEC18M	01/17/19	2.01	68513
293-000-860.00	TRAVEL	GIDDIS, KIRT	MILEAGE FOR DECEMBER 2018	DEC18M	01/17/19	17.34	68550
293-000-860.00	TRAVEL	GINZEL, DALE J.	MILEAGE FOR DECEMBER 18	DEC18M	01/17/19	15.81	68552
293-000-860.00	TRAVEL	ROELOFS, ROBERT	MILEAGE FOR DECEMBER 2018	DEC18M	01/17/19	18.32	68615
293-000-955.00	CONVENTIONS & MEETINGS	MACVC	ANNUAL DUES	011519	01/17/19	25.00	68589
293-000-955.00	CONVENTIONS & MEETINGS	MANISTEE COUNTY - ADM	REIMB KAREN KOROLENKO NACVSO DUES	011519	01/17/19	50.00	68590
293-000-970.00	EQUIPMENT	I.T. RIGHT	VETERANS OFFICE NOTEBOOK	20158372	01/10/19	1,990.00	68416
			Total For Dept 000			2,571.73	
			Total For Fund 293 VETERAN'S RELIEF FUND			2,571.73	
Fund 295 VETERAN'S MEMORIAL FUND							
Dept 000	PROJECT EXPENSES	SWENSEN MEMORIALS	BRICKS FOR MEMORIAL	18-12SMS	01/17/19	919.00	68630
295-000-967.00	PROJECT EXPENSES	SWENSEN MEMORIALS	BRICKS FOR MEMORIAL	120618	01/17/19	364.00	68631
			Total For Dept 000			1,283.00	
			Total For Fund 295 VETERAN'S MEMORIAL FUND			1,283.00	
Fund 425 EQUIPMENT REPLACEMENT FUND							
Dept 301 SHERIFF	PROJECT EXPENSES - K-9 R	GRAND TRAVERSE MOBILE	K9 VEH RAD EQUIP 18-3	50075	01/10/19	7,455.96	68406
425-301-967.05			Total For Dept 301 SHERIFF			7,455.96	
Dept 426 EMERGENCY MANAGEMENT							
426-426-967.03	PROJECT EXPENSES - MASS	ONSOLVE, LLC	CODERED ANNUAL FEE (PARTIAL) STILL ECN-034144		01/10/19	5,500.00	68452
			Total For Dept 426 EMERGENCY MANAGEMENT			5,500.00	
			Total For Fund 425 EQUIPMENT REPLACEMENT FUND			12,955.96	
Fund 516 DELINQUENT TAX REVOLVING FUND							
Dept 000	CASH OVER/SHORT	RONALD W HARRISON	OVERPAYMENT ON DELINQUENT TAXES	010419	01/10/19	6.00	68461
516-000-694.00	CASH OVER/SHORT	COLFAX TOWNSHIP	PAYMENT ON SUMMER TAXES 04-501-029	011019	01/17/19	129.00	68529
			Total For Dept 000			135.00	
			Total For Fund 516 DELINQUENT TAX REVOLVING FUND			135.00	
Fund 532 TAX FORECLOSURE FUND							
Dept 253 COUNTY TREASURER	POSTAGE	TITLE CHECK LLC	2017 FORFEITURE TAX FEB MAILING	19FEBM-02	01/17/19	3,001.08	68634
532-253-730.00		BENZIE COUNTY REGISTRE	TO RECORD 7 REDEMPTIONS	010319	01/10/19	210.00	68354
532-253-800.00	CONTRACTED SERVICES - RE	TITLE CHECK LLC	1/12 OF 2016 TAX FORFEITURE CYCLE	1901-15	01/17/19	968.61	68634
532-253-801.00	CONTRACTED SERVICES	FIGURA, RICHARD	ODFELLOWS LAWSUIT /FORCLOSED PROP	BCT-410	01/10/19	538.00	68399
532-253-810.00	LEGAL FEES		Total For Dept 253 COUNTY TREASURER			4,717.69	
			Total For Fund 532 TAX FORECLOSURE FUND			4,717.69	
Fund 569 BUILDING AUTHORITY							
Dept 000							

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 569 BUILDING AUTHORITY							
Dept 000							
569-000-721.00	PER DIEM	CLARK, JAMES	PER DIEM FOR BUILDING AUTHORITY	010319	01/10/19	35.00	68378
569-000-721.00	PER DIEM	JOHNSON, JEFF	PER DIEM FOR BUILDING AUTHORITY	010319	01/10/19	35.00	68422
569-000-800.00	CONTRACTED SERVICES	MAY, SHARRON	SECRETARY FOR BUILDING AUTHORITY	010919BA	01/10/19	75.00	68436
569-000-860.00	TRAVEL	CLARK, JAMES	MILEAGE FOR 01/03/19	010319M	01/10/19	14.50	68378
569-000-860.00	TRAVEL	JOHNSON, JEFF	MILEAGE FOR 01/03/19	010319M	01/10/19	8.00	68422
569-000-860.00	TRAVEL	MAY, SHARRON	MILEAGE FOR BUILDING AUTHORITY MEE	010919M	01/10/19	5.23	68436
Total For Dept 000						172.73	
Total For Fund 569 BUILDING AUTHORITY						172.73	
Fund 701 GENERAL AGENCY FUND							
Dept 136 DISTRICT COURT							
701-136-214.01	DUE TO SHERIFF'S DEPT -	BENZIE COUNTY SHERIFF	DECEMBER 2018 OWI REIMB	01/03/2019	01/10/19	928.90	68358
701-136-221.01	DUE CITY FRANKFORT - OWI	CITY OF FRANKFORT	DECEMBER 2018 OWI REIMB	01/03/2019	01/10/19	126.00	68377
701-136-228.20	DUE STATE - DNR JUDGE	STATE OF MICHIGAN	DECEMBER 2018 FEE TRANSMITTAL	STDC1218	01/10/19	112.50	68472
701-136-228.30	DUE STATE - D. L. REINS	STATE OF MICHIGAN	DECEMBER 2018 FEE TRANSMITTAL	STDC1218	01/10/19	90.00	68472
701-136-228.37	DUE STATE - CRIME VICTIM	STATE OF MICHIGAN	DECEMBER 2018 FEE TRANSMITTAL	STDC1218	01/10/19	2,542.39	68472
701-136-228.42	DUE STATE - STATE COURT	STATE OF MICHIGAN	DECEMBER 2018 FEE TRANSMITTAL	STDC1218	01/10/19	180.00	68472
701-136-228.47	DUE STATE - OWI REIMBURS	STATE OF MICHIGAN	DECEMBER 2018 FEE TRANSMITTAL	STDC1218	01/10/19	200.00	68472
701-136-228.56	DUE STATE - EFILING FEE	STATE OF MICHIGAN	DECEMBER 2018 FEE TRANSMITTAL	STDC1218	01/10/19	365.00	68472
701-136-228.57	DUE STATE - STATE JURY	STATE OF MICHIGAN	DECEMBER 2018 FEE TRANSMITTAL	STDC1218	01/10/19	90.00	68472
701-136-228.58	DUE STATE - CIVIL FILING	STATE OF MICHIGAN	DECEMBER 2018 FEE TRANSMITTAL	STDC1218	01/10/19	1,435.00	68472
701-136-228.59	DUE STATE - JUSTICE SYST	STATE OF MICHIGAN	DECEMBER 2018 FEE TRANSMITTAL	STDC1218	01/10/19	3,855.63	68472
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	MORGAN	18-258-FY	01/10/19	200.00	68336
701-136-265.00	CASH BONDS PAYABLE	COLLINS, WILLIAM G	BOND RETURNED: COLLINS	18-409-FY	01/10/19	250.00	68380
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BOND APPLIED: REGALADO	18-432-ST	01/17/19	350.00	68502
701-136-265.00	CASH BONDS PAYABLE	FEL II, RONNIE STANL	BOND RETURN: FEL II	18-372-ST	01/17/19	100.00	68546
701-136-265.00	CASH BONDS PAYABLE	GATRELL, BRANDEN KYLE	BOND RETURN: GATRELL	18-399-ST	01/17/19	200.00	68548
701-136-271.00	RESTITUTIONS PAYABLE	BORAH, JEFF	RESTITUTION FROM THOMAS E SUMMER I	18-016-FY	01/10/19	10.00	68364
701-136-271.00	RESTITUTIONS PAYABLE	CENTRAL STATE BANK	RESTITUTION FROM TODD VOICE	18-107-FY	01/10/19	5.00	68371
701-136-271.00	RESTITUTIONS PAYABLE	CURTISS, SUSANNA	RESTITUTION FROM EDWARD MYSLIWIEC	18-410-SD	01/10/19	360.00	68386
701-136-271.00	RESTITUTIONS PAYABLE	LAVENDER, SALLY	RESTITUTION FROM JOSHUA LENTZ	18-344-SD	01/10/19	255.00	68431
701-136-271.00	RESTITUTIONS PAYABLE	MACKENZIE, VICKI	RESTITUTION FROM HEATHER MCPHERSON	18-069-SD	01/10/19	50.00	68432
701-136-271.00	RESTITUTIONS PAYABLE	ROHN, MICHAEL	RESTITUTION FROM ADAM WALTON	08-175-FY	01/10/19	50.00	68460
701-136-271.00	RESTITUTIONS PAYABLE	SLAUGHTER, SUZANNE	RESTITUTION FROM ALICIA LOVELY	15-038-ST	01/10/19	25.00	68466
701-136-271.00	RESTITUTIONS PAYABLE	STATE FARM INSURANCE	RESTITUTION W FORTINE #22014Q851	11-089-FD	01/10/19	40.00	68470
701-136-271.00	RESTITUTIONS PAYABLE	WILLIAMS, NEILAN	RESTITUTION FROM IVY JOSLIN	18-350-FY	01/10/19	45.00	68498
701-136-271.00	RESTITUTIONS PAYABLE	ZAYALA, LOTTIE	RESTITUTION FROM KRAIG HUMSTAD	17-139-SM	01/10/19	10.00	68501
701-136-271.00	RESTITUTIONS PAYABLE	CRYSTAL MOUNTAIN	RESTITUTION PAYMENT FROM MICHELLE	18-201-FY	01/17/19	20.00	68530
701-136-271.00	RESTITUTIONS PAYABLE	HOWAN, LYNN	RESTITUTION PAYMENT FROM JONATHAN	18-351-SM	01/17/19	90.00	68559
701-136-271.00	RESTITUTIONS PAYABLE	KEILEY, JENNIFER	RESTITUTION PAYMENT FROM ANGELA RO	18-348-SM	01/17/19	131.75	68578
701-136-271.00	RESTITUTIONS PAYABLE	MACKENZIE, VICKI	RESTITUTION PAYMENT FROM HEATHER M	18-069-SD	01/17/19	75.00	68588
701-136-271.00	RESTITUTIONS PAYABLE	MCKIDDIE, KYLE	RESTITUTION PAYMENT FROM CRYSTAL P	18-034-+FY	01/17/19	25.00	68594
701-136-271.00	RESTITUTIONS PAYABLE	SENA, JEFFREY	RESTITUTION PAYMENT FROM MARSHA PU	16-300-FY	01/17/19	225.00	68619
701-136-271.00	RESTITUTIONS PAYABLE	SLAUGHTER, SUZANNE	RESTITUTION PAYMENT FROM ALICIA LO	15-038-ST	01/17/19	11.22	68622
701-136-271.00	RESTITUTIONS PAYABLE	WILLIAMS, NEILAN	RESTITUTION PAYMENT FROM IVY JOSL	18-350-FY	01/17/19	26,000.00	68644
701-136-271.00	REFUNDS	ALDERMAN JR, TERRY LE	OVERPAYMENT	18-413-SI	01/10/19	55.00	68338
701-136-275.00	REFUNDS	ROSA, ANGELA RAE	OVERPAYMENT	18-348-SM	01/10/19	43.25	68462
701-136-275.00	REFUNDS	SCHWORM, HALEY LYNN	OVERPAYMENT	18-318-ST	01/10/19	10.00	68464
701-136-275.00	REFUNDS	WILLIAMS JR, HARVEY R	OVERPAYMENT	18-404-ST	01/10/19	215.00	68497
Total For Dept 136 DISTRICT COURT						38,776.64	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 701 GENERAL AGENCY FUND							
Dept 141 FRIEND OF THE COURT							
701-141-222.04	DUE MANISTEE - STATUTORY	MANISTEE COUNTY TREAS	FOC FEE COLLECTIONS/DECEMBER 2018	FEE COLLECTIONS	01/10/19	851.15	68434
701-141-222.05	DUE MANISTEE - PROCESSIN	MANISTEE COUNTY TREAS	FOC FEE COLLECTIONS/DECEMBER 2018	FEE COLLECTIONS	01/10/19	106.12	68434
			Total For Dept 141 FRIEND OF THE COURT			957.27	
Dept 148 PROBATE COURT							
701-148-228.06	DUE STATE - SHARED FEES	STATE OF MICHIGAN	DECEMBER 2018 FEE TRANSMITTAL	PC12/2018	01/10/19	182.17	68471
701-148-228.42	DUE STATE - GENERAL FEES	STATE OF MICHIGAN	DECEMBER 2018 FEE TRANSMITTAL	PC12/2018	01/10/19	120.00	68471
701-148-228.56	DUE STATE - EFILING FEE	STATE OF MICHIGAN	DECEMBER 2018 FEE TRANSMITTAL	PC12/2018	01/10/19	50.00	68471
701-148-228.58	DUE STATE - CIVIL FILING	STATE OF MICHIGAN	DECEMBER 2018 FEE TRANSMITTAL	PC12/2018	01/10/19	300.00	68471
			Total For Dept 148 PROBATE COURT			652.17	
Dept 215 COUNTY CLERK							
701-215-228.16	DUE STATE - PISTOL PERMI	STATE OF MICHIGAN (#3	CPL FOR DECEMBER 2018	551-530136	01/10/19	1,140.00	68473
701-215-265.00	CASH BONDS PAYABLE	JOSEPH WRIGHT SR	BOND MONEY RETURNED FOR JOSEPH WRI	18-2590-FH	01/17/19	450.00	68571
701-215-265.00	CASH BONDS PAYABLE	LISA YANSKI	BOND MONEY RETURNED FOR JULIAN HIL	18-2570-FC	01/17/19	900.00	68585
701-215-271.00	RESTITUTIONS PAYABLE	AMANDA CARPENTER	RESTITUTION FROM PATRICK KUHLMAN	13-2315-FH	01/10/19	25.00	68340
701-215-271.00	RESTITUTIONS PAYABLE	AMANDA CARPENTER	RESTITUTION FROM PATRICK KUHLMAN	13/2315-FH	01/10/19	25.00	68341
701-215-271.00	RESTITUTIONS PAYABLE	ELIZABETH MONAGHAN	RESTITUTION FROM DANIEL MONAGHAN	13-2315-FH	01/10/19	13.89	68342
701-215-271.00	RESTITUTIONS PAYABLE	TOM AND ROBIN LEE	RESTITUTION FROM DONALD MARSHALL	17-2520-FH	01/10/19	3,348.00	68397
701-215-271.00	RESTITUTIONS PAYABLE	JACOB VON BUSKIRK	RESTITUTION FROM CODY HALL	14-2364-FH	01/10/19	50.00	68479
701-215-271.00	RESTITUTIONS PAYABLE	JUDITH VICKERY	RESTITUTION FROM LUCAS BRIGHT	11-2233-FH	01/17/19	65.00	68565
701-215-271.00	RESTITUTIONS PAYABLE	RICHARD VETTER SR.	RESTITUTION FROM RODERICK BAKER	13-2328-FH	01/17/19	37.50	68613
701-215-271.00	RESTITUTIONS PAYABLE	SHAUNA STICKNEY	RESTITUTION FROM LUCAS BRIGHT	11-2233-FH	01/17/19	6.92	68621
701-215-271.00	RESTITUTIONS PAYABLE	TOM AND ROBIN LEE	RESTITUTION FROM DONALD MARSHALL	14-2364-FH	01/17/19	50.00	68635
701-215-271.00	RESTITUTIONS PAYABLE	TRAVERSE NARCOTICS TE	RESTITUTION FROM KYLE BARRINGER	17-2528-FH	01/17/19	10.00	68636
			Total For Dept 215 COUNTY CLERK			6,124.39	
Dept 253 COUNTY TREASURER							
701-253-274.17	SWAMP LAND	ALMIRA TOWNSHIP TREAS	SWAMPLAND PILT DISTRIBUTION	SWAMP18	01/10/19	11,476.91	68339
701-253-274.17	SWAMP LAND	BENZONIA TOWNSHIP TRE	SWAMPLAND PILT DISTRIBUTION	SWAMP18	01/10/19	429.29	68361
701-253-274.17	SWAMP LAND	BLAINE TOWNSHIP TREAS	SWAMPLAND PILT DISTRIBUTION	SWAMP18	01/10/19	24.41	68363
701-253-274.17	SWAMP LAND	COLFAX TOWNSHIP	SWAMPLAND PILT DISTRIBUTION	SWAMP18	01/10/19	23,711.65	68379
701-253-274.17	SWAMP LAND	CRYSTAL LAKE TOWNSHIP	SWAMPLAND PILT DISTRIBUTION	SWAMP18	01/10/19	15.35	68385
701-253-274.17	SWAMP LAND	GILMORE TOWNSHIP TREA	SWAMPLAND PILT DISTRIBUTION	SWAMP18	01/10/19	35.71	68400
701-253-274.17	SWAMP LAND	HOMESTEAD TOWNSHIP	SWAMPLAND PILT DISTRIBUTION	SWAMP18	01/10/19	9,509.53	68408
701-253-274.17	SWAMP LAND	INLAND TOWNSHIP TREAS	SWAMPLAND PILT DISTRIBUTION	SWAMP18	01/10/19	18,691.26	68417
701-253-274.17	SWAMP LAND	LAKE TOWNSHIP TREASUR	SWAMPLAND DISTRIBUTION	SWAMP18	01/10/19	531.51	68429
701-253-274.17	SWAMP LAND	PLATE TOWNSHIP TREAS	SWAMPLAND PILT DISTRIBUTION	SWAMP18	01/10/19	25,794.94	68457
701-253-274.17	SWAMP LAND	WELDON TOWNSHIP TREAS	SWAMPLAND PILT DISTRIBUTION	SWAMP18	01/10/19	31,147.60	68492
701-253-274.17	APPEALS/CHARGEBACKS/REFU	ANDREW J BOLANDER	2018 VA EXEMPTION VILLAGE	010319	01/10/19	855.63	68348
701-253-274.19	APPEALS/CHARGEBACKS/REFU	BENZIE COUNTY TREASUR	POVERTY EXT 12-502-024-10	010919	01/10/19	107.58	68359
701-253-274.19	APPEALS/CHARGEBACKS/REFU	BENZIE COUNTY TREASUR	2018 POVERTY EXPT 12-502-034-00	010919	01/10/19	264.70	68359
701-253-274.19	APPEALS/CHARGEBACKS/REFU	BETTY JOHNSON	2015/16/17 PRE REFUND	010319	01/10/19	203.06	68362
701-253-274.19	APPEALS/CHARGEBACKS/REFU	DANIEL J PERRY II	2017 PRE REFUND 05-001-293-00	010319	01/10/19	1,536.26	68387
701-253-274.19	APPEALS/CHARGEBACKS/REFU	DENNIS RODZIK	PRE REFUND 2017	010919	01/10/19	628.05	68393
701-253-274.19	APPEALS/CHARGEBACKS/REFU	GORDON ARMSTRONG	2017 PRE REFUND 07-004-018-40	010319	01/10/19	1,421.67	68401
701-253-274.19	APPEALS/CHARGEBACKS/REFU	JAMES SPIKER	PRE REFUND 2015/16/17 12-025-002-2	010919	01/10/19	2,641.96	68419
701-253-274.19	APPEALS/CHARGEBACKS/REFU	KEITH CARYL	2015/16/17 PRE REFUND 08-024-002-0	010319	01/10/19	225.35	68424
701-253-274.19	APPEALS/CHARGEBACKS/REFU	KOLON & DARLYN MOORE	2015/16/17 PRE REFUND 08-018-005-0	010319	01/10/19	507.24	68426
701-253-274.19	APPEALS/CHARGEBACKS/REFU	LARRY AND DEBRA BROWN	2016 PRE REFUND 11-016-011-30	010319	01/10/19	620.62	68430
701-253-274.19	APPEALS/CHARGEBACKS/REFU	MARK AND TAMMY HENISE	DBOR VA EXEMPT FOR 2018 VILLAGE	010319	01/10/19	130.36	68435
701-253-274.19	APPEALS/CHARGEBACKS/REFU	BENZIE COUNTY TREASUR	TV CHG 2017/2012/2011 BILLING FOR	011519	01/17/19	1,150.33	68516

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 701 GENERAL AGENCY FUND							
Dept 253 COUNTY TREASURER							
701-253-274.19	APPEALS/CHARGEBACKS/REFU	DENISE AND DUANE INGR	TV CHG 2004 THRU 2010 REFUND 04-03	011519	01/17/19	2,751.29	68536
701-253-274.19	APPEALS/CHARGEBACKS/REFU	SUSANNE E GLYNN	PRE REFUND 51-010-116-00	011619	01/17/19	1,946.02	68629
701-253-275.00	TAX OVERPAYMENTS/REFUNDS	CHRISTY BROW	OVERPAYMENT ON DOG LICENSE	010319	01/10/19	15.00	68374
701-253-275.00	TAX OVERPAYMENTS/REFUNDS	INLAND TOWNSHIP TREAS	SUMMER TAX PAYMENT REID - 08-085-0	011419	01/17/19	957.24	68561
			Total For Dept 253 COUNTY TREASURER			137,330.52	
Dept 301 SHERIFF							
701-301-228.16	DUE STATE - FINGER PRINT	MICHIGAN STATE POLICE	LIVE SCAN DEC 2018	551-530486	01/10/19	124.75	68439
701-301-228.63	DUE STATE - SEX OFFENDER	MICHIGAN STATE POLICE	SOR DEC 2018	551-530189	01/10/19	30.00	68439
			Total For Dept 301 SHERIFF			154.75	
			Total For Fund 701 GENERAL AGENCY FUND			183,995.74	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
Fund Totals:						
			Fund 101 GENERAL FUND			103,176.10
			Fund 205 TNT OFFICER MILLAGE FUND			395.35
			Fund 206 SHERIFF'S K-9 FUND			46.99
			Fund 209 SCHOOL RESOURCE OFFICER			2,222.12
			Fund 213 JAIL OPERATIONS FUND			18,723.03
			Fund 214 EMERGENCY MEDICAL SERVICES			18,925.63
			Fund 228 SOLID WASTE/RECYCLING FUND			14,220.27
			Fund 231 SOIL EROSION (SESSC) FUND			3,900.00
			Fund 247 ANIMAL CONTROL FUND			8,622.22
			Fund 249 BUILDING DEPARTMENT FUND			91,059.48
			Fund 261 911 EMERGENCY SERVICE FUND			1,435.74
			Fund 269 LAW LIBRARY FUND			2,118.52
			Fund 276 COMMISSION ON AGING MILLAGE			89,751.52
			Fund 284 REVENUE SHARING RESERVE FUN			600.00
			Fund 292 CHILD CARE FUND			18,254.97
			Fund 293 VETERAN'S RELIEF FUND			2,571.73
			Fund 295 VETERAN'S MEMORIAL FUND			1,283.00
			Fund 425 EQUIPMENT REPLACEMENT FUND			12,955.96
			Fund 516 DELINQUENT TAX REVOLVING FU			135.00
			Fund 532 TAX FORECLOSURE FUND			4,717.69
			Fund 569 BUILDING AUTHORITY			172.73
			Fund 701 GENERAL AGENCY FUND			183,995.74
Total For All Funds:						579,283.79

BENZIE COUNTY
REVENUE AND EXPENDITURE REPORT-GENERAL FUND
FOR THE QUARTER ENDING 12/31/18

	DESCRIPTION	QTR ENDING	2018-19	% BUDGET	PRIOR YEAR COMPARISON	
		12/31/18	AMENDED BUDGET	USED	QTR ENDING 12/31/17	VARIANCE
Revenues:						
	Board of Commissioners	\$0	\$0	#DIV/0!	\$22	(\$22)
	Circuit Court	9,690	37,535	25.8%	11,279	(1,589)
	District Court	46,259	356,167	13.0%	38,330	7,930
	Friend of the Court	4,528	22,225	20.4%	4,589	(61)
	Juvenile Division	18	28,917	0.1%	49	(31)
	Probate Court	42,844	0	#DIV/0!	25,473	17,371
	Administrator	86	33,913	0.3%	0	86
	County Clerk	5,070	19,670	25.8%	4,908	162
	County Treasurer	161,327	5,482,265	2.9%	230,855	(69,528)
	Equalization Department	579	2,100	27.6%	402	177
	Elections	12	13,000	0.1%	1,159	(1,146)
	Building & Grounds	400	44,900	0.9%	400	0
	Legal & Contracted Services	0	0	#DIV/0!	0	0
	Prosecuting Attorney	13,986	70,000	20.0%	0	13,986
	Register of Deeds	78,734	312,425	25.2%	89,465	(10,732)
	Sheriff	1,471	36,866	4.0%	1,790	(319)
	Medical Marijuana Operations	0	0	#DIV/0!	0	0
	Secondary Road Patrol	0	29,299	0.0%	0	0
	Zero Tolerance Bailiff	3,576	17,000	21.0%	1,889	1,687
	Emergency Management	2,071	19,500	10.6%	16,474	(14,404)
	Medical Examiner	1,160	4,000	29.0%	1,045	115
	Insurance & Bonds	0	37,000	0.0%	1,946	(1,946)
	Medical Insurance	7,265	18,600	39.1%	9,759	(2,494)
	Workers Compensation Insurance	27,404	22,000	124.6%	25,482	1,922
	Budgeted Use of Fund Balance	0	55,690	0.0%	0	0
TOTAL REVENUES		\$406,480	\$6,663,072	6.1%	465,314	(\$58,834)
Expenditures:						
	Board of Commissioners	28,635	99,300	28.8%	14,992	(13,643)
	Circuit Court	57,032	408,502	14.0%	83,104	26,072
	District Court	56,602	496,196	11.4%	60,103	3,501
	Friend of the Court	9,143	141,425	6.5%	26,332	17,189
	Juvenile Division	16,053	56,402	28.5%	12,595	(3,458)
	Probate Court	49,201	0	#DIV/0!	54,353	5,153
	Administrator	62,459	208,441	30.0%	27,925	(34,534)
	County Clerk	45,112	203,848	22.1%	42,444	(2,669)
	County Treasurer	36,091	154,806	23.3%	35,609	(482)
	Equalization Department	34,497	151,653	22.7%	36,147	1,650
	MSU Extension	12,106	54,338	22.3%	23,022	10,916
	Elections	28,998	46,900	61.8%	548	(28,450)
	Building & Grounds	45,753	249,115	18.4%	57,568	11,815
	Legal & Contracted Services	13,135	157,500	8.3%	28,731	15,596
	Prosecuting Attorney	54,041	253,754	21.3%	52,363	(1,678)
	Register of Deeds	31,487	148,333	21.2%	29,996	(1,492)
	Drain Commission	1,845	9,250	19.9%	1,193	(653)
	Surveyor	0	2,000	0.0%	0	0
	Plat Board	0	250	0.0%	0	0
	Central Services	11,198	54,500	20.5%	14,832	3,634
	Technology Support	11,387	59,000	19.3%	24,616	13,228
	Sheriff	211,009	894,839	23.6%	253,429	42,420
	Secondary Road Patrol	14,306	62,336	23.0%	15,577	1,270
	Zero Tolerance Bailiff	10,632	44,036	24.1%	9,799	(834)
	Emergency Management	17,280	69,738	24.8%	14,570	(2,710)
	Health Department	116,142	233,284	49.8%	56,276	(59,867)
	Medical Examiner	19,617	44,100	44.5%	11,447	(8,170)
	Mental Health	78,122	167,175	46.7%	76,403	(1,720)
	DHHS Board	226	5,000	4.5%	258	32
	Planning Department	817	11,750	7.0%	324	(494)
	Intergovernmental	0	52,914	0.0%	15,184	15,184
	Parks & Recreation	810	17,100	4.7%	649	(161)
	Insurance & Bonds	10,398	126,601	8.2%	4,690	(5,707)
	Medical Insurance	176,258	712,200	24.7%	155,919	(20,339)
	Retirement-County Share	76,763	440,220	17.4%	30,863	(45,900)
	Social Security/Medicare	38,839	169,702	22.9%	36,343	(2,497)
	Unemployment/Workers Comp	7,994	52,000	15.4%	28,134	20,140
	Tax Tribunal Refunds Ordered	306	2,500	12.2%	771	465
	Transfer Out	168,500	582,482	28.9%	62,000	(106,500)
TOTAL EXPENDITURES		\$1,552,796	\$6,643,490	23.4%	\$1,399,107	(\$153,689)
SUMMARY:						
TOTAL REVENUES		\$406,480	\$6,663,072	6.10%	\$465,314	(\$58,834)
TOTAL EXPENDITURES		1,552,796	6,643,490	23.37%	1,399,107	(153,689)
NET REVENUES & EXPENDITURES		(\$1,146,316)	\$19,582	-5853.93%	(\$933,793)	(\$212,523)

RECEIVED

JAN 16 2019

DAWN OLNEY
 BENZIE COUNTY CLERK
 BEULAH, MI 49617

BENZIE COUNTY
Millage Funded
For the Quarter Ended 12/31/18

	DESCRIPTION	QUARTER ENDED 12/31/18	2018/19 AMENDED BUDGET	% BUDGET USED	PRIOR YEAR COMPARISON		
					QTR ENDED 12/31/17	VARIANCE	
Revenues:							
	Benzie County Road Commission	\$1,381,382	\$0	#DIV/0!	\$634,537	\$746,845	State Grant \$587k
	TNT Officer Millage Fund	19,991	168,606	11.9%	17,007	2,983	
	Jail Operations Fund	336,151	1,565,990	21.5%	164,776	171,375	Transfer in \$150k
	EMS Fund	395,245	1,978,858	20.0%	481,315	(86,070)	EMS Fees
	Animal Control	25,186	169,678	14.8%	34,274	(9,088)	Donations
	COA/Benzie Senior Resources	164,663	1,070,676	15.4%	140,300	24,362	Prop tax
	Veterans Relief Fund	7,775	56,000	13.9%	8,589	(814)	
	Maples Debt/Millage Fund	123,692	1,005,000	12.3%	109,032	14,660	Prop tax
	Medical Care Facility Fund	2,429,954	8,000,000	30.4%	1,986,129	443,825	Charge for services
TOTAL REVENUES		\$4,884,037	\$14,014,808	34.8%	\$3,575,959	\$1,308,078	
Expenditures:							
	Benzie County Road Commission	1,719,702	0	#DIV/0!	1,918,973	199,271	Contracted services
	TNT Officer Millage Fund	60,659	168,606	36.0%	24,629	(36,030)	Vehicle
	Jail Operations Fund	370,130	1,565,990	23.6%	321,101	(49,029)	Utilities 9/Uniforms 8/MERS 7
	EMS Fund	307,634	1,924,669	16.0%	338,028	30,394	
	Animal Control	45,882	169,178	27.1%	52,987	7,105	insurance
	COA/Benzie Senior Resources	271,215	1,070,676	25.3%	257,653	(13,563)	Contracted services
	Veterans Relief Fund	3,498	56,000	6.2%	2,544	(953)	
	Maples Debt/Millage Fund	80,056	1,005,000	8.0%	200,138	120,082	Transfer out
	Medical Care Facility Fund	2,219,618	8,000,000	27.7%	2,179,419	(40,199)	Contracted services
TOTAL EXPENDITURES		\$5,078,395	\$13,960,119	36.4%	5,295,472	217,078	
SUMMARY:							
TOTAL REVENUES		\$4,884,037	\$14,014,808	34.85%	\$3,575,959	\$1,308,078	
TOTAL EXPENDITURES		5,078,395	13,960,119	36.38%	5,295,472	217,078	
NET REVENUES & EXPENDITURES		(\$194,357)	\$54,689	-355.39%	(\$1,719,513)	\$1,525,156	

	2018/19 Millage Per L-4029	Expenditures	Variance
Benzie County Road Commission	\$1,258,482	\$0	\$1,258,482
TNT Officer Millage Fund	124,086	168,606	(44,520)
Jail Operations Fund	1,112,624	1,565,990	(453,366)
EMS Fund	995,459	1,924,669	(929,210)
Animal Control	122,954	169,178	(46,224)
COA/Benzie Senior Resources	1,064,676	1,070,676	(6,000)
Veterans Relief Fund	50,339	56,000	(5,661)
Maples Debt/Millage Fund	799,136	1,005,000	(205,864)
Medical Care Facility Fund	454,060	8,000,000	(7,545,940)

BENZIE COUNTY
REVENUE AND EXPENDITURE REPORT-OTHER FUNDS
For The Quarter Ending 12/31/18

	DESCRIPTION	QUARTER ENDED 12/31/18	2018/19 AMENDED BUDGET	% BUDGET USED	PRIOR YEAR COMPARISON		
					QUARTER ENDED 12/31/17	VARIANCE	
Revenues:							
	Benzie Leelanau District Health Dept	\$836,096	\$0	#DIV/0!	\$593,218	\$242,878	Charge for services
	Solid Waste/Recycling Fund	49,060	322,500	15.2%	37,767	11,293	Surcharge
	Building Department Fund	94,630	293,000	32.3%	80,768	13,862	Permit fees
	Child Care Fund	31,151	340,155	9.2%	48,102	(16,951)	Transfer in
	Government Center Addition Debt Fund	27,225	108,902	25.0%	27,225	0	
	Jail Reserve Fund	183	62,127	0.3%	4,240	(4,057)	
	Capital Improvement Fund	0	165,000	0.0%	0	0	
	MCF Renovations Fund	80,000	489,600	16.3%	200,000	(120,000)	Transfer in
	Equipment Replacement Fund	18,750	136,047	13.8%	1,674	17,076	Contributions-Emergency Mgmt
	Delinquent Tax Revolving Fund	51,224	351,020	14.6%	45,320	5,904	
	Tax Foreclosure Fund	9,655	317,000	3.0%	15,384	(5,729)	
	Medical Care Facility Fund	2,429,954	8,000,000	30.4%	1,986,129	443,825	Charge for services
TOTAL REVENUES		\$3,627,928	\$10,585,350	34.3%	\$3,039,826	\$588,102	
Expenditures:							
	Benzie Leelanau District Health Dept	724,141	0	#DIV/0!	613,659	(110,483)	Contracted services
	Solid Waste/Recycling Fund	55,887	313,483	17.8%	19,100	(36,787)	Contracted services
	Building Department Fund	94,648	271,802	34.8%	89,733	(4,915)	Invoices not in until January
	Child Care Fund	60,229	337,929	17.8%	55,310	(4,919)	
	Government Center Addition Debt Fund	0	108,902	0.0%	175	175	
	Jail Reserve Fund	33,560	62,127	54.0%	4,433	(29,127)	
	Capital Improvement Fund	12,252	165,000	7.4%	0	(12,252)	
	MCF Renovations Fund	112,685	489,600	23.0%	267,235	154,549	Project expenses
	Equipment Replacement Fund	4,314	142,047	3.0%	68,618	64,304	
	Delinquent Tax Revolving Fund	0	351,020	0.0%	39	39	
	Tax Foreclosure Fund	7,770	317,000	2.5%	4,754	(3,016)	
	Medical Care Facility Fund	2,219,618	8,000,000	27.7%	2,179,419	(40,199)	Contracted services
		\$3,325,104	\$10,558,909	31.5%	3,302,474	(22,630)	
SUMMARY:							
TOTAL REVENUES		\$3,627,928	\$10,585,350	34.3%	\$3,039,826	\$588,102	
TOTAL EXPENDITURES		3,325,104	10,558,909	31.5%	3,302,474	(22,630)	
NET REVENUES & EXPENDITURES		\$302,823	\$26,441	1145.3%	(\$262,648)	\$565,472	

Committee Of The Whole

**THE BENZIE COUNTY BOARD OF COMMISSIONERS
COMMITTEE OF THE WHOLE
January 8, 2019**

The Benzie County Board of Commissioners met as a Committee of the Whole on Tuesday, January 8, 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 (by phone), Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke

The Pledge of Allegiance was recited.

Agenda:

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

Minutes:

Motion by Jeannot, seconded by Roelofs, to approve the Committee of the Whole minutes of December 18, 2018 as presented. Ayes: Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

1:31 p.m. Public Input – None

Dan Smith:

- a. Controllor board amendment: **Motion by Jeannot, seconded by Roelofs, to recommend to the Board of Commissioners to approve repairs in the amount of \$1,450.00 for the control board for boiler at the jail. Ayes: Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.**

Budget Amendment: Motion by Sauer, seconded by Roelofs, to recommend to the Board of Commissioners to amend the 2018-19 budget for fund 371 as follows:

Increase:

371-000-970.00	Capital Outlay – Equipment	\$1,450.00
-----------------------	-----------------------------------	-------------------

Decrease:

371-000-691.00	Budgeted Use of Fund Balance	\$1,450.00
-----------------------	-------------------------------------	-------------------

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

- b. Contract with FasPsych, LLC: **Motion by Jeannot, seconded by Sauer, to recommend to the Board of Commissioners to enter into contract with FasPsych LLC Placement Agreement as presented. Ayes: Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.**

FOC – Connie Krusniak, just information sharing: Pat Heins, Court Administrator, appeared for Ms. Krusniak -- She stated that the FOC office space is very tight; they use IRS tax returns, so they need to comply with IRS regulations. They will be purchasing a rolling filing cabinet system that will lock together; will be paid for with FOC funds. They will never scan into a digital system.

Set calendar/time for meetings this year: **Motion by Jeannot, seconded by Sauer, to recommend to the Board of Commissioners 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.**

1:57 p.m. Public Input – None

Motion by Roelofs, seconded by Sauer, to adjourn at 1:57 p.m. Ayes: Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

Evan Warsecke, Chair (COTW)

Dawn Olney, Benzie County Clerk

Motion by _____, seconded by _____, 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.



Proposal



3801 Rennie School Road
Traverse City, MI. 49685
231-943-7916

Date: 12/20/2018

Customer Name: Benzle County Sheriff
Site Address: 505 Michigan Ave.
City, State Zip: Beulah, MI 49617

Lochinvar
FBN1251
1731106977364

We hereby Submit Specifications and Estimates for the following:

Scope of work to be completed:	Total
Install control board on Lochinvar boiler and test for proper operation.	\$1,450
*Failed control board was not diagnosed by Sheren. If installation doesn't repair problem, further troubleshooting to be completed Time and Material.	

Notes to Proposal

Terms: Net 30 Days

Past due accounts will be charged 1 1/2% service charge per month

Signed: _____

Date: _____

BUDGET AMENDMENT REQUEST

DATE: 1/3/2018

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

Account to be Increased:

Line Number	Account Name	Amount
371-000-970.00	Capital Outlay - Equipment	\$ 1,450.00

Total \$ 1,450.00

Account to be Decreased:

Line Number	Account Name	Amount
371-000-691.00	Budgeted Use of Fund Balance - Jail	\$ 1,450.00

Total \$ 1,450.00

SIGNED:


Dan Smith, Jail Administrator

FASPSYCH, LLC PLACEMENT AGREEMENT

This Placement Agreement ("Agreement") is entered into on November 6, 2018 and is between FasPsych, LLC ("FasPsych"), with its principal place of business located at Ventura Gateway, 8687 E. Via de Ventura, #310, Scottsdale, AZ 85258, and Benzie County Jail ("Organization") with its principal place of business located at, 505 South Michigan Avenue, Beulah, MI 49617 and shall be effective February 1, 2019.

RECITALS

Whereas, Organization is an entity authorized to provide behavioral health services to Eligible Persons.

Whereas, Eligible Persons are persons receiving behavioral health care at Organization, who Organization:

- has deemed eligible to receive psychiatric services;
- has determined are appropriate candidates to receive these services via interactive televideo communication.

Whereas, FasPsych can supply appropriately licensed practitioners to deliver Psychiatric Services to Eligible Persons.

Whereas, Psychiatric Services are defined in *EXHIBIT A - STATEMENT OF WORK & ASSOCIATED RATES*.

Whereas, Supplied Personnel refers to a psychiatrist and/or an advanced practice registered nurse (APRN) who specializes in providing psychiatric services.

Whereas, Organization wishes to retain FasPsych to supply personnel to provide Psychiatric Services to Eligible Persons.

Whereas, Agreement is a document between two parties outlining reciprocal legal rights and duties as to particular actions or obligations.

Now, therefore, Organization and FasPsych agree as follows:

I. Scope of Services

FasPsych, through its pool of independently contracted practitioners, will provide Organization with Supplied Personnel, to provide Psychiatric Services in accordance with the scope and rates included in *EXHIBIT A - STATEMENT OF WORK & ASSOCIATED RATES*.

II. FasPsych Obligations

- A. Acquire and maintain the interactive televideo communication equipment and/or software used on FasPsych premises and require the equipment and/or software used offsite by Supplied Personnel to be in working order.
- B. Provide Organization with access to, and use of, video conferencing software licenses for purposes of enabling Supplied Personnel to provide Psychiatric Services to Eligible Persons. Access to, and use of, software licenses is contingent upon FasPsych Supplied Personnel being placed with Organization.

Licenses will be provided to Organization at no cost, and the number of licenses provided will be proportional to the number of:

1. Supplied Personnel placed with Organization; and
 2. Sites Supplied Personnel will serve.
- C. Require and/or maintain medical malpractice liability insurance for Supplied Personnel (\$1,000,000/\$3,000,000 minimum limits), with Benzie County added as an additional insured, either through FasPsych's carrier or through the carrier of Supplied Personnel if individual coverage has been previously secured.
 - D. Require Supplied Personnel to be properly licensed; possess a National Identification (NPI) number; and to have/obtain a DEA registration with a practice address reflecting the state(s) in which controlled substances will be prescribed.

- E. Require Supplied Personnel to provide references and copies of applicable documents such as diplomas, licenses, certifications, registrations, certificates of insurance, or other information required for purposes of credentialing and privileging Supplied Personnel with Organization.
- F. Require Supplied Personnel to complete the applications for registration, and/or credentialing and privileging, with Organization's payers such as: Medicaid, Medicare, and private health plans.
- G. Require Supplied Personnel to comply with Organization's policies, procedures and protocols; administrative expectations, and performing clinical duties.
- H. Require Supplied Personnel to adhere to the chain of command in place at Organization (e.g. to report to Organization's medical director or chief clinical officer).
- I. Require Supplied Personnel to perform Psychiatric Services in accordance with *EXHIBIT A - STATEMENT OF WORK & ASSOCIATED RATES*.
- J. Require Supplied Personnel to document work in the manner required by, and within the timeframes determined by, Organization (e.g. computerized practitioner order entry (CPOE) system, electronic medical record (EMR), hand write and scan/fax back, dictate; documentation must be completed within 24 hours of service, etc.)
- K. Require Supplied Personnel to prescribe medication in the manner required by Organization (e.g. electronic prescribing (e-Rx); using tamper-resistant paper/script pad when prescribing controlled substances; mailing schedule II meds; calling in prescriptions, etc.)
- L. Require Supplied Personnel to participate in the quality management and/or performance improvement initiatives (including corrective action plans) as requested by Organization.
- M. At Organization's request, and only if clinically appropriate, require Supplied Personnel to conduct consultations/appointments via telephone should the telepsychiatry equipment be rendered temporarily inoperable.
- N. Assist designated Organization personnel to ensure Supplied Personnel can connect to, and maintain a connection to Organization via:
 - 1. Video (teleconferencing equipment and/or web-based applications, and/or software)
 - 2. Audio (video and/or telephone)
 - 3. Secure VPN or terminal service connection (EMR, e-Rx, email)

III. **Organization Obligations**

- A. Organization will exercise independent judgment as to Supplied Personnel's qualifications and competency to perform services.
- B. Organization is responsible for credentialing and privileging Supplied Personnel for purposes of providing services to Eligible Persons. If personnel are not registered and/or credentialed and privileged with the Organization's payers, Organization will provide and submit the necessary applications on behalf of Supplied Personnel to their payer source for processing. FasPsych will assist Organization in terms of facilitating this process.
- C. If applicable, Organization will incur the cost of license(s) for Supplied Personnel to utilize one or more of the following: EMR, e-Rx application, CPOE system.
- D. If Organization utilizes an EMR or software that has been electronic prescription of controlled substances (ePCS)-certified, FasPsych Supplied Personnel will electronically prescribe benzodiazepines and stimulants when clinically indicated.

If Organization does not utilize ePCS-certified software, most states require the use of tamper-resistant paper or prescription pads when writing a prescription for a controlled substance. If tamper-resistant pads/paper must be used, Organization is responsible for ordering and shipping these items directly to Supplied Personnel. Practitioner addresses will be provided to Organization for this purpose. Prescription pads should include the clinic address(es), phone numbers and all other required elements

If ePCS-certified software is not in use, by law, written prescriptions for Schedule II controlled substances (e.g. stimulants), must contain the practitioner's original signature. Supplied Personnel will utilize non-priority, U.S. Mail to mail prescriptions to the Organization at no cost to Organization. Alternatively, if Organization requires/requests prescriptions (or other documentation) to be mailed overnight via U.S. mail or another shipping company, Organization agrees to assume all related costs. FasPsych will invoice Organization monthly.

Once received, Organization is responsible for distributing hard copy prescriptions for Schedule II Controlled Substances containing the practitioner's original signature to patients for purposes of filling their prescriptions.

- E. To ensure clinical coverage, FasPsych must arrange for Supplied Personnel to be available to Organization during prescheduled hours. Therefore, FasPsych will bill Organization for all pre-scheduled hours regardless of whether all scheduled services were rendered. For example, if several patients no-show for their appointments or the Organization fails to schedule patients when the practitioner is pre-scheduled to provide coverage, Organization will still be billed for all pre-scheduled block hours.
- F. Organization shall compensate FasPsych for time Supplied Personnel spend in training/orientation required by Organization. This includes any training needed to perform documentation functions in an EMR if one is utilized. Supplied Personnel will be responsible for obtaining and paying for, training required to maintain professional licensure/certification.
- G. Organization shall provide FasPsych Supplied Personnel with access to all applicable policies, procedures, protocols, formularies and clinical guidance documents. Organization staff shall educate and/or train FasPsych Supplied Personnel on any material deemed necessary to perform both the duties of their position and to function within the Organization's environment as required by Organization. Education and or/training of Supplied Personnel shall include, but should not be limited to, how to utilize Organization's EMR/CPOE system/e-Rx application when applicable.

Training will be scheduled prior to service delivery or on the first day Supplied Personnel is scheduled with Organization.

Once FasPsych IT staff has verified that Supplied Personnel can connect to Organization's EMR/CPOE system/e-Rx application (via remote access or via web-based platform), Organization staff will provide training directly to Supplied Personnel.

- H. Organization will provide FasPsych information outlining Organization's performance standards and required performance thresholds including, but not limited to,
 - 1. The number of psychiatric evaluations and/or medication management appointments Organization will schedule Supplied Personnel to perform on an hourly or per diem basis (e.g. three 20-minute medication checks or one 60-minute evaluation per hour).
 - 2. Expectations related to timeliness of documentation (e.g. notes must be entered within 24 hours of seeing patient etc.)

Supplied Personnel will complete and submit clinical documentation to Organization in a timely manner. Organization agrees to monitor data validation and immediately inform Supplied Personnel and FasPsych of any deficiencies. FasPsych is not be responsible for requiring Supplied Personnel to correct any deficiency reported more than 45 days after the date of service. If Organization fails to provide performance data on a regular and timely basis, Supplied Personnel cannot be expected to improve deficiencies should they occur.

- I. FasPsych requests that Organization provide additional performance related information as outlined in *EXHIBIT C- PRACTITIONER PERFORMANCE SURVEY* to Supplied Personnel and to FasPsych on a quarterly basis. Additionally, Organization will inform Supplied Personnel directly if he or she is not performing as expected. If, after directly communicating concerns and expected actions, Supplied Personnel fails to remedy expressed concern(s), Organization will inform FasPsych. FasPsych will work with both parties to develop a plan of correction suitable to both parties, and which may ultimately result in replacement of Supplied Personnel.

IV. Video Products and Connections

A. Platform Neutrality

FasPsych is not associated with any brand of equipment, software product, or vendor. Upon request, FasPsych can provide Organization with information about numerous products and/or vendors however, Organization must ultimately determine what to use. FasPsych Supplied Personnel will provide services via Organization's platform of choice.

B. Temporary Failure

If Supplied Personnel is providing services via interactive televideo communication, in the event a video connection between Supplied Personnel and Organization is lost, FasPsych recommends implementing the following protocol:

1. Organization's IT staff will contact a FasPsych IT Support Specialist to report the problem;
2. IT support staff from both agencies will work together to diagnose the problem and repair the connection;
3. If the connection cannot be restored within 5 minutes, Organization staff will ask the service recipient if they would prefer to:
 - a. Wait another 10 minutes to see if the connection is restored,
 - b. Finish the appointment by telephone, or
 - c. Reschedule their appointment,
4. If Organization staff would like to finish by telephone, Supplied Personnel will do so, when clinically appropriate. Organization understands that services provided via telephone may not be reimbursable depending upon payer source.
5. If after waiting an additional 10 minutes the connection has not been restored, or if completing the session via telephone is not clinically appropriate, the appointment will be rescheduled.
6. If the connection has not been restored within 15 minutes, an alternative system and/or site will be utilized if possible (e.g. service recipient seen in another room or Supplied Personnel will move to another location and try to reconnect).
7. If no other systems are available, functioning or appropriate, or if there is a network transmission failure, Organization will consult with the Supplied Personnel by phone to determine whether it is clinically appropriate and possible to conduct any of the remaining scheduled appointments/ consults via telephone, or if all remaining appointments must be rescheduled.
8. If patients scheduled for the day require refills on medication(s), Organization may ask Supplied Personnel to bridge the patient's medication(s) until their next scheduled appointment. Supplied Personnel will honor staff requests, if clinically appropriate.
9. If the transmission failure is determined to be due to a network outage rather than equipment failure, IT support staff located at the failure site will immediately contact their telecommunications provider to request service.

V. Compliance Provisions

FasPsych and their Supplied Personnel will cooperate with all audits, surveys, reviews, and inspections as requested by Organization or other regulatory entity.

A At any time during the term of this Agreement, FasPsych shall fully cooperate with financial, program, or service reviews conducted by Organization or other regulatory entities. FasPsych will endeavor to provide:

1. Access to Supplied Personnel
2. Access to, inspection and reproduction of books and records related to the performance of the Agreement.

Supplied Personnel will not provide copies of any clinical documentation as all documentation is incorporated into the patient's medical record, which is maintained at or by the Organization.

B. Organization attests to being familiar with the terms, conditions, and requirements of each payer source relating to the ability to be reimbursed for services provided via interactive televideo communication. Organization also attests to familiarity with applicable state and federal laws presently in effect or hereinafter enacted, and all terms and conditions of the policies and procedures to provide and be reimbursed for covered behavioral health services. Organization retains responsibility for monitoring Supplied Personnel in terms of adherence to standard practice guidelines and regulatory requirements and for obtaining reimbursement through third-party payers. Telemedicine is a rapidly changing field therefore; regulations may be amended, revised, or repealed with some frequency.

VI. Price and Payment Terms

Organization shall pay FasPsych a fixed dollar amount for services rendered to Eligible Persons by Supplied Personnel. Associated rates may include but are not limited to the following: per hour, per diem, per evaluation, per shift, per call. Organization shall remunerate FasPsych within fifteen (15) days following receipt of electronic invoice. Invoices will include the date(s) and duration of services provided.

A The fee schedule in *EXHIBIT A - STATEMENT OF WORK & ASSOCIATED RATES* contains the reimbursement rates related to compensation for services rendered under this Agreement.

B. Please see *EXHIBIT B - TELEMEDICINE SERVICE CODES* for a list of service codes typically used by Organizations when billing for services when provided via telepsychiatry. Codes used will be determined by Organization and will be dependent upon which services are reimbursable by Medicaid, Medicare and/or additional third-party payers. Payment to FasPsych shall be due as provided hereunder regardless of whether Organization is reimbursed for the services provided by Supplied Personnel.

C. Any payment received from Organization after 30 60 calendar days from date of electronic invoice will be deemed late and is subject to a finance charge of 1.5% per month.

D. The contracted rates will increase by 2% annually on the anniversary of the effective date.

E. Calls to Supplied Personnel initiated by Organization staff and made outside of regularly scheduled hours should be reserved for urgent patient matters (e.g. adverse medication reactions). Less urgent matters may be communicated via email or when Supplied Personnel is available via video. If Supplied Personnel reports that the frequency of non-urgent calls becomes problematic, FasPsych reserves the right to charge Organization a fee of \$25.00 per call. If Supplied Personnel is providing on-call coverage or remote medical director services, this fee shall not apply.

VII. Relation of Parties

A The Supplied Personnel are Independent Contractors of FasPsych. As such, the Independent Contractor retains responsibilities for withholding of applicable local, state, or federal taxes and is not entitled to payment for Worker's Compensation. FasPsych will indemnify Organization against any claims made or brought by personnel, government, or taxing authority relating to such payments or withholdings for Supplied Personnel.

B. The performance by FasPsych of its duties and obligations under this Agreement will be that of a Contractor, and nothing herein shall create or imply an agency relationship between FasPsych and Organization, nor will this Agreement be deemed to constitute a joint venture or partnership between the Parties.

- C. FasPsych shall neither control nor direct Supplied Personnel in the way they render the clinical services provided hereunder. Supplied Personnel do not represent FasPsych and shall perform independently. Organization's Medical Director or Clinical Director shall communicate directly with Supplied Personnel regarding both clinical and administrative expectations and performance.
- D. When applicable, Organization shall provide access to a psychiatrist for purposes of establishing a supervisory and/or collaborative relationship with mid-level practitioners when required by state, federal or Organization regulations. If documentation of supervisory/collaborative activities is required by Organization or other entity, it will be directly submitted to Organization by the psychiatrist or mid-level practitioner in accordance with established requirements and/or regulations.

I. Term and Termination

Organization agrees to purchase services on a Pro Re Nata (PRN) basis. Either party may terminate this Agreement without cause upon giving 30 days' notice to the other party. Notice may be given as outlined in Section XXI, Notices. Should Organization, at a future date, purchase eight (8) or more hours per week of ongoing coverage, Organization will provide FasPsych with 90 days' notice prior to decreasing the number of hours purchased and 180 days' notice prior to terminating this Agreement without cause. Notice may be given as outlined in Section XXI, Notices.

Unless terminated as provided herein, this Agreement will be an "Evergreen" Agreement and will automatically renew each year on the anniversary of the initial effective date. In the event of termination without cause, Organization agrees to pay FasPsych for all Psychiatric/Behavioral Health Services provided up to the date of termination. Either party may terminate this agreement for material breach, provided, however, that the terminating party has given the other party, at least 21 days' notice of, and the opportunity, to cure the breach. Termination for breach will not preclude the terminating party from exercising any other remedies for breach. Notices must be in writing; both electronic mail and hand-written letters are acceptable. If either party terminates this Agreement without cause, FasPsych may continue to provide, and be remunerated for, psychiatric services up to the date of termination. The parties agree that Organization shall bear the responsibility of securing replacement services following this period. The parties understand that the intent of this is to ensure that psychiatric services continue to be provided to Eligible Persons in accordance with federal or state law, notwithstanding the termination of this Agreement.

Notwithstanding any other provision herein, Organization understands that each placement is unique in terms of matching Supplied Personnel to its individual needs and expectations. Circumstances such as productivity expectations, reimbursement rates, and work environment affect FasPsych's ability to secure continuous coverage. In the event, whether initiated by Organization or by FasPsych, that Supplied Personnel can no longer continue providing services, Organization understands and agrees that FasPsych may not be able to immediately, or in *rare instances*, ever, replace Supplied Personnel. Therefore, Organization agrees to make other arrangements for coverage until FasPsych either secures an adequate replacement or communicates that a replacement cannot be found in the near future. FasPsych will use its best efforts to secure a replacement within 30 calendar days of the last date of service provided by previously Supplied Personnel.

If not formally terminated by either party, this Agreement becomes null and void 90 days from the last date Psychiatric Services were provided by Supplied Personnel, or from the effective date, if no Psychiatric Services were provided.

II. Nondisclosure and Confidentiality

- A. FasPsych warrants that it has obligated the Supplied Personnel to abide by the terms of this Agreement related to the nondisclosure of confidential information. All information relating to Organization that is known to be confidential or proprietary, or which is clearly marked as such, will be held in confidence by Supplied Personnel and will not be disclosed or used except to the extent that such disclosure or use is reasonably necessary to the provision Psychiatric Services.
- B. All information relating to FasPsych that is known to be confidential or proprietary, or which is clearly marked as such, shall be held in confidence by Organization and will not be disclosed or used by Organization except to the extent that such disclosure or use is reasonably necessary to the performance of FasPsych's duties and obligations under this Agreement.

- C. These obligations of nondisclosure and confidentiality will extend for a period of twelve (12) months after the termination of this agreement but will not apply with respect to information that is independently developed by the parties, lawfully becomes a part of the public domain, or of which the parties gained knowledge or possession free of any confidentiality obligation.
- D. Both parties agree to comply with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and any current and future regulations promulgated including, without limitation, the federal privacy regulations contained in 42 C.F.R. Part 403.812 (HIPAA Privacy, Security, Administrative Data Standards and National Identifiers), 45 C.F.R. Parts 160 and 164 (the "Federal Privacy Regulations") and the federal security standards contained in 45 C.F.R. Part 142 (the "Federal Security Regulations"), collectively referred to herein as "HIPAA Requirements", the Confidentiality Law, 42 U.S.C. §290dd-2, 42 C.F.R. part 2; and other applicable laws, which may also be periodically revised or amended.

Neither party will use or further disclose Protected Health Information (PHI) (as defined in 45 C.F.R. 160.103), other than as permitted by HIPAA Requirements and in terms of this Agreement. Parties agree also to comply with State law and regulations that govern or pertain to the confidentiality, privacy, security of, and electronic transactions and code sets related to PHI.

III. Business Associate Agreements

A FasPsych

FasPsych is a staffing company that places Supplied Personnel with Organizations in need of professionals to provide psychiatric services to eligible persons receiving care at their facilities. Its business model dictates that Organizations communicate directly with Supplied Personnel regarding:

1. The provision of clinical care, and
2. Access to/transmission of confidential patient information

FasPsych provides administrative rather than clinical services to the organizations it serves and therefore intentionally restricts the nature of information received from, and/or sent to, Organizations and Supplied Personnel to minimize the exchange of protected health information (PHI).

While FasPsych is not a covered entity per se (e.g. a healthcare provider, a health plan or a healthcare clearinghouse), it does contract with several Organizations that require its invoices provide them with a minimal amount of protected health information (PHI). Additionally, FasPsych IT staff may be exposed to PHI while providing technical assistance to Supplied Personnel. Therefore, FasPsych agrees to sign a BAA with the Organization. Organization agrees to provide FasPsych with a copy of their BAA for this purpose.

B. Supplied Personnel

All personnel supplied to Organization are independent contractors of FasPsych; therefore, FasPsych will assist Organization in obtaining signature(s) from applicable parties and submitting signed agreements to Organization as required. Organization agrees to provide FasPsych with a copy of their BAA for this purpose.

IV. Employee Solicitation/Hiring

During the period of this Agreement and for twelve (12) months thereafter, Organization and its subsidiaries, affiliates, parent or holding company shall not directly or indirectly solicit, offer employment to, or hire any employee, former employee, independent contractor, or former subcontractor of FasPsych, including, but not limited to the Supplied Personnel.

V. Limitation of Liability

In no event will FasPsych be liable for any loss of profit or revenue by Organization, or for any other consequential, incidental, indirect or economic damages incurred or suffered by Organization arising as a result of, or related to, the Psychiatric Services provided, whether in contract, tort or otherwise, even if FasPsych has advised of the possibility of such loss or damages. Organization further agrees that FasPsych's total liability related to all claims of any kind arising because of, or related to, this Agreement, or to any act or omission of FasPsych, whether in contract, tort or otherwise, will not exceed an amount equal to the amount paid by Organization to FasPsych for Psychiatric Services provided during the twelve (12) month period preceding the date the claim arises. Organization will indemnify and hold FasPsych harmless

against any claims by third parties, including all costs, expenses, and attorneys' fees incurred by Organization, arising out of or in conjunction with FasPsych's performance under, or breach of, this Agreement.

VI. No Defenses to Claims

Organization acknowledges and agrees that the existence of any claim or cause of action against FasPsych, or any of its officers, directors, stockholders, partners, members, managers, employees, third-party contractors, agents, or representatives, whether predicated on this Agreement or any other agreement or duty, statutory or at common law, shall not constitute a defense to the enforcement by FasPsych of the restrictions, covenants, and agreements contained herein.

VII. Non-assignment

Neither party may assign this Agreement, in whole or in part, without the prior written consent of the other party. This Agreement shall inure to the benefit of, and be binding upon, the parties hereto, together with their respective legal representatives, successors and assigns, as permitted herein.

XV. Arbitration

Any contractual dispute, claim, or controversy arising out of, or related to, this Agreement shall be resolved by binding arbitration by a single arbitrator with the American Arbitration Association (AAA), in accordance with its relevant industry rules. The parties agree that this Agreement will be governed by, and construed and interpreted in accordance with, the laws of the State of ~~Arizona~~ Michigan without reference to any principles of conflicts of laws, which might cause the application of the laws of another state. Arbitration shall be held in ~~Arizona~~ Michigan and the arbitrator will have the authority to grant injunctive relief and specific performance to enforce the terms of this Agreement. Judgment upon the arbitration award shall be final, binding, and conclusive and may be entered in any court of competent jurisdiction.

XVI. Attorneys' Fees

If any litigation or arbitration is necessary to enforce the terms of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees and costs.

XVII. Severability

If any term of this Agreement is found to be unenforceable or contrary to law, it shall be modified to the least extent necessary to make it enforceable, and the remaining portions of this Agreement will remain in full force and effect.

XVIII. No Waiver

The waiver by any party of any breach of covenant will not be construed to be a waiver of any succeeding breach or any other covenant. All waivers must be in writing and signed by the party waiving its rights. This Agreement may be modified only by a written instrument executed by authorized representatives of the parties hereto.

XIX. No Third-Party Beneficiaries

The terms and conditions of this Agreement, express or implied, exist only for the benefit of the parties to this Agreement and their respective successors and assigns. No other person or entity will be deemed to be a third-party beneficiary of this Agreement.

XX. Force Majeure

Neither party will be held responsible for delay or for failure to perform any part of this Agreement to the extent as such delay is caused by events or circumstances beyond the delayed party's reasonable control.

XXI. Counterparts and Electronic Signatures

Federal legislation enacted in 2000, known as the Electronic Signatures in Global and International Commerce act (ESGICA), affirmed the validity of electronic signatures on contractual documents used for general business purposes. Additionally, the Uniform Electronic Transactions Act (UETA), currently adopted by forty-seven (47) states (IL, NY, WA are exceptions), promotes the legal validity of electronic signatures and contracts in a manner similar to the federal law by establishing the legal equivalence of electronic records and signatures with paper writings and manually signed signatures.

Therefore, this Agreement may be executed in counterparts, and signatures executed in counterparts shall be deemed to be the complete and original document and shall have the full force and effect as an original. For purposes of this Agreement, parties shall accept copies of signatures as originals. Additionally, this Agreement shall be treated in all manner and respects as an original, to the extent it is signed and delivered via:

- A. Facsimile machine; or
- B. Portable Document Format (PDF) and emailed as an attachment

XXII. Notices

Any notice, demand, or communication required, permitted, desired, or implied to be given hereunder shall be deemed effectively given if given in writing on the date:

- A. Received by *facsimile or other **electronic means;
- B. Tendered by personal delivery;
- C. Tendered for delivery by nationally recognized overnight courier, or
- D. Tendered for delivery by United States mail, with postage prepaid thereon, certified or registered mail, return receipt requested, in any event addressed as follows:

If to FasPsych:

Address:	FasPsych, LLC Ventura Gateway 8687 E. Via de Ventura, #310 Scottsdale, AZ 85258
Attention:	Chief Operating Officer
Facsimile Number:	480-790-5318
Email Address:	I.aroombridae@fasosvch.com

If to Organization:

Address:	Benzie County Jail 505 South Michigan Avenue Beulah, MI 49617
Attention:	Jail Administrator
Facsimile Number:	231-882-5814
Email Address:	DSmith@benzieco.net

* Confirmation of delivery must be obtained at the time of transmission

**The subject line in Notices sent via electronic mail must include the word "NOTICE in capital letters

XXIII. Entire Agreement/Governing Law

This Agreement, and any accompanying exhibits, attachments, appendices, schedules, documents incorporated by reference, duplicates, or copies, constitutes the entire agreement between the parties with respect to the subject matter of this Agreement, and supersedes all prior negotiations, agreements, representations, and understandings of any kind, whether written or oral, between the parties, preceding the date of this Agreement. Both parties acknowledge that they have not been induced to enter into this Agreement by any representations or promises not specifically stated herein. This Agreement shall be governed by the laws of the State of ~~Arizona~~ Michigan.

XXIV. Amendment

This Agreement may be amended or changed only by mutual written consent of an authorized representative of the Organization and FasPsych. This Agreement may be amended only by written agreement duly executed by an authorized representative of each party.

XXV. Additional Terms

None.

IN WITNESS WHEREOF, the parties agree to execute this Agreement on the date specified in the first paragraph.

ORGANIZATION

Name: _____

Title: _____

Signature: _____ Date: _____

FASPSYCH, LLC

Name: Abraham Barton

Title: President Chief Executive Officer

Signature: _____ Date: _____

EXHIBIT A: STATEMENT OF WORK & ASSOCIATED RATES

■ PSYCHIATRIC SERVICES

Supplied Personnel is responsible for performing the following Psychiatric/Behavioral Health Services for Organization:

- *Conduct psychiatric assessments/evaluations;*
- *Prescribe and monitor medication;*
- *Consult with members of the clinical team as appropriate;*
- *Participate in administrative or clinical meetings during scheduled hours;*
- *Perform activities and discussions related to coordination of care (PCP communication, calls with inpatient practitioner, referral to higher or lower level of care etc.); and*
- *When clinically indicated, perform assessments (e.g. AIMS), order laboratory tests, review results, and document as required by Organization.*

In consideration for the delivery of services, Organization shall pay to FasPsych the following rates:

Practitioner Type	Per Hour	Terms
Psychiatrist - Adults	\$295.00	Facility will provide 72 hours notice prior to requesting services

EXHIBIT B: *TELEMEDICINE SERVICE CODES

Psychiatric diagnostic evaluation, with medical services, completed by a qualified medical professional.

****99201** Office or other outpatient visit for the evaluation and management of a new patient, which requires these 3 key components: a problem-focused history; a problem-focused examination; straightforward medical decision-making. Counseling and/or coordination of care with other providers or agencies are provided consistent with the nature of the problem(s) and the patient's and/or family's needs. Usually, the presenting problem(s) are self-limited or minor. Physicians typically spend 10 minutes face-to-face with the patient and/or family.

****99202** Office or other outpatient visit for the evaluation and management of a new patient, which requires these 3 key components: an expanded problem-focused history; an expanded problem-focused examination; straightforward medical decision-making. Counseling and/or coordination of care with other providers or agencies are provided consistent with the nature of the problem(s) and the patient's and/or family's needs. Usually, the presenting problem(s) are of low to moderate severity. Physicians typically spend 20 minutes face-to-face with the patient and/or family.

****99203** Office or other outpatient visit for the evaluation and management of new patient, which requires these 3 key components: a detailed history; a detailed examination; and, medical decision-making of low complexity. Counseling and/or coordination of care with other providers or agencies are provided consistent with the nature of the problem(s) and the patient's and/or family's needs. Usually, the presenting problem(s) are of moderate severity. Physicians typically spend 30 minutes face-to-face with the patient and/or family.

****99204** Office or other outpatient visit for the evaluation and management of new patient, which requires these 3 key components: a comprehensive history; a comprehensive examination; and, medical decision-making of moderate complexity. Counseling and/or coordination of care with other providers or agencies are provided consistent with the nature of the problem(s) and the patient's and/or family's needs. Usually, the presenting problem(s) are of moderate to high severity. Physicians typically spend 45 minutes face-to-face with the patient and/or family.

****99205** Office or other outpatient visit for the evaluation and management of new patient, which requires these 3 key components: a comprehensive history; a comprehensive examination; and, medical decision-making of high complexity. Counseling and/or coordination of care with other providers or agencies are provided consistent with the nature of the problem(s) and the patient's and/or family's needs. Usually, the presenting problem(s) are of moderate to high severity. Physicians typically spend 60 minutes face-to-face with the patient and/or family.

****99211** Office or other outpatient visit for the evaluation and management of an established patient that may not require the presence of a physician. Usually, the presenting problem(s) are minimal. Typically, 5 minutes are spent performing or supervising these services.

****99212** Office or other outpatient visit for the evaluation and management of an established patient, which requires at least 2 of these 3 key components: a problem-focused history; a problem-focused examination; straightforward medical decision-making. Counseling and/or coordination of care with other providers or agencies are provided consistent with the nature of the problem(s) and the patient's and/or family's needs. Usually, the presenting problem(s) are self-limited or minor. Physicians typically spend 10 minutes face-to-face with the patient and/or family.

****99213** Office or other outpatient visit for the evaluation and management of an established patient, which requires at least 2 of these 3 key components: an expanded problem-focused history; an expanded problem-focused examination; medical decision-making of low complexity. Counseling and coordination of care with other providers or agencies are provided consistent with the nature of the problem(s) and the patient's and/or family's needs. Usually, the presenting problem(s) are of low to moderate severity. Physicians typically spend 15 minutes face-to-face with the patient and/or family.

****99214** Office or other outpatient visit for the evaluation and management of an established patient, which requires at least 2 of these 3 key components: a detailed history; a detailed examination; medical decision-making of moderate complexity. Counseling and/or coordination of care with other providers or agencies are provided consistent with the nature of the problem(s) and the patient's and/or family's needs. Usually, the presenting problem(s) are of moderate to high severity. Physicians typically spend 25 minutes face-to-face with the patient and/or family.

****Reimbursement for services provided via telepsychiatry (telemedicine) varies by both state and funding source. While the above codes, other than Q3014, are generally reimbursable by Medicaid, it is the responsibility of the Agency to ensure codes are reimbursable by their payers prior to the provision of service and for the duration of this Agreement.***

.,.,Medicare reimbursable codes -Medicare beneficiaries are eligible for telehealth services only if they are presented from an originating site located in either a rural health professional shortage area (HPSA), as defined by §332(a)(1) (A) of the Public Health Services Act and in a county outside of a metropolitan statistical area (MSA), as defined by §1886(d)(2)(D) of the Act. POS 02 does not apply to critical access hospitals. Distant site services billed under critical access hospital (CAH) method II on institutional claims still require modifier GT.

EXHIBIT C: PRACTITIONER PERFORMANCE SUMMARY

Practitioner: _____ **Position:** _____ **Date:** _____

		Needs	Meets job requirements and expectations	Exceeds job requirements and expectations	Outstanding
	Unsatisfactory	improvement			
Clinical Skill and Knowledge: practices are evidence-based, meet industry standards and are congruent with others	1 <input type="checkbox"/>	2D	3D	4D	5D
possessing the same level of training and education					
Dependability: available when scheduled, punctual, responds to reasonable requests related to clinical care in a timely manner	1 <input type="checkbox"/>	2D	3D	4D	5D
Patient Relations: communicates effectively, is courteous and prompt in responding to patient needs	1 <input type="checkbox"/>	2D	3D	4D	5D
Prescribing Pattern: practices are evidence-based, meet industry standards and are congruent with others	1 <input type="checkbox"/>	2D	3D	4D	5 <input type="checkbox"/>
possessing the same level of training and education					
Quality of Documentation: assessments and progress notes are timely, thorough, and accurately reflect sessions; content includes the elements required to justify the specified billing code	1 <input type="checkbox"/>	2D	3D	4D	5 <input type="checkbox"/>
Productivity: adheres to organizational expectations and standards regarding scheduling, pace and the provision of direct care	1 <input type="checkbox"/>	2D	3D	4D	5 <input type="checkbox"/>

Care Collaboration and

Coordination: participates in clinical staff meetings, communicates as needed with internal and external Parties involved in patient's care

10

20

30

40

50

Operational Standards:

adheres to organizational policy, procedures and protocols, respects chain of command, handles disagreements appropriately

10

20

30

40

50

Teamwork: promotes a positive atmosphere, is open and

respectful of others' views and committed to the success of the organization

10

20

30

40

50

Strengths: _____

Areas Recommended for Improvement: _____

Name of Organization: _____

Name of Program/Site/Clinic/Unit: _____

Person Completing Checklist: _____

Position: _____

Signature: _____

Committee Appointments



Benzie County Equalization Department

Thomas Longanbach, Director
448 Court Place
Beulah, MI 49617

Phone: (231)882-0013

Fax: (231)882-0033

January 9, 2019

To Benzie County Board of Commissioner;

I would like to renew my membership on the Land Bank.

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

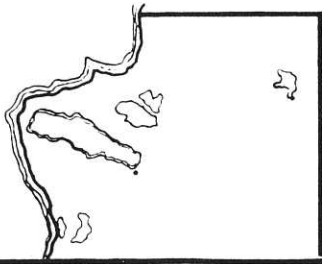
Sincerely,

Thomas N. Longanbach
Director of Equalization
Benzie County

RECEIVED

JAN 9 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617



BENZIE COUNTY BOARD OF COMMISSIONERS

GOVERNMENT CENTER • 448 COURT PLACE •

• BEULAH, MICHIGAN 49617 • (231) 882-9671 • FAX (231) 882-5941

APPOINTMENT TO BOARD, COMMISSIONS AND AGENCIES

APPLICATION

DATE: JAN 9, 2019

Name: CALEB P. LUIBRAND

Address (including PO Box): 478 SHIELDS DR

County District: _____

Home Telephone: 882-5944

Occupation: ARCHITECT

Business Telephone: 231 882-5061

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

1. CONSTRUCTION BOARD OF APPEALS

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

ASKING FOR REAPPOINTMENT.

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 09 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

RECEIVED

JAN 09 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617



Find messages, documents, photos or people

- Back
- Archive
- Move
- Delete
- Spam

Compose

- Inbox 9
- Unread
- Starred
- Drafts
- Sent
- Archive
- Spam
- Trash

Yahoo/Inbox

Dr. Ryckman 2

DP **Dodie Putney** Good Morning Renee. Would you will you please con1 Jan 9 at 5:28 AM

RY **Renee Youker** <Ryouker@bldhd.org> Jan 9 at 11:46 AM
To: Dodie Putney
Cc: Gary Sauer

Good Afternoon,

I just spoke with Dr. Ryckman and he said that he is interested in still serving on the Board of Health. Let me know if I can help with anything else.

Renee

> Show original message

RECEIVED

JAN 10 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Reply, Reply All or Forward

- Photos
- Documents
- Deals
- Purchases
- Groceries
- Travel
- Tutorials

New Folder

ACTION ITEMS



448 Court Place • Beulah, MI 49617

Memo To: Board of Commission
From: Mitchell D. Deisch, Administrator
Date: January 16, 2019

Subject: Interlocal Agreement for School Resource Officer Funding

Attached is the Interlocal Agreement for School Resource Officer Funding between Benzie County and the City of Frankfort. The City of Frankfort approved the Interlocal Agreement at their Tuesday January 15, 2019 City Council meeting.

The County Attorney assisted in drafting the Interlocal Agreement and has reviewed and approved all changes to this agreement.

Requested Action

The Benzie County Board of Commission make a motion to approve the Interlocal Agreement for School Resource Officer Funding with the City of Frankfort and authorize the County Chairperson to sign the agreement.

RECEIVED

JAN 16 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

**INTERLOCAL AGREEMENT
FOR SCHOOL RESOURCE OFFICER FUNDING**

This INTERLOCAL AGREEMENT FOR SCHOOL RESOURCE OFFICER FUNDING (Agreement) is agreed to and entered into by and between BENZIE COUNTY, a Michigan municipal entity at 448 Court Place, Beulah, Michigan 49617 (County), and the CITY OF FRANKFORT, a Michigan municipal entity at 412 Main Street, P.O. Box 351, Frankfort, MI 49635 (City), in accordance with the following provisions:

WHEREAS, the Urban Cooperation Act, PA 7 of 1967, Extra Session, as amended (Act 7), provides that a public agency may enter into interlocal agreements with other public agencies to exercise jointly any power, privilege, or authority that the agencies share in common and that each might exercise separately; and

WHEREAS, the County of Benzie and the City of Frankfort were each duly established pursuant to State of Michigan statutes; and

WHEREAS, the County and City are each considered a "public agency" under Act 7;

WHEREAS, the County has the authority to submit a millage request to the electors of the County; and

WHEREAS, the County submitted a millage request to the County electors to pay for two school resource officers for the Benzie Central School District and the Frankfort-Elberta School District, and the electors approved said millage request on November 6, 2018; and

WHEREAS, the County and the City desire to enter into this Interlocal Agreement to provide for the distribution of the School Resource Officer millage funding and to ensure that the purposes for which the funds are spent are lawful.

THEREFORE, the parties agree as follows:

1. Sharing of School Resource Officer Millage Revenues. Upon the execution of this Agreement and subject to the terms outlined herein, the millage revenues received by the County shall be shared equally (50-50) between the Benzie County Sheriff's Office and the City of Frankfort, so that one-half of the funds will go to fund the Benzie Central School District's School Resource Officer, and the other half will fund the Frankfort-Elberta School District's School Resource Officer.
2. Disbursement of Funds. The County Treasurer shall disburse funds collected from the millage revenue to the City of Frankfort after March 31, 2019 and each March 31 thereafter during the four-year period of the millage.
3. Term. This Agreement shall continue for the duration of the period of the authorizing

millage (currently set for four (4) years (2018-2021) inclusive) and all successive renewals thereof.

4. Use of School Resource Officer Millage Revenues. The County and the City shall only use the School Resource Officer Millage Revenues generated pursuant to the 2018 millage approval to pay for the School Resource Officer in each of the above-referenced School Districts, as well as the equipment necessary to equip and support each School Resource Officer in their respective Districts. See attached County Resolution No. 2018-022, which sets forth the ballot language and the purposes for which the millage funds may be used. If the Benzie County Board of Commissioners determines that the City of Frankfort has used the millage funds in a manner that is not in accordance with the ballot language that was approved by the voters of Benzie County at the November 6, 2018 election, the Board shall notify the City of Frankfort in writing of the expenditure in question. The City of Frankfort shall have 60 days to refute or correct the expenditure. If the expenditure has not been explained or corrected in 60 days, the Board may at its discretion withdraw any remaining funds and require the City of Frankfort to reimburse the County for all ineligible uses of the millage funds.
5. Property. As set forth in the attached County Resolution No. 2018-022, the millage to be shared will be levied as part of the general ad valorem taxes on property within Benzie County, Michigan.
6. Reporting requirements – The City shall report to the County Chairperson or their designee on a quarterly basis for the first year of the millage collection (2018-2019), and bi-annually thereafter as to how the funds have been or are being spent.
7. County as Agent under this Agreement. The City shall designate the County as the City's agent for collection and disbursement of all millage revenues generated by the 2018 millage approval, until such time as the authorizing millage expires.
8. Rescission/Termination. Prior to the expiration of the period of the authorizing millage set forth above, this Agreement may be rescinded or terminated by a referendum of the residents of either the City or the County not more than 45 days after the approval of this Agreement by the City Council or the County Board of Commissioners, respectively, in accordance with Section 5a of Act 7.
9. Effective Date. This Agreement shall commence upon its approval by the Benzie County Board of Commissioners and by the City Council of the City of Frankfort, and after having been duly executed by their authorized representatives and filed with the County Clerk and Secretary of State of the State of Michigan, as required by Act 7.
10. Severability. To the extent that any provision contained in this Agreement is deemed unenforceable, to the extent possible, the remaining terms shall remain in effect.

The County and the City, by their authorized representatives, have executed this Interlocal Agreement as indicated by the signatures below.

Benzie County

City of Frankfort

Gary Sauer, Chairperson

Date

Kathryn E. Condon, Mayor

Date

Benzie County
Resolution No. 2018-022

**RESOLUTION AUTHORIZING MILLAGE ELECTION FOR BENZIE COUNTY
SCHOOL RESOURCE OFFICERS PROGRAM OPERATING MILLAGE PROPOSAL
AND CERTIFYING BALLOT LANGUAGE**

WHEREAS, School Resource Officer services are of substantial benefit to the citizens of Benzie County and to both the Benzie County Central Schools (BCCS) and the Frankfort-Elberta Area Schools (FEAS); and

WHEREAS, with the rash of violent acts that have been occurring in schools throughout the nation, the Board of Commissioners of the County of Benzie deem it necessary for the protection of the public to have full time School Resource Officers in both school districts within Benzie County, to ensure law enforcement presence is active in both school districts; and

WHEREAS, the Board of Commissioners of Benzie County has determined that it is appropriate to submit a millage request to the electors of the County to determine whether or not they desire to support a millage of up to 0.1800 mills (\$0.1800 per \$1,000 of taxable value) for a period of four (4) years, 2018 through 2021, inclusive, for the purpose funding two School Resource Officers (1 in BCCS, 1 in FEAS) and other equipment necessary to equip the School Resource Officers, and training required for School Resource Officers, school and county staff.

NOW, THEREFORE BE IT RESOLVED that the following questions shall be submitted to the vote of the electorate of Benzie County at the election to be held on Tuesday, November 6, 2018.

BENZIE COUNTY SCHOOL RESOURCE OFFICER PROGRAM
OPERATING MILLAGE PROPOSAL

For the purpose of paying the cost of enhancing law enforcement presence in both school districts in Benzie County, specifically for funding two (2) School Resource Officers, and necessary equipment and training, to be provided in both

Benzie County school districts, shall the tax limitation imposed under Article IX, Sec. 6 of the Michigan Constitution on the general ad valorem taxes within the County of Benzie, Michigan, be increased, and shall the County be authorized to levy up to 0.1800 mills (\$0.1800 per \$1,000 of taxable value) for a period of four (4) years (2018-2021), inclusive?

If approved and levied in full, this millage would raise an estimated \$226,526 for two School Resource Officers operating purposes in the first calendar year.

As required by State law, a small portion of the millage may be captured by and disbursed to the City of Frankfort Downtown Development Authority and Benzie County Brownfield Redevelopment Authority.

☐ YES

☐ NO

BE IT FURTHER RESOLVED that this question is hereby certified to the County Clerk; and


BE IT FURTHER RESOLVED that the County Clerk is hereby authorized and directed to take all necessary actions to cause the above ballot proposal to be placed on the Tuesday, November 6, 2018 election ballot, and to be prepared and distributed in the manner required by law.

Dated: July 24, 2018


Gary Sauer, Chairman

CERTIFICATION

I Dawn Olney, Clerk to the Benzie County Board of Commissioners, hereby certify that the above Resolution was adopted by the Benzie County Board of Commissioners on the 24th day of July, 2018.


Dawn Olney, Benzie County Clerk



448 Court Place • Beulah, MI 49617

Memo To: Board of Commission
From: Mitchell D. Deisch, Administrator
Date: January 16, 2019
Subject: Benzie County Board of Commission Strategic Plan

Attached is the Benzie County Board of Commission Strategic Plan update that was originally developed in 2017.

This Strategic Plan update has been developed through multiple meetings with the BOC and has been presented to the BOC in a final draft format on several occasions. All discussed and approved changes have been incorporated.

Requested Action

The Benzie County Board of Commission make a motion to approve the 2019/2020 Benzie County Board of Commission Strategic Plan Update and authorize each Commissioner to sign the Strategic Plan Update.

RECEIVED

JAN 16 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617



Benzie County Board of Commissioners

Strategic Plan Update

January 2019

This is the first update of the Benzie County Board of Commissioners Strategic Plan that was initially developed in 2017. The following pages:

- Define our mission, vision and values
- Recognizes progress and accomplishments
- Identifies challenges and opportunities
- Identifies key stakeholders and how this plan will be used
- Establishes areas of focus and goals for each

We welcome input and participation from all interests in working together to achieve goals for Benzie County.

Coury Carland, District 4

Linda Farrell, District 3

Art Jeannot, District 2

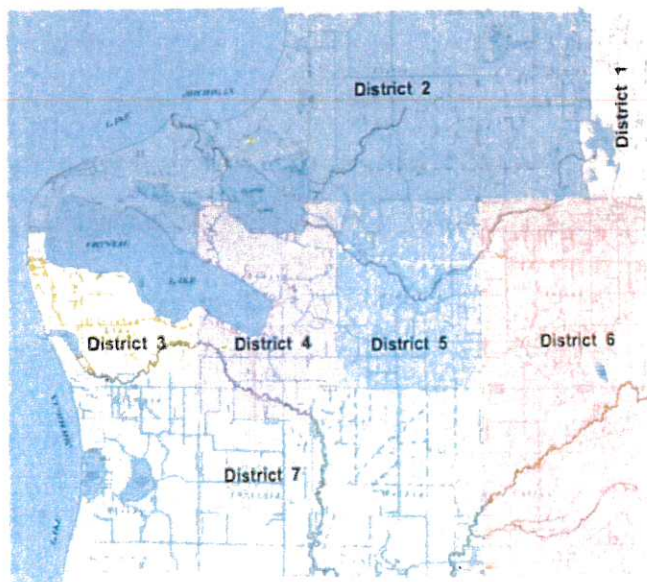
Rob Roelofs, District 1

Gary Sauer, District 7

Sherry Taylor, District 5

Evan Warsecke, District 6

Benzie County Commission Districts



Contents

	Page
Why a Strategic Plan?	4
Mission	4
Vision	5
Values	5
Stakeholders	5
How Will the Plan be Used?	6
Progress	7
Trends and Opportunities	8
Areas of Focus	9
Credibility & Building Trust	9
Collaboration & Partnership to Achieve Goals	10
Improved Institutional Capacity	10
Financial Health of County Government	10
Creating an Environmental for Businesses and Jobs	10
Enhancing & Protecting Natural Resources	11

Why a Strategic Plan?

The Benzie County Board of Commissioners work as partners to develop and use this Strategic Plan identify priorities that are the focus of our agenda and track our progress. Annually, the Board reviews the Strategy to ensure it is up to date.

The purposes of this Strategic Plan are to:

- o Develop a unifying plan for Benzie County involving key issues and opportunities.
- o Ensure efficient use of financial and human resources.
- o Establish areas of focus and strategic goals that are measures for progress and accountability.

We welcome ideas, input and participation in our Strategic Plan. Input can be provided by:

- o Contacting a Commissioner.
- o Providing input at Commission meetings.
- o Mailing to: Board of Commissioners, Benzie County Building, 448 Court Place, Beulah, Michigan 49617 or emailing to County Administrator Mitch Deisch at mdeisch@benzieco.net.



Mission

The mission of the County Board of Commissioners is:

As a service provider, convener, advocate and steward, the Benzie County Board of Commissioners fulfills its constitutional obligations and the needs of the community through decisive, responsible leadership and maintaining a commitment to creating an inclusive, prosperous community where opportunity and quality of life are paramount.

Vision

The Vision of the County Board reflects the "ideal" state of the County from the perspective of the Commission:

Benzie County's vision is **"prosperity and opportunity for all residents and visitors."**

Progress toward the vision will be achieved through our mission and by achieving strategic goals in partnership with others.

The vision assumes that we will strive to attract families, create employment opportunities, provide mandated and desired services, and develop housing, recreational and other assets to support and enhance our quality of life.

Values

A set of values guide our goals, decisions and leadership for the betterment of Benzie County including:

- Fiscal responsibility
- Transparency
- Being accessible and available for all interests
- Open communication
- Inclusiveness
- Integrity and strong ethics
- Sustainability
- Forward thinking

Stakeholders

The Benzie County Commission is unified around the importance of sharing and encouraging participation and input in this Strategic Plan. The County Board and County Administrator welcome opportunities to present the Plan, including to stakeholders such as:

- County employees and elected officials
- County Boards and Commissions
- All local units of government
- The business community
- Regional partners like Networks Northwest, Rotary Charities of Traverse City, the Grand Traverse Band, Grand Traverse Area Regional Community Foundation, and others



- State government, including the Michigan Economic Development Corporation, Pure Michigan, the Michigan Dept. of Transportation, the Michigan Dept. of Natural Resources, Michigan Dept. of Environmental Quality, Michigan Dept. Agriculture — Rural Development, Michigan State Housing & Development Authority and others.
- Nonprofits, such as the Human Services Collaborative Body, Grand Traverse Regional Land Conservancy, Grow Benzie and Conservation Resource Alliance
- Education, including the County's two school districts, Traverse Bay Intermediate School District, Northwestern Michigan College, Baker College, West Shore Community College
- Veterans and Veteran groups
- Betsie Valley Community Center
- Benzie Bus
- All Service Clubs, including local Rotaries and others
- Sportsman Organizations
- Convention and Visitor's Bureau
- Frankfort and County Chambers
- Paul Oliver/Munson Health Care System
- Watershed Groups
- Sleeping Bear National Lakeshore
- Venture North
- Economic Development Contractors (AES)
- Community Mental Health/Centra Wellness
- Citizen Groups
- Farming Community
- Neighboring Counties



If you would like to know more or become involved in our Strategic Plan, just let us know!

How Will the Strategic Plan be Used?

The Commission will use this Strategic Plan to:

- Provide leadership
- Establish our agenda and priorities.
- Set long term goals.
- Provide direction for County Employees and guidance for Elected Officials.
- Assess goals to ensure they reflect evolving conditions.
- Clarify County Commission priorities and goals to foster collaboration and understanding with local units of government.

- Set priorities for training for units of government and locally elected officials.
- Build partnerships and collaboration.
- Promote the entire County (all local governments)
- Encourage participation by young people in the future of the County.
- Protect, enhance and wisely manage the County's valued natural resources.

Progress

The Board recognizes that progress is being made in Benzie County. Examples include:

- **Workforce**

- First skilled trades training program completed – Benzie Advocates
- Benzie Central created liaison for skilled trades training
- Creation of Local College Access Network with leadership of Mary Anne Behm

- **Health Care**

- Progressive programming of Centra Wellness focused on rehabilitation and treatment as opposed to incarceration
- Veterans Affairs Enhancements – Access to Benefits focus

- **Community/Economic Development**

- County Airport achieved general utility license
- Beulah – system upgraded so water quality compliance attained
- Thompsonville – upgrading water supply system
- Road Commission – ahead of schedule with road repair and county-wide road millage
- Storm Cloud Brewery expansion
- Xpert Fulfillment growth and development
- Sleeping Bear Apiaries expansion
- Crystal Mountain continued growth and success as four-season resort
- Land Bank Progress/Success
 - Thompsonville Housing
 - Affordable Rentals
 - Developments – catalyst for natural gas
- New Platte River Park Funding & Development
- New Elberta Park Funding



- Financial Wellness/Infrastructure

- County balanced budget without use of budgeted fund balance - FY 18/19
- Received \$660,000+ grant to upgrade emergency response communications
- Development of a 5 year capital improvement plan

Trends and Opportunities

The County Commissioners recognized several trends and opportunities in the County that merit attention:

- Increased coordination and cooperation – efforts at County level and outside of County.
- We continue to plan for the future: finance staff; capital expenditure budget; cooperative inter-county functions; 3-year budgeting
- Interest and need for more cooperative infrastructure initiatives involving sewer, natural gas, water supply and broadband and need to keep infrastructure capacity parallel with growth
- Need to expand/implement Connect Michigan plan for Benzie Last Mile broadband, anticipating new federal incentives
- Need to address housing for seasonal workers
- Continued emphasis upon four season economy development, including opportunities for winter tourism and general business attraction
- Need to support local units with guidelines for short term rentals
- Development of rail/transloader concept
- Need for increased citizen participation and maximizing considerable talent of volunteers
- Need to make use of “best practices” in develop/modifying new programs
- Continued need for business attraction with continued need for employees/workforce and workforce housing.
- Review/use of county-owned assets – will be subject of County-assessment
- Need for county-wide communications/outreach tools – from governmental meetings to cultural events and more
- Need for community development leader to develop tools/approaches for marketing and growth
- Need for 24/7 child care and early childhood programming
- Need to continue work to manage invasive species, improve water quality and develop trails
- Need to continue/intensive efforts involving opioids and other drug accessibility and use
- Need for more systematic wage rate and benefits schedule at county level.



- Continued support for child abuse prevention and healthy family interventions
- Need to fully leverage DNR/Park Service programs for mutual benefit

Areas of Focus

We have identified six areas of focus for this Strategic Plan. An “area of focus” is a broad area of high priority for the Board. For each area of focus the Board has developed Strategic Goals. The Board will work with the County Administrator to ensure that operating plans and budgets reflect our Strategic Goals. The Areas of Focus are:

1. Credibility of County Board & Building Trust
2. Collaboration & Partnerships to Achieve Priorities/ Create Efficiencies
3. Improved Institutional Capacity
4. The Financial Health of County Government
5. Creating an Environment to Support Business and Job Creation
6. Enhancing and Protection Natural Resources of the County

1. Credibility of County Board & Building Trust

- **Goal:** To develop and implement a communications plan, including web site enhancements with an inclusive email list for sharing information that uses electronic communication to encourage collaboration, two-way communications and ideas and suggestions that support the betterment of the County.
- **Goal:** To convene with Benzie County Townships to understand their priorities and collaborate where possible to achieve them, achieving regional collaboration. Designate County Board members to attend City, Village and Township Association meetings.
- **Goal:** To encourage public participation in Commission meetings and other public meetings at all levels of government. To initiate action toward this goal, we will formally recognize and express our gratitude to those who offer input at the meetings we hold.
- **Goal:** To inform our County as well as partnering organizations, invite Congressional representatives, State and Federal Department heads, and others to explore common agendas for progress, including issues and opportunities including but not limited to affordable housing, high speed broadband, opioids control and others.

2. Collaboration & Partnerships to Achieve Shared Goals

- **Goal:** To develop partnerships to achieve goals of this Strategic Plan.

3. Improved Institutional Capacity

- **Goal:** To continue to implement a professional development plan for Commissioners to strengthen governance, leadership, productive and efficiency.

All Commissioners should participate in training about the Open Meetings Act and Freedom of Information Act. All new Commissioners will receive an orientation that includes completion of a professional development plan and an introduction to the programs and services of the County.

- **Goal:** Leverage all reasonable resources and develop a county funding mechanism if needed to achieve last mile high speed Broadband in Benzie County.
- **Goal:** Implement the results of the space needs study to improve the working environment of Benzie County.

4. Financial Health of County Government

- **Goal:** To review the upcoming report on programs and financial health of the County and develop priorities and an implementation strategy for that report.
- **Goal:** To develop a long term strategy for managing the MERS liability.

5. Create an Environment to Support Business and Job Creation

- **Goal:** To leverage human, physical, business, education and other resources to support business development and job creation.
- **Goal:** To support local economic and community development strategies which include but are not limited to:
 - Infrastructure to support economic development, including last mile high speed broadband and natural gas expansion.
 - "One Stop" point of contact for businesses, including use of EDC representatives and Brownfield authority.
 - Port development, including development of the cruise industry.
 - The Transloader/Rail project.

- Optimizing and support added resources to enable Venture North to continue and expand provision of capital to Benzie county businesses.
- Strategic use of the Land Bank and related partners to achieve economic and community development priorities.



6. Enhancing and Protecting Natural Resources of the County

- **Goal:** To support implementation of the Benzie County Recreation Plan
- **Goal:** To support access for people of all ages, needs and abilities to enjoy our abundant and diverse water resources, including Lake Michigan, rivers and streams, inland lakes, wetlands and more under an Explore the Shores Program for Benzie County.
- **Goal:** To sustain open space.
- **Goal:** Promote community education and awareness about the presence, impact and management/eradication of invasive species.
- **Goal:** Advocate for continued water quality protection and related assets including potential joint projects involving multiple municipal units of government.





Memorandum

To: Gary Saur, Chair
Benzie County Board of Commissioners
From: Frank Post, Emergency Management Coordinator
Date: January 17, 2018
Subject: Hazardous Materials Emergency Preparedness (HMEP) Grant Application

I am requesting authorization to submit a grant application under the HMEP Grant Program. This program provides for up to \$1,000 to reimburse communities for their costs relative to hazardous materials emergency preparedness. Most of our costs are for printing and dissemination of plan documents.

We have eight (8) Superfund Amendment and Reauthorization Act (SARA) Title III sites in Benzie County. These are facilities that use, transport, store or produce extremely hazardous substances (EHS). We are required to develop and maintain "Off Site Response Plans" for the emergency responders in the county.

This grant covers such things as training, exercises, technical staff, plan development support costs, etc. Much of my cost is in printing, binders and dividers that are distributed to the emergency response community.

RECOMMENDATION

I recommend that the Benzie County Board of Commissioners authorize the Benzie County Office of Emergency Management apply for the maximum of \$1,000 for the Hazardous Materials Emergency Preparedness Grant.

RECEIVED

JAN 18 2019

DAWN CLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF STATE POLICE
LANSING

COL. JOSEPH GASPER
DIRECTOR

January 15, 2019

Dear LEPC Chairperson and Local Emergency Management Coordinator:

Michigan has received notice that the Hazardous Materials Emergency Preparedness (HMEP) grant will again be authorized for FY 2018 - 2019, and funding is being made available to all Local Emergency Planning Committees (LEPCs) in the State. As a result, each local emergency management coordinator is receiving a local grant application package. Please coordinate your activities so that only one application package is completed and returned, no later than **February 8, 2019**.

ATTN: Ms. Brenna Roos
SARA Title III Program
Emergency Management
and Homeland Security Division
Michigan Department of State Police
P.O. Box 30634
Lansing, MI 48909

This grant funding will emphasize the completion of Superfund Amendment and Reauthorization Act (SARA), Title III, Section 302, off-site emergency response plans and provide support for emergency planning for fixed facilities and transportation. Reimbursement will be provided to LEPCs on a new plan basis, which means there will not be reimbursement for updated plans. The per plan reimbursement for new plans is expected to be \$250. Per plan reimbursement for updated plans will not be provided. Support grants of \$1,000 are also being offered to all LEPCs through this funding source. The requirements for receiving this funding are included in Attachment A, which is included in the grant package and summarized below. All LEPCs are eligible and are encouraged to apply.

You may request a list of all active SARA Title III sites within your jurisdiction to determine which sites need an off-site emergency response plan. Please send your requests to Ms. Brenna Roos by email. The lists will be compiled using the Michigan Department of Environmental Quality's current Tier II Manager information.

Although new SARA Title III plans must be submitted by the LEPC, it may work with a local organization, (e.g., fire department) or individual (e.g., college intern or retiree) to complete the plans. The LEPC may utilize funding from this grant to reimburse local organizations or individuals for the plans they complete on behalf of the LEPC.

All LEPCs will be eligible for a \$1,000 support grant. To receive this grant, the LEPC must:

- Meet at least quarterly, and verify that planning meetings have been held by sending the Michigan State Police, Emergency Management and Homeland Security Division (MSP/EMHSD) a copy of the meeting minutes, an attendance roster for each meeting, or other verification as requested.
- Complete all updates for existing off-site emergency response plans.
- Incorporate its completed, off-site emergency response plans into the city/county Emergency Operations Plan (EOP) or Emergency Action Guidelines (EAG). Review the city/county EOP/EAG annually to assure that its hazmat response section is current.

January 15, 2019

- Submit documentation on the associated costs being reimbursed by the \$1,000 HMEP support grant. Appropriate documentation is a receipt, time sheet (reflecting hours worked on SARA related planning issues), purchase order or a paid invoice attached to the support grant form and returned to MSP/EMHSD by the assigned due date.

Each subrecipient in Michigan will be asked to submit a Data Universal Numbering System (DUNS) Number in order to receive payment from the HMEP grant.

All subrecipients are required to comply with the requirements set forth in the government-wide financial assistance award term regarding the System for Award Management and Universal Identifier requirements located at 2 C.F.R. Part 25, Appendix A.

All subrecipients are required to comply with the requirements set forth in the government-wide Award Term on Reporting Sub-awards and Executive Compensation located at 2 C.F.R. Part 170, Appendix A.

Be aware that the plan reimbursement figures stated above and in the instructions are estimates only and may vary, depending both on the actual federal grant award and on how many plans are submitted by all LEPCs in Michigan.

The HMEP grant application form and the LEPC Officer/Membership record forms are included in the grant package. If you wish to complete the forms electronically please send your request to Ms. Roos at Roosb@michigan.gov.

NOTE: Reimbursement to the LEPC from the HMEP grant will be paid to the county or recognized municipality.

If you have questions regarding the grant application materials or the HMEP grant program, please contact Ms. Roos at 517-284-3727, or email at Roosb@michigan.gov.

Sincerely,



Capt. Emmitt McGowan, Commander
Deputy State Director of Emergency Management
and Homeland Security

LOCAL EMERGENCY PLANNING COMMITTEE APPLICATION FOR HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS GRANT

AUTHORITY: 1976 PA 390, MCL 30.407a; 42 USC 11002-11003;
COMPLIANCE: Voluntary, however failure to complete application will result in denial of request

Send Completed Form To:

Michigan State Police
Emergency Management and Homeland Security Division
ATTN: SARA Title III Program
P.O. Box 30634
Lansing, Michigan 48909

Application Due Date:

February 8, 2019

Questions/Comments:

Phone: 517-284-3727

Email Address: Roosb@michigan.gov

I. Application Information

Local Emergency Planning Committee's (LEPC) Name Benzie County		LEPC Grant Contact's Name Frank Post	
Contact's Daytime Phone Number 231-882-0567		Contact's Email Address fpost@benzieco.net	
Name of Government Jurisdiction and Agency to Receive Hazardous Materials Emergency Preparedness (HMEP) Funds Benzie County			
Fiscal Officer's or Agency's Name Michelle Thompson		Title Treasurer	
Agency's Mailing Address 448 Court Place		City Beulah	State MI ZIP Code 49617
Agency's Daytime Phone Number 231-882-0012	Federal ID Number 38-6004838	Organizational D-U-N-S ® Number 15-193-0112	

II. Chair, Officer, and Coordinator Information (Completion of the following sections is a mandatory condition for grant award approval)

LEPC Chair			
LEPC Chair's Name Corry Carland		Phone Number 231-930-7560	Email Address ccarland@benzieco.net
Address 448 Court Place		City Beulah	State MI ZIP Code 49617
Public Information Officer			
Public Information Officer's Name Mitchell Deisch		Phone Number 231-882-0558	Email Address mdeisch@benzieco.net
Address 448 Court Place		City Beulah	State MI ZIP Code 49617
Emergency Management Coordinator			
Emergency Management Coordinator's Name Frank Post		Phone Number 231-882-0567	Email Address fpost@benzieco.net
Address 448 Court Place		City Beulah	State MI ZIP Code 49617

III. Grant Award and Site Plan Information

The LEPC is applying for an HMEP grant award to support new and/or current off-site emergency response plans (site plans) under the Emergency Planning and Community Right-to-Know Act as found in Title III of the Superfund Amendments and Reauthorization Act (SARA Title III).

Number of complete updates this LEPC proposes to **current** SARA Title III site plans.

8

Number of **new** SARA Title III site plans this LEPC proposes to complete.

0

This LEPC agrees to comply with the requirements for a support grant as referenced in the HMEP, Planning Grant Instructions, Attachment A, Parts II and IV, and requests the \$1,000 grant.

☒ Yes ☐ No

The LEPC has attached its meeting schedule. (Note: This is **required** for grant award approval.)

☒ Yes ☐ No

The LEPC agrees that if it receives a grant award, it will verify that meetings were held as scheduled by submitting meeting minutes or a list of attendees to the Michigan State Police Emergency Management and Homeland Security Division.

☒ Yes ☐ No

LEPC Chair Signature

Date



Correspondence



①

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

December 19, 2018

Dawn Olney, County Clerk
County of Benzie
448 Court Place
Beulah, MI 49617-0377

Dear Ms. Olney:

Thank you for your recent renewal with the Michigan Municipal Risk Management Authority (MMRMA). On behalf of the MMRMA Board of Directors, I am very pleased to provide County of Benzie with \$117,856. This represents your share of the distribution of excess net assets to Members, which was declared by the Board in January 2018. In accordance with your instructions, your share of the distribution will be deposited in your Member Funds Held on Deposit with MMRMA.

This distribution is based on the most recent analysis of net asset adequacy at June 30, 2017. Each year, the Board determines whether to declare a net asset distribution. This year, the Board declared a net asset distribution to eligible Members of \$29 million. MMRMA's ability to declare this distribution is a direct reflection of our consistently strong performance results. Many factors contribute to these results, including better than expected loss trends, good risk management practices, responsiveness to risk control recommendations, and solid investment income. Since a new analysis is performed each year, there is no guarantee of future distributions.

However, the essential and most important factor allowing MMRMA to distribute excess net assets is the long-term commitment of its Members. A majority of MMRMA Members enjoy over 20 years of continuous membership, and several have more than 25 continuous years with our organization. The method used to calculate the distribution of excess net assets recognizes and rewards those municipalities with sustained longevity. In addition to the years of continuous membership, the calculation method considers General Fund contributions and claim loss history in excess of your self-insured retention (SIR) layer over the past five years. The ultimate recognition of the success of our organization goes to you – the MMRMA Members. Without your ongoing participation, such distributions would not be possible. The Board and I sincerely thank you for your loyal support of MMRMA.

Warmest regards,

Michael L. Rhyner
Executive Director

RECEIVED

JAN 04 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

BAY COUNTY BOARD OF COMMISSIONERS

JANUARY 8, 2019

RESOLUTION

- BY: COMMISSIONER KIM J. COONAN, 4TH DISTRICT (1/8/19)
- WHEREAS, Health care costs continue to rise for all Americans and, for some Americans, this increase can be devastating; and
- WHEREAS, Medicare is the focus of many lawmakers who portray it as an "entitlement" program that costs the Treasury too much money. Technically, the term "entitlement" is correct but it has an unfortunate connotation; and
- WHEREAS, Medicare is an essential medical plan that millions of seniors and disabled individuals depend upon to stay alive. Medicare is not a gift, as the term "entitlement" suggests. Many of the beneficiaries have worked their entire adult life and paid into the system in order to receive this crucial medical plan; and
- WHEREAS, Due to spiraling costs largely associated with the price of prescription medications, our elected officials find themselves passing on increased costs to those who can least afford that increase, namely senior citizens and disabled individuals who are on Medicare's Part D drug program; and
- WHEREAS, When congress enacted Medicare Prescription Drug Bill they enacted a law that does not allow Medicare to negotiate with pharmaceutical companies for drug price the way Medicaid and the Veterans Administration does; and
- WHEREAS, One economist, Dean Baker, estimates that Medicare could have saved approximately \$332 billion dollars between 2006 and 2013 (approximately \$50 billion a year) had the Department of Health and Human Services been permitted to negotiate prices of drugs with the drug companies, as federal agencies do in other programs; and
- WHEREAS, Rising prescription drug costs have been the primary reason for the increase in health benefit costs; and
- WHEREAS, The increasing cost of prescription drugs and outrageous profits made by pharmaceutical companies is a systemic problem that significantly affects our state and our nation. It deserves non-partisan effort; and
- WHEREAS, We must prevent our elected officials from balancing the budget on the backs of those who can least afford it, the elderly and disabled. Increases in premiums and drug costs are unacceptable ways to deal with a flawed Medicare Prescription Drug Bill; and
- WHEREAS, We must preserve the Medicare program as it currently exists and to do so requires immediate action to cut unnecessary costs, particularly in the area of prescription drug coverage; and
- WHEREAS, We must revise the Medicare Prescription Drug Bill of 2003 to allow negotiating lower drug prices and the importation of identical, cheaper, drugs from Canada and elsewhere; and
- WHEREAS, We cannot allow the previously approved bill to stand as adopted at the risk of having the Medicare program be the cause of a staggeringly increasing deficit which will require tax increases or cuts to the rest of the government, nor can we allow the continuance of price increases to our citizens cause many to contemplate discontinuing medically necessary drugs in order to pay their bills, heat their houses and have food on the table; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners goes on record urging our Legislators to immediately commence the process of revising the Medicare Prescription Drug Bill of 2003 to allow negotiating lower drug prices and the importation of identical, cheaper drugs from Canada and elsewhere; Be It Further
- RESOLVED That a copy of this resolution be forwarded to our area Federal and State Legislators, the National Association of Counties, the Michigan Association of Counties and the other Michigan counties.

KIM J. COONAN, 4TH DISTRICT
COUNTY COMMISSIONER

Coonan - Revision to Medicare Prescription Drug Bill of 2003
MOVED BY COMM. KRYGIER

SUPPORTED BY COMM. COONAN

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

VOTE TOTALS:
ROLL CALL: YEAS 7 NAYS 0 EXCUSED 0
VOICE: YEAS 7 NAYS 0 EXCUSED 0

DISPOSITION: ADOPTED X DEFEATED WITHDRAWN
AMENDED CORRECTED REFERRED

JAN 14 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

3

Manager Matt Skeels
Clerk Jennifer Kolinske

Motion by Comm Mick and supported by Comm Bowers to approve the 11/13/2018 meeting minutes as amended. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Motion by Comm Bowers and supported by Comm Mick to pay the MERS EFT's in the amount of \$47,065.41 and \$49,039.70. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Mike Johnson Shop Foreman – Two of our older trucks are going up for sale, #320 & #05. Waiting on State of Michigan to approve state salt barn roof. LED Lights have been installed in approximately 60% of our facilities. Adjusted mechanic shifts this year, will not be running a night shift. We have received three quotes on the office furnace replacement.

Scott Fasel Superintendent – Tree work going well. Purchased new radios. New partnership with MSI, sign supplier. They recycle signs, quality is good and cost is half of what we are currently paying.

Al Brown – Recycled gravel in Benzie County – Has access to 5,000 – 7,000 yards of crushed concrete located on 669 that he would like the BCRC board to consider purchasing.

Standing guest: Gary Sauer, County Commissioner – Frank Post submitted two grant applications for locks and cameras at our schools. Benzie was awarded \$244,000, Frankfort was awarded \$174,000. Roger Griner is retiring after completing 39 years. There will be a luncheon on December 18, 2018 from 12:00 – 1:30 pm in his honor. The annual Benzie County Chamber dinner honored Benzie Senior Resources and Stormcloud as businesses of the year. Betsie Valley Trail will be open from Frankfort to Elberta this winter. Millage passed for safety resource officers for the schools. Karen Korolenko has been hired as a contract employee to be the new Veteran's Affairs Officer. Settlement has been reached in the Edmond Lund case. Scott Harris has been appointed to the DHHS board. 90% occupancy at the Maples. Sauer attended the Seasonal Economic meeting, Traverse City was listed as the #1 party city in Northern Michigan.

Public Input: - Sherry Taylor mentioned that MSI sells flags as well. Ron Evitts requested a no U turn sign located north of Wallin Road for a driveway that lines up with Webber Road.

JAN 16 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Items Before the Board:

Resolution 2018-12 2019 Budget - Motion by Comm Bowers and supported by Comm Mick to adopt Resolution 2018-12, 2019 Budget. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Resolution 2018-13 Pavement Warranty - Motion by Comm Mick and supported by Comm Bowers to adopt Resolution 2018-13, Pavement Warranty. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Draft Policy #129 Social Media Usage - Motion by Comm Mick and supported by Comm Bowers to adopt Policy #129 Social Media Usage. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

FY 2018 Audit Authorization - Motion by Comm Bowers and supported by Comm Mick to authorize Manager Skeels to sign FY 2018 Audit Authorization documents. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Employee's on Disability – Vacation Usage (Frederick) Motion by Comm Mick and supported by Comm Bowers to freeze all year-end vacation balances until the administrative staff can draft and present a “roll” policy to the BCRC board. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Christmas Pizza Lunch Dec 19th – 1, 2 & 4 Hour Free Time – Motion by Comm Bowers and supported by Comm Mick to grant 1, 2 & 4 hour paid free time. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

PK Contracting – Extending Contract one more year – N/A – per accounting manual we may not extend a contract for more than one year.

AR Write Offs - Motion by Comm Rosa and supported by Comm Bowers to write off \$358.21 in uncollectable AR. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried

669 Federal Project options – Motion by Comm Mick and supported by Comm Bowers to adopt Resolution 2018-14 Participation in the Federal Aid Exchange Pilot Program selling our FY 2019 federal aid dollars of \$265,000 to Montcalm County for \$185,500 unencumbered. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried

Correspondence/Information/Discussion:

2019 Project List – Manager Skeels reviewed the draft project list with the BCRC board members for FY 2019 paving season.

Set Date for Local Road Committee Meeting – Meeting to be held January 14, 2019 at 1:00 P.M.

Set Date for 1st BCRC board meeting in 2019 – Meeting to be held January 10, 2019 at 9:30 A.M.

Page 3, Benzie CRC mtg 12/13/18

Ironman Race – Manager Skeels attended a meeting regarding the August 25, 2019 Ironman race. The race will go through Almira and Platte Townships. They are proposing closures for 4 hours on 669 that Sunday morning. Manager Skeels has forwarded the information to both Townships. He also recommended that the Townships call Reith Riley and Elmers to see if they are planning on hauling that day.

Hooker Road Bridge Update – Manager Skeels shared pictures with the board of the start to finish process of the construction on Hooker Road bridge. Road/bridge will still need to be paved in the spring. Will be billing CRA this week, expect their funds immediately. Federal grant funds will not be issued until paving is completed in the spring.

Weldon Township – Local Road Funds for Haze Road Black Bridge – Manager Skeels attended Weldon Township meeting. They are requesting that their local road share monies be held to build up a balance to eventually repair/replace Haze Road Black Bridge. BCRC board to consider this option.

Public Input: Ron Evitts had additional questions regarding Haze Road Black Bridge as well as the timber bridge in Thompsonville.

Board Round Table: Manager Skeels informed the board that due to a medical issue, John Fortine is using his vacation, sick and personal time between now and his retirement date of January 11, 2019. Power bill has spiked at our radio tower due to an internet company tapping into our line. Manager Skeels to follow up with the internet company.

Meeting Adjourned at 11:45 AM.

Robert Rosa, Chairman

Jennifer L. Kolinske, Clerk

Centra Wellness Network
Benzie County Community Partners Meeting
Date: November 28, 2018
Location: Benzie County Sheriff Office



Present:

Cheryl Kobernik, Clinical Director
Joie Garrow, Clinical Supports Supervisor
Pat Kozlowski, Clinical Services Supervisor
Felice Kelley Ware
Mitch Deisch
Jennifer Savage
Cameron Clark, Director
Jennifer Tang-Anderson
Dan Smith, Jail Administrator
Kyle Rosa, Under Sheriff
Marj Middel
Shaun Anchak
Ron Berns
Corry Carland
Debbie Aldridge

Centra Wellness Network
Centra Wellness Network
Centra Wellness Network
Centra Wellness Network
Benzie County
DHHS
Family Division/19th Judicial Court
Benzie County Prosecutors Office
Benzie County Corrections
Benzie County Sheriff Office
Veterans Justice Outreach
MDOC Probation/Parole
Benzie County 9-1-1
B.O.C.
Benzie-Leelanau HD

CKobernik@centrawellness.org
Jgarrow@centrawellness.org
Pkozlowski@centrawellness.org
Fkelley@centrawellness.org
mdeisch@benzieco.net
SavageJ1@michigan.gov
cclark@mnstco.net
Jtang@benzieco.net
DSmith@benzieco.net
Krosa@benzieco.net
Marjorie.middel@va.gov
Anchaks1@michigan.gov
Rberns@benzieco.net
Ccarland@benzieco.net
Daldridge@blhd.org

Missing/Copies:

Chip Johnston, CEO
Gerri VanAntwerp
Ted Schendel, Sheriff
Katie Larsen, Children's Services Supervisor
Ann Holmes
Andrew McHugh
John Mead, Probate Judge
Matt Keller
Robert Lozowski, Chief of Police
Dawn Olney/County Clerk – for Board of Commissioner Packets

Centra Wellness Network
BACN
Benzie County Sheriff Office
Centra Wellness Network
Paul Oliver Memorial Hospital
MDOC Probation/Parole
Benzie County Court
Michigan State Police
Frankfort Police Department

Cjohnston@centrawellness.org
Gvanantwerp@benziebacn.org
TSchendel@benzieco.net
KLarsen@centrawellness.org
aholmes@mhc.net
Mchugh@benzieco.net
JMeade@benzieco.net
Kellerm1@michigan.gov
Police.chief@cofrankfort.net
Dolney@benzieco.net

Introductions and Welcome

19th District Court/Family Division

The Family division is working with Centra Wellness Network and Catholic Human Services to create an after-school program for at risk youth. One staff person has been hired by Centra Wellness and one staff person has been hired through Catholic Human Services. Those youth (ages 12 to 17) who are most at risk (current court involvement or are at high risk for becoming involved) will be attending the program at either Grow Benzie or the Manistee Youth Armory. The program will run from 3 pm to 8 pm Monday through Thursday during the school year and will also run during the summer months.

The program will provide:

- Substance education
- Family education/parent education groups
- New forms of coping with stress
- Recreation
- Community Service
- Assistance with school work
- Dinner
 - Coury suggested adding employment opportunities

RECEIVED

JAN 16 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Prosecutor Office

The office is currently inundated with criminal sexual contact cases. They currently have 7 active cases with child victims. In these types of cases there are usually many victims (including adults) and it becomes very overwhelming.

They have reviewed pending files on marijuana charges. There were four cases that were dismissed. Jennifer is not happy with the new law on marijuana becoming legal but is accepting that the people of the state voted for this change.

Jennifer questioned if CWN was involved in a couple of local cases where the individuals appear to have mental health issues.

Centra Wellness Network

Opioid Health Home

Centra Wellness now have the OHH fully staffed other than another prescriber/provider for Suboxone.

Hope to double the capacity from 50 to 100 individuals being served.

The individuals do not need to have a mental health diagnosis in order to be part of the program. If they do not have a mental health diagnosis the person would be served by Catholic Human Services for therapy.

Some clients have already graduated from the program, some have dropped out and other have been discharged due to unacceptable behaviors.

Staff Changes

Centra has had a lot of staff changes recently – mainly due to the domino affect of staff changing positions within the agency.

Jail Services

Northern Lakes CMH has struck a deal with Traverse City Jail to provide a full-time masters level clinician and a certified peer support to assist in the jails.

Marijuana -recreational use

Patrick met with law enforcement in Manistee on this topic. The Manistee Prosecutor and Sheriff Department are currently meeting to review and change policies.

Shaun noted that Circuit Court probation have amended their forms to prohibit marijuana, alcohol and other intoxicants.

- They are educating defendants that they cannot use marijuana and still be in recovery.
- They do not have a high number of cases where the person has gone to prison for using marijuana.

Discussion regarding how law enforcement will need to eventually have tests that they can administer to determine if the person is driving under the influence of marijuana.

- Law enforcement does have drug recognition experts and may be needing more than one per office. There are tests that can determine if THC presence is recent. Law enforcement can provide sobriety tests but not evidentiary tests.

Benzie County Jail

- The females in the jail are working on making Christmas Cards to send to family and friends.
- Felice continues to provide Smart Recovery groups.
- Community Connections will be presented at the January HSC meeting.
- Psychiatry – they located an agency that provides tele-psychiatry for the inmates. The attorneys are reviewing the contract. Goal is for the psychiatrist to work with the medical team.
 - They changed the medical position from an LPN to an RN and the new RN will start next week.
- The jail is fully staffed!
- Inmates are involved with a program where the inmate is recorded reading a story and is then sent to their child.

MDOC (Michigan Department of Corrections)

Probation/Parole has been busy. There has been a slight decrease in the number of people on probation/parole but an increase in the needs of the individuals they are supervising.

They have an open secretarial position (shared with Grand Traverse County). Once this position is filled it will help with the open position in Manistee. Nicky Glass is new Parole agent in Manistee County.

Substances – appears that Methamphetamine is new marijuana in the cases they are seeing.

Phones of people being jailed are seized for drug investigations and there is an unbelievable level of drugs being bought and sold as well as sex being sold.

Shaun noted that level of social work being provided in the field of law enforcement, probation, etc. is not making a difference. People who appear to be walking the walk (doing what they are supposed to do to recover) but behind the scenes they continue to manipulate.

Benzie County

Coury is working on indigent defense with Manistee. They have approved the job description and the budget for the attorneys to work within this program. They have set up guidelines for caseload totals, qualifications and professional development opportunities.

- They met with Muskegon County who has been providing this program for several years.
- MSW interns are also involved with the individuals.

Also working with Networks Northern prisoner reentry to give the individuals employment opportunities.

- They are currently recruiting employers who are willing to hire these individuals.

DHHS

Jennifer Savage introduced herself. Jennifer has been in the Director position for almost one year.

- Three foster care workers have left the agency and the new workers are currently in training.
- Fiscal year started October 1st and funding for the Strong Families/Safe Children program and Family Support Prevention Services program has been cut.
 - DHHS is being very creative with the funding to make sure no families are left without services.
- CPS Audit found 24 findings that weren't up to snuff. Documentation was the main issue.
- They are also completing internal CQI reviews where they are reviewing the files for issues and then training the staff.
- CPS and Foster Care completed a time study which resulted in a reduction in caseload sizes.
- Supplemental budget request was completed – they received half of what was requested and are working on that areas they can economize.
- Universal Caseload – the payments side of the agency. They are in a 10-county GEO group where the workers can work on all the cases in those counties. The new system has been problematic and a learning curve for staff and clients.

- They are cautiously optimistic with system upgrades that will alleviate some of the issues. The January fix will hopefully prioritize the issues.
- There is a huge barrier with central scanning and processing of documentation. The documents are scanned into the system for all workers to have access. There was a software upgrade that was supposed to help the situation, but it made it worse instead. If the documentation is not available, the case is closed and then when the documents are finally scanned in and available, they need to re-open the case.
 - Local agencies and/or clients can drop documentation to local office for scanning into the system.

Veterans Justice Outreach

- New clinic scheduled for Traverse City is not open yet.
- Marj explained that there are huge differences between the veteran's services provided by the federal government, states (MI Veterans Affairs) and counties. The county workers are helping veterans register for benefits, apply for disability, etc.
 - Marj works for Veterans Justice Outreach and assists veterans who are involved with the criminal justice system.

911

- Ron noted they are still looking for staff but have hired one more worker.
- The Fire Department and EMS will be on new 911 system.
- Smart 911 – please continue to encourage people to sign-up. Currently have 382 people registered for this service.
 - Elderly people who do not have access to a computer can hopefully get assistance from their family members or friends.

District Court

- Recovery Court in Benzie has been discontinued and board is being disbanded.
- Manistee District Court is starting a Recovery Court.
- Felony Court – looking at options for providing this program.

Northern Michigan Recovery Residence

This group has been diligent in their search to offer transitional housing for people in recovery.

They have been able to enter into a partnership with the Little River tribe. Little River has purchased a house to rent to the program.

The house will house five males and the resident manager. They are currently working on a job description and salary schedule for the manager. The goal would be to have the house staffed 40 hours per week and would like to have volunteer crew to fill in for the remainder of the hours per week.

Benzie County Sheriff Office

Millage for the School Resource Officer was approved by the voters. Plan is to have officers in each district – Frankfort/Elberta schools and Benzie Central schools. They have secured the contract that Traverse City has with their schools and are using as a template.

Our next meeting is scheduled for **Wednesday, March 6, 2019** beginning at noon at the Benzie County Sheriff Department. Centra Wellness Network will provide lunch.

Minutes submitted by: Lori Baker, Centra Wellness Network



10:00

448 Court Place • Beulah, MI 49617

Memo To: Board of Commission
From: Mitchell D. Deisch, Administrator *M D Deisch*
Date: January 16, 2019
Subject: MEDC Subrecipient Agreement with Venture North

Attached is a subrecipient agreement between Benzie County and Venture North Funding and Development for continued participation in the Michigan Community Development Block Grant program.

Venture North Director Laura Galbreath will be present to go over the Subrecipient Agreement with the BOC.

Requested Action

The Benzie County Board of Commission make a motion to approve the Subrecipient Agreement with Venture North Funding and Development for the Michigan CDBG program and authorize the Chairperson to sign the agreement.

RECEIVED

JAN 16 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

**SUBRECIPIENT AGREEMENT BETWEEN
Benzie County
AND
Venture North Funding & Development
FOR MICHIGAN CDBG PROGRAM**

THIS SUBRECIPIENT AGREEMENT ("Agreement"), entered on November 1, 2018, by and between the **Benzie County** (herein called the "Unit of General Local Government" or "UGLG") and **Venture North Funding & Development** (herein called the "Subrecipient").

WHEREAS, the UGLG has applied for and received funds from the Michigan Strategic Fund ("MSF") under Title I of the Housing and Community Development Act of 1974, as amended ("HCD Act"), Public Law 93-383;

WHEREAS, the UGLG has operated a revolving loan fund ("Local RLF") pursuant to the HCD Act for many years;

WHEREAS, the MSF approved the regionalization of existing revolving loan funds into nine (9) regional entities or Regional Revolving Loan Funds (hereinafter individually a "Regional Fund") pursuant to Resolution 2011-120;

WHEREAS, this regionalization was provided for in the Michigan Consolidated Plan for Housing and Community Development program Year 2012 (July 1, 2012 – June 30, 2013); One Year Action Plan as approved in Resolution 2012-028;

WHEREAS, by Resolution 2012-142 the MSF designated each Michigan CDBG Regional Fund Manager ("RFM" or "Fund Manager"), including the Subrecipient as the RFM for Region(s) **2** (hereinafter called "the Region");

WHEREAS, the UGLG and its Local RLF are within the Region; and

WHEREAS, the UGLG wishes to engage the Subrecipient to assist the UGLG in utilizing such Local RLF funds and additional Community Development Block Grant ("CDBG") funds which the UGLG may receive.

NOW, THEREFORE, it is agreed between the parties hereto that;

I. PARTIES' RESPONSIBILITIES

A. Subrecipient's Responsibilities

The Subrecipient will be responsible for administering a CDBG revolving loan program, also referred to as Regional Revolving Loan Fund ("Regional Fund"), for the UGLG identified above. The Subrecipient will administer all tasks in connection with the aforesaid program in compliance with all applicable Federal, state, and local laws, statutes, rules and regulations, and MSF program guidance (Grant Application Manual or Guide, hereinafter "GAM") as may be amended from time to time, governing these funds, and in a manner satisfactory to the UGLG and the MSF.

Changes to the program focus and objectives, or services, contained in this Agreement, unless otherwise noted, may only be made through a written amendment to this Agreement, executed by both the Subrecipient and UGLG and acknowledged by the MSF Fund Manager or designee.

The focus of the Subrecipient's efforts under this Agreement will be the provision of loans to private, for-profit businesses located in the jurisdiction of the UGLG that will result in the creation of jobs primarily for low-and moderate-income individuals at those businesses or which will meet another permissible CDBG National Objective as provided in the GAM. The major tasks that the Subrecipient will perform in connection with the operation of a Regional Fund include, but are not limited to, the following:

- 1) **Outreach.** The Subrecipient will advertise and market the Regional Fund and conduct other forms of outreach. The Subrecipient's outreach efforts will be sufficient to generate enough demand to be able to close loans that produce jobs, the majority of which will be for low- and moderate-income persons.
- 2) **Completion of Loan Applications; Underwriting Assessment.** The Subrecipient will assist for-profit businesses and other eligible borrowers in completing loan applications, and will perform an assessment of each loan request to: (a) determine the CDBG eligibility of the loan, (b) evaluate the loan's job creation potential relative to meeting the National Objective and Public Benefit standards, and (c) ascertain that the loan will minimize, to the extent practicable, displacement of existing businesses and jobs in neighborhoods. The Subrecipient will perform a front-end assessment to determine whether each loan and the financing terms associated with it are appropriate, and as part of this assessment will consider the following:
 - a) the business' need for financial assistance;
 - b) the feasibility of the proposed venture or business activity;
 - c) the past business experience of the applicant;
 - d) the reasonableness of the proposed costs and return to the applicant;
 - e) the commitment of other sources of funds;
 - f) and the ratio of the loan amount to the full-time equivalent jobs expected to be created.

Additional underwriting standards and requirements may be found in the GAM.

- 3) **Obtain Loan Collateral.** The Subrecipient will identify and obtain loan collateral, or other appropriate forms of loan security, sufficient to reduce the financial risk associated with each CDBG-funded loan, consistent with the program intent of providing financing in situations where adequate conventional financing is not available and as may be provided in the GAM.
- 4) **Loan Approval Committee.** The Subrecipient shall establish and maintain a Loan Approval Committee for the Regional Fund which will have no fewer than five (5) seats and no more than seven (7) seats. The composition and experience

requirements for the Loan Approval Committee are re-iterated in the GAM. In no case, can a Loan Approval Committee convene to consider a loan request without a representative from the community where the project resides.

- 5) **Incurring Costs.** The Subrecipient shall be responsible for making sure that no CDBG or non CDBG project costs have been incurred prior to either execution of the formal loan agreement or completion of the environmental review procedures and written authorization from the CDBG Revolving Loan Fund Program Specialist to incur project related costs.
- 6) **Loan Closing.** With the authorization of the Regional Fund program's Loan Approval Committee, the Subrecipient will execute all necessary documents and disburse funds as necessary to cover the expenses of approved applicants for activities authorized by executed loan agreements. The loan documents executed with applicants will include explicit provisions describing (a) the records that Borrowers must maintain to demonstrate the eligibility of the CDBG expenditures and the satisfaction of the CDBG National Objective, and (b) the conditions and procedures under which late payment penalties, default and/or foreclosure will occur. Prior to any disbursement, each loan must be approved in writing by the MSF or its designee.
- 7) **Loan Servicing/Loan Portfolio Management.** The Subrecipient will establish and maintain a consistent method for recording monthly payments, with up-to-date ledgers and timely reconciliations which is consistent with the GAM and acceptable to the MSF or its designee. The Subrecipient will also establish a system to monitor the financial health of Borrowers, in order to anticipate repayment problems called a Troubled Asset Management Plan ("TAMP") which is discussed further in this document and within the GAM. The Subrecipient will apply its policies and procedures regarding late payments, defaults, loan re-negotiation, and foreclosure in a timely and consistent manner.
- 8) **Monitoring Of Job Creation.** For those projects required to create low to moderate income ("LMI") jobs, the Subrecipient will monitor Borrowers on at least a semi-annual basis to assess their progress in creating jobs for low- and moderate-income persons, and will institute default and foreclosure of the loan (subject to any inter-creditor rights and with penalties if appropriate) in instances where the Borrower fails to take sufficient action to satisfy the CDBG National Objective requirement.
- 9) **Management of Program Income.** Any program income (as defined at 24 CFR 570.489(e)) generated in connection with the economic development loan program, including loan repayments, late payment penalties, recaptures, or proceeds from foreclosure, will be utilized consistent with applicable CDBG program requirements. The Subrecipient shall apply this program income toward additional loans under the Regional Fund program through the use of a revolving fund pursuant to 24 CFR 570.489(f).

- 10) **Maintenance of Records.** In addition to the financial records regarding loan repayment cited in Paragraph A.6 above, the Subrecipient will maintain sufficient records to fully document (a) the loan application and underwriting review, including the front end assessment of CDBG eligibility and appropriateness of the loan, (b) the final terms and conditions of the loan, including collateral or other forms of loan security involved, (c) satisfaction of the CDBG National Objective, and Public Benefit requirements consistent with the requirements of 24 CFR 570.483, and (d) proper utilization of program income received. All such records will be maintained according to the general requirements of 24 CFR 570.490 and those specified in the section of this Agreement on retention of records.
- 11) **Borrower Compliance.** Recipients of loan proceeds ("Borrower(s)") from the Regional Fund must comply with all federal and state laws, statutes, regulations, rules and policies, including, but not limited to, all reporting, monitoring and other requirements. Borrowers must acknowledge their compliance obligations at loan inception.
- 12) **General Regional Fund Program Management.** In addition to all of the responsibilities above, the Subrecipient shall be responsible for (a) maintaining separate accounting for the various types of capital, (b) reporting results of the Regional Fund program quarterly to the UGLG with a copy provided to the MSF or its designee, (c) obtaining written pre-funding consent from the MSF or its designee prior to any loan closing, (d) managing the administrative and oversight costs, including potential costs associated with third party contract service providers, and (e) obtaining written consent from the MSF or its designee prior to any disbursement.
- 13) **Adoption of Credit Policies.** The Subrecipient shall maintain at all times Lending Policies, Collection Policies, Compliance Policies, and Financial Accounting Policies consistent with the GAM which are customary to lending institutions and germane to their activities.
- 14) **CDBG Project Closure.** The Subrecipient shall complete the Project Closeout Report and submit all required attachments and documentation requested for review by MSF Staff. The process for closing out CDBG Revolving Loan Fund Projects is promulgated in the GAM and is regularly updated.

Repayments received on projects which are considered by the MSF as both Closed and Succeeded are no longer subject to Program Income restrictions and are instead subject to a certain Repaid Funds Agreement which shall be executed concurrently by the Subrecipient.

B. UGLG Responsibilities

- 1) The UGLG shall sub-grant to the Subrecipient its uncommitted Local RLF funds and certain new CDBG funds received from the MSF pursuant to the terms and conditions of this Agreement (the "Subgranted Funds"). The UGLG shall continue to retain responsibility related to its Local RLF and for its sub-granted CDBG funds, program income and existing loans and grants, and shall be required to

participate in the resolution of any problems that may develop in the course of a project's implementation. Specifically, as it pertains to all transactions subject to this Agreement, the UGLG shall:

- a) Collaborate with Subrecipient to complete or assist with UGLG specific compliance items and oversee Subrecipient compliance with additional statutory and program requirements, including but not limited to:
 - National Objectives
 - Citizen Participation
 - Property Management
 - Financial Management
 - Environmental Review
 - Fair Housing
 - Equal Opportunity
 - Labor Standards
 - Acquisition and Relocation
 - Procurement and Contract Management
 - b) Oversee Local/Regional RLF budget and project amendments
 - c) Oversee field review and audits of project activities and overall project progress
 - d) Review final close-out reports prepared by Subrecipient prior to submission to the MSF
 - e) Oversee and monitor third-party contracts related to projects that utilize its program income
 - f) Review quarterly reporting prepared by the Subrecipient
 - g) Attend on-site project monitoring with the MSF and Subrecipient
 - h) Attend on-site monitoring of Subrecipient with MSF, as requested
 - i) Complete annual Subrecipient performance report and submit to MSF
- 2) A copy of all files and records as required to be kept by an UGLG or as provided in the GAM must be kept at the UGLG office and must be available to the public during regular business hours, except documents deemed confidential and exempt from disclosure pursuant to MCL 15.243. Documents to be made available include copies of approved written policies related to the statutory and program requirements listed above. Required documentation and record keeping is discussed in greater detail in Section VIII.B, below.
- 3) **Required actions:** contemporaneous with the signing of this Agreement, the UGLG shall submit to the MSF the information below as provided in the attached **Exhibit A** and **Exhibit B**:
- a) Appointment of signatory/representative to Regional Fund Loan Approval Committee
 - b) Acceptance of current GAM
 - c) Statement of Assurances

II. TIME OF PERFORMANCE

Services of the Subrecipient shall start on the Effective Date set forth in the first paragraph of this Agreement and end on **June 30, 2021**. The term of this Agreement and the provisions herein may be extended to cover any additional time period during which the Subrecipient remains in control of CDBG funds or other CDBG assets, including program income. Extensions must be approved by the UGLG and the MSF.

The MSF reserves the right and the UGLG and Subrecipient agree that the MSF for either cause or convenience may suspend and/or terminate any and all Regional Fund activities and direct the Subrecipient as to the further use and purpose of Regional Fund assets. If the suspension/termination is for convenience, the UGLG and Subrecipient shall be provided sixty (60) days' written notice of the termination and the specific rationale for the action.

III. TRANSFER OF CURRENT AND FUTURE PROGRAM INCOME

The UGLG hereby agrees to provide, and the Subrecipient agrees to accept, and the MSF hereby consents commensurate with its Resolutions 2013-054 and 2013-078 to the subgrant of all currently outstanding program income and any future program income received by the UGLG to the Subrecipient. Upon the execution of this Agreement, program income will be subgranted within fifteen (15) business days to the account of the Subrecipient. Any additional program income received shall be subgranted no less frequently than quarterly on the first business day of the first month of the quarter by electronic transfer or other form acceptable to the parties.

IV. REIMBURSEMENT OF ADMINISTRATIVE EXPENSES OF UGLG

- A. Reimbursement of Administrative Expenses for Existing Business
Program Income received by a Local RLF which is then sub-granted to a Regional Fund under this Agreement may be reduced by a percentage, which is described in the GAM, which may be used for the reimbursement of reasonable and allowable administrative expenses associated with existing business of the Local RLF. Excess and unused funds may then be sub-granted in whole to the Regional Fund.
- B. Reimbursement of Administrative Expenses for New Business
Upon the initial transfer of Program Income from the UGLG to the Regional Fund, a percentage described in the GAM of the transferred amount may be set aside and made available to the Regional Fund for the reimbursement of reasonable and allowable administrative expenses associated with new business undertaken by the Regional Fund.

Payments may be contingent upon certification of the Subrecipient's financial management system in accordance with the standards specified in 24 CFR 570.489(d).

V. NOTICES

Notices required by this Agreement shall be in writing and delivered via mail (postage prepaid), commercial courier, or personal delivery or sent by facsimile or other electronic means. Any notice delivered or sent as aforesaid shall be effective on the date of delivery or sending. All notices and other written communications under this Agreement shall be addressed to the

individuals in the capacities indicated below, unless otherwise modified by subsequent written notice.

Communication and details concerning this contract shall be directed to the following contract representatives:

UGLG

Benzie County
Mitch Deisch
County Administrator
448 Court Place
Beulah, MI 49617

SUBRECIPIENT

Venture North Funding & Development
Laura Galbraith
Executive Director
202 E. Grandview Parkway
Traverse City, MI 49684

With a copy to:

Michigan Strategic Fund
Attn: Fund Manager
300 N. Washington Square
Lansing, MI 48913

VI. SPECIAL CONDITIONS**A. Eligible Use of Regional Fund Assets or Subgranted Funds**

- 1) Subgranted Funds may be deployed for projects that meet the charter and bylaws of the Regional Fund organization and provide funding for eligible businesses and projects that provide employment opportunities to primarily low and moderate income individuals who live in the State of Michigan or may, as a result of the use of funds, receive new employment or remain employed within the State of Michigan as further set forth in the GAM.

Projects shall comply with the GAM. Activities shall also adhere to all CDBG requirements including those imposed by HUD, the MSF, and any other state or federal legal requirements.

- 2) The Regional Fund may provide loans, loan guarantees, collateral enhancements, purchase loan participations, and deploy funds in any other manner not specifically prohibited herein, in the HCDA, or in federal and state statutes, regulations, rules and policies, but which meet the spirit of the mission of the Regional Fund, namely the support and capitalization of businesses which offer employment opportunities within the Regional Fund's region. It is contemplated Subgranted Funds will be used to mitigate or participate in credit risk.
- 3) The MSF reserves the right to approve, on behalf of the Regional Fund, any transaction that meets the requirements of the CDBG program, HUD and any and all state and federal laws, rules, regulations and policies, but which are not otherwise prohibited by this Agreement or the GAM.

- 4) The RFM shall operate the Regional Fund in a way that is consistent with the UGLG's community development plan.
- 5) The RFM shall operate the Regional Fund in a way that is consistent with the Statement of Assurances attached as **Exhibit B**.

B. Prohibitions

- 1) Regional Fund assets may not be used in speculation, but must be tied to specific projects meeting national objectives.
- 2) Regional Funds may not provide assistance to professional sports teams.
- 3) Regional Funds may not provide assistance with assets to privately-owned recreational facilities that serve a predominately higher-income clientele, where the recreational benefit to users or members clearly outweighs the employment or other benefits to low-and moderate-income persons.
- 4) Regional Funds may not provide assistance to a borrower or project while that business or any other business owned by the same person(s) or entity (ies) is the subject of unresolved findings of non-compliance related to previous CDBG assistance.
- 5) Regional Fund assets may not be used for the acquisition, construction, or reconstruction of buildings for the general conduct of government as that term is defined in 42 U.S.C. §5302(a) (21).
- 6) Regional Fund assets may not be used for political activities of any kind.
- 7) Regional Fund assets may not be used to pay for obligations which are general fund obligations of a local unit of government.
- 8) Regional Fund assets may not be used to pay for the general promotion of the community as a whole.
- 9) Regional Fund assets may not be used for income payments.
- 10) Regional Fund assets may not be used to assist directly in the relocation of any industrial or commercial plant, facility, or operation from one area to another area, if the relocation is likely to result in a significant loss of employment in the labor market area from which the relocation occurs, as provided in 42 U.S.C. §5305(h).
- 11) Any other activity described in 24 CFR 570.207.

C. Grant Application Manual or Guide ("GAM")

All funds and projects shall be administered in compliance with all applicable Federal, state, and local laws, statutes, rules and regulations, and the GAM, as may be amended and updated from time to time, governing these funds and the CDBG program, and in a manner satisfactory to the UGLG and the MSF. The GAM contains additional requirements and policies on such matters, including, but not limited to, passive real estate, interest rates, approval of exceptions, loan terms, guarantees and subordination.

D. Recourse

The MSF may, or be directed by HUD to, recapture either Program Income or Grant Funds should such funds have been used for a project which fails to meet or make sufficient progress toward a National Objective or which experiences a failure of compliance with

federal or state laws, rules, policies, regulations, or guidance issued within the GAM. The Subrecipient agrees that such a recapture will trigger a default in the underlying agreements associated with the project. The Subrecipient agrees to cooperate in order to facilitate the realization of remedies from the underlying project. The Subrecipient further agrees that such a recapture which documents a failure associated with activities managed by the Subrecipient under this Agreement shall become the financial obligation of the Subrecipient to the UGLG and the MSF.

E. Troubled Asset Management Plan

The Subrecipient shall adopt and follow a Troubled Asset Management Plan ("TAMP") which shall include the use of forbearance agreements and other legal and financial instruments which are normal and customary in the course of such activities for traditional commercial and non-profit lenders. The TAMP shall be satisfactory to the UGLG and the MSF and shall incorporate, at a minimum, such elements and obligations as described in the GAM, Revolving Loan Fund chapter under section titled "Troubled Asset Management" which may be updated from time to time.

F. MSF Identified Fraud and Subrecipient Misconduct

If at any time, and under any condition of discovery, the MSF identifies fraud, negligence, willful misconduct, theft, or any other deliberate act which violates or appears to violate any state or federal law, rule, regulation, policy or process to which the Subrecipient must adhere (collectively "Misconduct") the MSF shall act to protect the program, its assets, and the Borrowers and communities which it serves by taking any actions deemed necessary including, but not limited to, rescinding the designation as a Regional Fund or RFM, withdrawing and/ or recovering capital and income, redirecting the repayment of loan assets, seizing books, records, documents and accounts of Borrowers and of the Subrecipient and any similar or related material it deems necessary in its sole determination. The MSF may do so with reasonable notice to the Subrecipient.

The MSF, in cooperation with HUD, may evaluate a Corrective Action Plan by a Subrecipient and/or UGLG intended to address a finding of Misconduct as described herein. In evaluating such a plan, the MSF, in cooperation with HUD, shall determine if such proposed Corrective Action Plan is sufficient to remedy the finding and to what extent the Subrecipient or former Subrecipient may be allowed to continue to participate in the program.

VII. GENERAL CONDITIONS

The Subrecipient agrees to comply with the requirements of Title 24 of the Code of Federal Regulations, Part 570 (the U.S. Housing and Urban Development regulations concerning Community Development Block Grants including Subpart I of these regulations, except that (1) the Subrecipient does not assume the recipient's environmental responsibilities described in 24 CFR 58.4; and (2) the Subrecipient does not assume the recipient's responsibility for initiating the review process under the provisions of 24 CFR Part 52. The Subrecipient also agrees to comply with all other applicable Federal, state and local statutes, rules, regulations, and the GAM

governing the funds provided under this contract. The Subrecipient further agrees to utilize funds available under this Agreement to supplement rather than supplant funds otherwise available.

A. Independent Contractor

Nothing contained in this Agreement is intended to or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. The Subrecipient shall at all times remain an independent contractor with respect to the services to be performed under this Agreement. The UGLG shall be exempt from payment of all Unemployment Compensation, FICA, retirement, life and/or medical insurance and Workers' Compensation Insurance, as the Subrecipient is an independent contractor.

B. Indemnification and Hold Harmless

To the full extent allowed by law, the Subrecipient shall indemnify, defend and hold harmless the UGLG and the MSF, including its board members, participants, committee members, officers, agents and employees (the "Indemnified Persons"), from any damages that either may sustain through the negligence or willful misconduct of the Subrecipient pertaining to its performance of the activities set forth in this Agreement. The Subrecipient shall maintain such insurance as necessary to comply with this provision. The Subrecipient shall maintain such insurance to protect the Indemnified Persons from claims that might arise out of, or as a result of, the Subrecipient's operations; however, the Subrecipient's indemnification obligation shall not be limited to the limits of liability imposed under the Subrecipient's insurance policies. The Subrecipient shall provide and maintain its own general liability and workers' compensation insurance. The insurance shall be written for not less than any limits of liability, if any, required by law for the Subrecipient's obligation to provide indemnification under this Agreement.

C. Workers' Compensation

The Subrecipient shall provide Workers' Compensation Insurance coverage for all of its employees involved in the performance of this Agreement.

D. Insurance & Bonding

The Subrecipient shall carry sufficient insurance coverage to protect contract assets from loss due to theft, fraud and/or undue physical damage and, as a minimum, shall purchase a blanket fidelity bond covering all employees in an amount equal to cash advances from the UGLG. The Subrecipient shall comply with the bonding and insurance requirements of 2 CFR 200.325, Bonding and Insurance.

E. UGLG Recognition

The Subrecipient shall insure recognition of the role of the UGLG in providing services through this Agreement. All activities, facilities and items utilized pursuant to this Agreement shall be prominently labeled as to funding source. In addition, the Subrecipient will include a reference to the support provided herein in all publications made possible with funds made available under this Agreement.

F. Amendments

With the written consent of the MSF, the UGLG or Subrecipient may amend this Agreement at any time, provided that such amendments make specific reference to this Agreement, and are executed in writing, signed by a duly authorized representative of each organization, and approved by the UGLG's governing body. Such amendments shall not invalidate this Agreement, nor relieve or release the UGLG or Subrecipient from its obligations under this Agreement.

The UGLG may, in its discretion, amend this Agreement to conform with Federal, state or local governmental guidelines, policies and available funding amounts, or for other reasons. If such amendments result in a change in the funding, the scope of services, or schedule of the activities to be undertaken as part of this Agreement, such modifications will be incorporated only by written amendment signed by both UGLG and Subrecipient. Such amendments require the express written consent of the MSF.

The GAM may be revised and amended during the term of this Agreement. Updated versions of the GAM shall be posted and shall be applicable to this Agreement upon their posted effective date.

G. Suspension or Termination

In accordance with 2 CFR 200.338, 339, 341 and 342, the UGLG (with the concurrence of the MSF) may suspend or terminate this Agreement if the Subrecipient materially fails to comply with any terms of this Agreement, which include (but are not limited to) the following:

- 1) Failure to comply with any of the rules, regulations or provisions referred to herein, or such statutes, regulations, executive orders, and HUD guidelines, policies or directives as may become applicable at any time;
- 2) Failure, for any reason, of the Subrecipient to fulfill in a timely and proper manner its obligations under this Agreement;
- 3) Ineffective or improper use of funds provided under this Agreement; or
- 4) Submission by the Subrecipient to the UGLG reports that are incorrect or incomplete in any material respect.

In accordance with 2 CFR 200.339 and 340, this Agreement may also be terminated for convenience by either the UGLG or the Subrecipient, in whole or

in part, by setting forth the reasons for such termination, the effective date, and, in the case of partial termination, the portion to be terminated. However, if in the case of a partial termination, the UGLG determines that the remaining portion of the award will not accomplish the purpose for which the award was made, the UGLG may terminate the award in its entirety. All Subrecipient awards shall contain language providing for their termination in the event the UGLG determines the award will no longer accomplish the purpose for which it was approved and for the assignment of any loans to the UGLG in the event the UGLG suspends or terminates this Agreement as set forth above.

In either event, the Subrecipient shall be provided sixty (60) days' written notice of the suspension or termination and the specific rationale for the action.

H. Default, Suspension, and Repayment Provisions

- 1) **Events of Default.** Notwithstanding anything to the contrary, the Subrecipient's ability and authority to manage the Regional Fund shall automatically be suspended, and may be terminated as provided by this Agreement, upon the occurrence, and during the continuance, of an Event of Default or as otherwise specified in this Agreement. The occurrence of any one or more of the following events or conditions shall constitute an Event of Default under this Agreement, unless a written waiver of the Event of Default is signed by the MSF Fund Manager:
 - a) any representation made by the Subrecipient shall prove incorrect at the time that such representation was made in any material respect, including, but not limited to, any information provided to the MSF;
 - b) any material breach by the Subrecipient of an obligation of the Subrecipient under this Agreement, including failure to submit reports when due, or failure to maintain the required documents, which is not cured by the Fund Manager to the satisfaction of the MSF Fund Manager within the Cure Period;
 - c) the Subrecipient is in default, violation, breach, or non-compliance, of any kind or nature under any agreement or requirement, including submission of reports, with the MSF or MEDC, or for any department or agency within the State, including, without limitation, the Department of Licensing and Regulatory Affairs, the Department of Environmental Quality, the Department of Treasury, the MSF, the Michigan Economic Growth Authority (or any successors or assigns to any of the foregoing), which is not cured by the Subrecipient to the satisfaction of the MSF Fund Manager within the Cure Period;
 - d) any voluntary bankruptcy or insolvency proceedings are commenced by the Subrecipient;
 - e) any involuntary bankruptcy or insolvency proceedings are commenced against the Subrecipient, which proceedings are not set aside within 60 calendar days from the date of institution thereof;
 - f) the Subrecipient's failure to comply with any provision of this Agreement;

- g) Misconduct, as defined herein;
- h) failure of the Subrecipient to adequately advertise and market the Regional Fund and/or the failure of the Regional Fund to have sufficient loan or commercial credit activity to comply with the continuing activity definition adopted by the MSF for the CDBG revolving loan funds; and
- i) any dissolution of the Subrecipient.

- 2) **Available Remedies.** Upon the occurrence of any one or more of the Events of Default (after the expiration of any applicable Cure Periods without the required cure), in addition to the automatic suspension of the Subrecipient's ability and authority to manage the Regional Fund, the MSF may terminate this Agreement, and the Subrecipient's ability and authority to manage the Regional Fund, all at the option of the MSF. The suspension or termination the Subrecipient's ability and authority to manage the Regional Fund or of this Agreement are not intended to be the sole and exclusive remedy available to the MSF, and each remedy shall be cumulative, and in addition to every other provision or remedy given herein or now or hereafter existing at law, in equity, by statute or otherwise. The Subrecipient shall also pay all costs and expenses, including, without limitation, reasonable attorney's fees and expenses incurred by the MSF in collecting any sums due the MSF under this Agreement, in enforcing any of its rights under this Agreement, or in exercising any remedies available to the MSF.

Cure Period shall mean within thirty (30) business days after written notice by the MSF Fund Manager, or within such longer period of time as determined in writing and at the sole discretion of the MSF Fund Manager.

This Paragraph shall survive the end of the Term of the Agreement for a period of three (3) years.

- 3) **Recourse.** Upon the occurrence of any one or more of the Events of Default (after the expiration of any applicable Cure Periods without the required cure), the MSF may recapture Regional Funds used for a project which does not comply with federal or state laws, rules, policies, regulations, or guidance issued within the GAM ("Recapture"). The Subrecipient agrees that such a recapture will trigger a default in the underlying agreements associated with the project. The Subrecipient agrees to cooperate in order to facilitate the realization of remedies from the underlying project, including, if necessary, the assignment to the MSF of all interest in any Regional Fund agreements and any Regional Funds. The Subrecipient further agrees that in the event of any Recapture under this Agreement, any deficiency in the Regional Funds shall become the financial obligation of the Subrecipient to the MSF.

VIII. ADMINISTRATIVE REQUIREMENTS

A. Financial Management

- 1) **Accounting Standards.** The Subrecipient agrees to comply with 24 CFR 570.489(d) and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred.
- 2) **Cost Principles.** The Subrecipient shall administer its program in conformance with 2 CFR 200 Subpart E – Cost Principles. These principles shall be applied for all costs incurred whether charged on a direct or indirect basis.

B. Documentation and Record Keeping

- 1) **Records to be Maintained.** The Subrecipient shall maintain and provide to the UGLG all records required by the Federal regulations specified in 24 CFR 570.490 and GAM Chapter 8 that are pertinent to the activities to be funded under this Agreement. Such records shall include but not be limited to:
 - a) Records providing a full description of each activity undertaken;
 - b) Records demonstrating that each activity undertaken meets one of the National Objectives of the CDBG program;
 - c) Records required to determine the eligibility of activities;
 - d) Records required to document the acquisition, improvement, use or disposition of real property acquired or improved with CDBG assistance;
 - e) Records documenting compliance with the fair housing and equal opportunity components of the CDBG program;
 - f) Financial records as required by 24 CFR 570.490; and
 - g) Other records necessary to document compliance with Subpart I of 24 CFR Part 570.
- 2) **Access to Records:** The Subrecipient shall furnish and cause each of its own subrecipients or subcontractors to furnish all information and reports required hereunder and will permit access to its books, records and accounts by the UGLG, MSF or its agent, or other authorized state and Federal officials for purposes of investigation to ascertain compliance with the rules, regulations and provisions stated herein.
- 3) **Retention.** Subrecipient shall retain all financial records, supporting documents, statistical records, and all other records pertinent to the Agreement for a period of four (4) years. The retention period begins on the date of the submission of the UGLG's annual performance and evaluation report to MSF in which the activities assisted under the Agreement are reported on for the final time. Notwithstanding the above,

if there is litigation, claims, audits, negotiations or other actions that involve any of the records cited and that have started before the expiration of the four-year period, then such records must be retained until completion of the actions and resolution of all issues, or the expiration of the four-year period, whichever occurs later.

- 4) **Client Data.** The Subrecipient shall maintain client data demonstrating client eligibility for services provided. Such data shall include, but not be limited to, client name, address, income level or other basis for determining eligibility, and description of service provided. Such information shall be made available to UGLG monitors, or their designees, for review upon request.
- 5) **Disclosure.** The Subrecipient understands that client information collected under this contract is private, and the use or disclosure of such information, when not directly connected with the administration of the UGLG's or Subrecipient's responsibilities with respect to services provided under this contract, may be prohibited by applicable Michigan or Federal law, unless written consent is obtained from such person receiving service and, in the case of a minor, that of a responsible parent/guardian.
- 6) **Closeouts.** The Subrecipient's obligation to the UGLG shall not end until all closeout requirements of the Agreement are completed. Activities during this closeout period shall include, but are not limited to: making final payments, disposing of program assets (including the return of all unused materials, equipment, unspent cash advances, program income balances, and accounts receivable to the UGLG), and determining the custodianship of records. Notwithstanding the foregoing, the terms of this Agreement shall remain in effect during any period that the Subrecipient has control over CDBG funds, including program income.
- 7) **Audits and Inspections.** All Subrecipient records with respect to any matters covered by this Agreement shall be made available to the UGLG, grantor agency, and the Comptroller General of the United States, or any of their authorized representatives, at any time during normal business hours, as often as deemed necessary, to audit, examine, and make excerpts or transcripts of all relevant data. Any deficiencies noted in audit reports must be fully cleared by the Subrecipient within 30 (thirty) days after receipt by the Subrecipient. Failure of the Subrecipient to comply with the above audit requirements will constitute a violation of this contract and may result in the withholding of future payments. The Subrecipient hereby agrees to have an annual agency audit conducted in accordance with current UGLG policy concerning Subrecipient audits and OMB Circular A-133.

C. Reporting and Payment Procedures

- 1) **Program Income.** The Subrecipient shall report quarterly all program income (as defined at 24 CFR 570.489(e)) generated by activities carried out with CDBG funds made available under this contract. The use of program income by the Subrecipient shall comply with the requirements set forth at 24 CFR 570.489(e). By way of further limitations, the Subrecipient may use such income during the contract period for activities permitted under this contract and shall reduce requests for additional funds by the amount of any such program income balance on hand. Any interest earned on cash advances from the U.S. Treasury and from funds held in a revolving fund account is not program income and shall be remitted promptly to the UGLG or MSF.
- 2) **Progress Reports.** The Subrecipient shall submit regular Quarterly Progress Reports to the UGLG in the form, content, and frequency as required by the UGLG.

D. Procurement

- 1) **Compliance.** The Subrecipient shall comply with current UGLG policy concerning the purchase of equipment and shall maintain inventory records of all non-expendable personal property as defined by such policy as may be procured with funds provided herein. All program assets (unexpended program income, property, equipment, etc.) shall revert to the UGLG upon termination of this Agreement.
- 2) **OMB Standards.** Unless specified otherwise within this Agreement, the Subrecipient shall procure all materials, property, or services in accordance with the requirements of 2 CFR 200, Subpart F.

E. Use and Reversion of Assets

The use and disposition of real property and equipment under this Agreement shall be in compliance with the requirements of 24 CFR Part 84 and 24 CFR 570.489(j) and (k), as applicable, which include, but are not limited to, the following:

- 1) The Subrecipient shall transfer to the MSF or the UGLG, as directed by the MSF, any CDBG funds on hand and any accounts receivable attributable to the use of funds under this Agreement at the time of expiration, cancellation, or termination of this Agreement.
- 2) Real property under the Subrecipient's control that was acquired or improved, in whole or in part, with funds under this Agreement in excess of \$25,000 shall be used to meet one (1) of the CDBG National Objectives pursuant to 24 CFR 570.483 until five (5) years after expiration of this Agreement. If the Subrecipient fails to use CDBG-assisted real property in

a manner that meets a CDBG National Objective for the prescribed period of time, the Subrecipient shall pay the UGLG an amount equal to the current fair market value of the property, less any portion of the value attributable to expenditures of non-CDBG funds for acquisition of, or improvement to, the property. Such payment shall constitute program income to the UGLG. The Subrecipient may retain real property acquired or improved under this Agreement after the expiration of the five-year period.

- 3) In all cases in which equipment acquired, in whole or in part, with funds under this Agreement is sold, the proceeds shall be program income (prorated to reflect the extent to that funds received under this Agreement were used to acquire the equipment). Equipment not needed by the Subrecipient for activities under this Agreement shall be (a) transferred to the UGLG for the CDBG program; or (b) retained after compensating the UGLG [an amount equal to the current fair market value of the equipment, less the percentage of non-CDBG funds used to acquire the equipment].

IX. RELOCATION, REAL PROPERTY ACQUISITION AND ONE-FOR-ONE HOUSING REPLACEMENT

The Subrecipient agrees to comply with (a) the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended ("URA"), and implementing regulations at 49 CFR Part 24 and 24 CFR 570.606(b); (b) the requirements of 24 CFR 570.606(c) governing the Residential Anti-displacement and Relocation Assistance Plan under section 104(d) of the HCD Act; and (c) the requirements in 24 CFR 570.606(d) governing optional relocation policies. The Subrecipient shall provide relocation assistance to displaced persons as defined by 24 CFR 570.606(b)(2) that are displaced as a direct result of acquisition, rehabilitation, demolition or conversion for a CDBG-assisted project. The Subrecipient also agrees to comply with applicable UGLG ordinances, resolutions and policies concerning the displacement of persons from their residences.

X. PERSONNEL & PARTICIPANT CONDITIONS

A. Civil Rights

- 1) **Compliance.** The Subrecipient agrees to comply with the Michigan Persons with Disabilities Civil Rights Act, MCL 37.1101 et seq. and with Title VI of the Civil Rights Act of 1964 as amended, Title VIII of the Civil Rights Act of 1968 as amended, Section 104(b) and Section 109 of Title I of the Housing and Community Development Act of 1974 as amended, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, the Age Discrimination Act of 1975, Executive Order 11063, and Executive Order 11246 as amended by Executive Orders 11375, 11478, 12107 and 12086.
- 2) **Nondiscrimination.** The Subrecipient agrees to comply with the non-discrimination in employment and contracting opportunities laws,

regulations, and executive orders referenced in 24 CFR 570.607, as revised by Executive Order 13279. The applicable non-discrimination provisions in Section 109 of the HCDA are still applicable.

- 3) **Land Covenants.** This contract is subject to the requirements of Title VI of the Civil Rights Act of 1964 (P. L. 88-352) and 24 CFR 570.487 and 570.602. In regard to the sale, lease, or other transfer of land acquired, cleared or improved with assistance provided under this contract, the Subrecipient shall cause or require a covenant running with the land to be inserted in the deed or lease for such transfer, prohibiting discrimination as herein defined, in the sale, lease or rental, or in the use or occupancy of such land, or in any improvements erected or to be erected thereon, providing that the UGLG and the MSF are beneficiaries of and entitled to enforce such covenants. The Subrecipient, in undertaking its obligation to carry out the program assisted hereunder, agrees to take such measures as are necessary to enforce such covenant, and will not itself so discriminate.
- 4) **Section 504.** The Subrecipient agrees to comply with all Federal regulations issued pursuant to compliance with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), which prohibits discrimination against the individuals with disabilities or handicaps in any Federally assisted program. The UGLG shall provide the Subrecipient with any guidelines necessary for compliance with that portion of the regulations in force during the term of this Agreement.

B. Affirmative Action

- 1) **Approved Plan.** The Subrecipient agrees that it shall be committed to carry out pursuant to the UGLG's specifications an Affirmative Action Program in keeping with the principles as provided in President's Executive Order 11246 of September 24, 1966.
- 2) **Women- and Minority-Owned Businesses ("W/MBE").** The Subrecipient will use its best efforts to afford small businesses, minority business enterprises, and women's business enterprises the maximum practicable opportunity to participate in the performance of this contract. As used in this contract, the terms "small business" means a business that meets the criteria set forth in section 3(a) of the Small Business Act, as amended (15 U.S.C. 632), and "minority and women's business enterprise" means a business at least fifty-one (51) percent owned and controlled by minority group members or women. For the purpose of this definition, "minority group members" are Afro-Americans, Spanish-speaking, Spanish surnamed or Spanish-heritage Americans, Asian-Americans, and American Indians. The Subrecipient may rely on written representations by businesses regarding their status as minority and female business enterprises in lieu of an independent investigation.

- 3) **Notifications.** The Subrecipient will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or worker's representative of the Subrecipient's commitments hereunder, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- 4) **Equal Employment Opportunity and Affirmative Action ("EEO/AA") Statement.** The Subrecipient will, in all solicitations or advertisements for employees placed by or on behalf of the Subrecipient; state that it is an Equal Opportunity or Affirmative Action employer.
- 5) **Subcontract Provisions.** The Subrecipient will include the provisions of Paragraphs X.A, Civil Rights, and B, Affirmative Action, in every subcontract or purchase order, specifically or by reference, so that such provisions will be binding upon each of its own subrecipients or subcontractors.

C. Employment Restrictions

- 1) **Prohibited Activity.** The Subrecipient is prohibited from using funds provided herein or personnel employed in the administration of the program for: political activities; inherently religious activities; lobbying; political patronage; and nepotism activities.
- 2) **Labor Standards.** The Subrecipient agrees to comply with the requirements of the Secretary of Labor in accordance with the Davis-Bacon Act as amended, the provisions of Contract Work Hours and Safety Standards Act (40 U.S.C. 327 *et seq.*) and all other applicable Federal, state and local laws and regulations pertaining to labor standards insofar as those acts apply to the performance of this Agreement. The Subrecipient agrees to comply with the Copeland Anti-Kick Back Act (18 U.S.C. 874 *et seq.*) and its implementing regulations of the U.S. Department of Labor at 29 CFR Part 5. The Subrecipient shall maintain documentation that demonstrates compliance with hour and wage requirements of this part. Such documentation shall be made available to the UGLG for review upon request.

The Subrecipient agrees that, except with respect to the rehabilitation or construction of residential property containing less than eight (8) units, all contractors engaged under contracts in excess of \$2,000.00 for construction, renovation or repair work financed in whole or in part with assistance provided under this contract, shall comply with Federal requirements adopted by the UGLG pertaining to such contracts and with the applicable requirements of the regulations of the Department of Labor, under 29 CFR Parts 1, 3, 5 and 7 governing the payment of wages and ratio of apprentices and trainees to journey workers; provided that,

if wage rates higher than those required under the regulations are imposed by state or local law, nothing hereunder is intended to relieve the Subrecipient of its obligation, if any, to require payment of the higher wage. The Subrecipient shall cause or require to be inserted in full, in all such contracts subject to such regulations, provisions meeting the requirements of this paragraph.

3) **Section 3 Clause.**

a) Compliance

Compliance with the provisions of Section 3 of the HUD Act of 1968, as amended, and as implemented by the regulations set forth in 24 CFR 135, and all applicable rules and orders issued hereunder prior to the execution of this contract, shall be a condition of the Federal financial assistance provided under this contract and binding upon the UGLG, the Subrecipient and any of the Subrecipient's subrecipients and subcontractors. Failure to fulfill these requirements shall subject the UGLG, the Subrecipient and any of the Subrecipient's subrecipients and subcontractors, their successors and assigns, to those sanctions specified by the Agreement through which Federal assistance is provided. The Subrecipient certifies and agrees that no contractual or other disability exists that would prevent compliance with these requirements.

The Subrecipient further agrees to comply with these Section 3 requirements and to include the following language in all subcontracts executed under this Agreement: "The work to be performed under this Agreement is a project assisted under a program providing direct Federal financial assistance from HUD and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701). Section 3 requires that to the greatest extent feasible opportunities for training and employment be given to low- and very low-income residents of the project area, and that contracts for work in connection with the project be awarded to business concerns that provide economic opportunities for low- and very low-income persons residing in the community area in which the project is located."

The Subrecipient further agrees to ensure that opportunities for training and employment arising in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project are given to low- and very low-income persons residing within the community area in which the CDBG-funded project is located; where feasible, priority should be given

to low- and very low-income persons within the service area of the project or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs; and award contracts for work undertaken in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project to business concerns that provide economic opportunities for low- and very low-income persons residing within the community area in which the CDBG-funded project is located; where feasible, priority should be given to business concerns that provide economic opportunities to low- and very low-income residents within the service area or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs.

The Subrecipient certifies and agrees that no contractual or other legal incapacity exists that would prevent compliance with these requirements.

b) Notifications

The Subrecipient agrees to send to each labor organization or bargaining agreement or other contract or understanding, if any, a notice advising said labor organization or worker's representative of its commitments under this Section 3 clause and shall post copies of the notice in conspicuous places available to employees and applicants for employment or training.

c) Subcontracts

The Subrecipient will include this Section 3 clause in every subcontract and will take appropriate action pursuant to the subcontract upon a finding that the subcontractor is in violation of regulations issued by the grantor agency. The Subrecipient will not subcontract with any entity where it has notice or knowledge that the latter has been found in violation of regulations under 24 CFR Part 135 and will not let any subcontract, unless the entity has first provided it with a preliminary statement of ability to comply with the requirements of these regulations.

D. Conduct

- 1) **Assignability.** The Subrecipient shall not assign or transfer any interest in this Agreement without the prior written consent of the UGLG and the MSF thereto; provided, however, that claims for money due or to become due to the Subrecipient from the UGLG under this contract may be assigned to a bank, trust company, or other financial institution without

such approval. Notice of any such assignment or transfer shall be furnished promptly to the UGLG. All terms and conditions of this Agreement shall apply to any approved assignment related to the Agreement.

2) **Subcontracts**

a) Approvals

The Subrecipient shall not enter into any subcontracts with any agency or individual in the performance of this contract without the written consent of the UGLG prior to the execution of such agreement.

b) Monitoring

The Subrecipient will monitor all subcontracted services on a regular basis to assure contract compliance. Results of monitoring efforts shall be summarized in written reports and supported with documented evidence of follow-up actions taken to correct areas of noncompliance.

c) Content

The Subrecipient shall cause all of the provisions of this contract in its entirety to be included in and made a part of any subcontract executed in the performance of this Agreement.

d) Selection Process

The Subrecipient shall undertake to insure that all subcontracts let in the performance of this Agreement shall be awarded on a fair and open competition basis in accordance with applicable procurement requirements. Executed copies of all subcontracts shall be forwarded to the UGLG along with documentation concerning the selection process.

3) **Hatch Act.** The Subrecipient agrees that no funds provided, nor personnel employed under this Agreement, shall be in any way, or to any extent, engaged in the conduct of political activities in violation of Chapter 15 of Title V of the U.S.C.

4) **Conflict of Interest.** The Subrecipient agrees to abide by the provisions of 24 CFR 570.489(h) which include (but are not limited to) the following:

a) The Subrecipient shall maintain a written code of standards of conduct that shall govern the performance of its officers,

employees or agents engaged in the award and administration of contracts supported by Federal funds.

- b) No employee, officer or agent of the Subrecipient shall participate in the selection, or in the award, or administration of, a contract supported by Federal funds if a conflict of interest, real or apparent, would be involved.
- c) No covered persons who exercise or have exercised any functions or responsibilities with respect to CDBG-assisted activities, or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest in any contract, or have a financial interest in any contract, subcontract, or agreement with respect to the CDBG-assisted activity, or with respect to the proceeds from the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for a period of one (1) year thereafter. For purposes of this paragraph, a covered person includes any person who is an employee, agent, consultant, officer, or elected or appointed official of the UGLG, the Subrecipient, or any designated public agency.

5) **Lobbying.** The Subrecipient hereby certifies that:

- a) No Federal appropriated funds have been paid ,or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
- b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
- c) It will require that the language of paragraph (d) of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and

contracts under grants, loans, and cooperative agreements) and that all Subrecipients shall certify and disclose accordingly:

- d) **Lobbying Certification:** This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S.C. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.
- 6) **Copyright.** If this contract results in any copyrightable material or inventions, the UGLG and/or grantor agency reserves the right to royalty-free, non-exclusive and irrevocable license to reproduce, publish or otherwise use and to authorize others to use, the work or materials for governmental purposes.
- 7) **Religious Activities.** The Subrecipient agrees that funds provided under this Agreement will not be utilized for inherently religious activities prohibited by 24 CFR 570.200(j), such as worship, religious instruction, or proselytization.

XI. ENVIRONMENTAL CONDITIONS

A. Air and Water

The Subrecipient agrees to comply with the following requirements insofar as they apply to the performance of this Agreement:

- 1) Clean Air Act, 42 U.S.C. , 7401, *et seq.*;
- 2) Federal Water Pollution Control Act, as amended, 33 U.S.C., 1251, *et seq.*, as amended, 1318 relating to inspection, monitoring, entry, reports, and information, as well as other requirements specified in said Section 114 and Section 308, and all regulations and guidelines issued thereunder;
- 3) Environmental Protection Agency ("EPA") regulations pursuant to 40 CFR Part 50, as amended.

B. Flood Disaster Protection

In accordance with the requirements of the Flood Disaster Protection Act of 1973 (42 U.S.C. 4001), the Subrecipient shall assure that for activities located in an area identified by the Federal Emergency Management Agency ("FEMA") as having special flood hazards, flood insurance under the National Flood Insurance Program is obtained and maintained as a condition of financial assistance for acquisition or construction purposes (including rehabilitation).

C. Lead-Based Paint

The Subrecipient agrees that any construction or rehabilitation of residential structures with assistance provided under this Agreement shall be subject to HUD Lead-Based Paint Regulations at 24 CFR 570.487(c), and 24 CFR Part 35, Subpart B. Such regulations pertain to all CDBG-assisted housing and require that all owners, prospective owners, and tenants of properties constructed prior to 1978 be properly notified that such properties may include lead-based paint. Such notification shall point out the hazards of lead-based paint and explain the symptoms, treatment and precautions that should be taken when dealing with lead-based paint poisoning and the advisability and availability of blood lead level screening for children under seven. The notice should also point out that if lead-based paint is found on the property, abatement measures may be undertaken. The regulations further require that, depending on the amount of Federal funds applied to a property, paint testing, risk assessment, treatment and/or abatement may be conducted.

D. Historic Preservation

The Subrecipient agrees to comply with the Historic Preservation requirements set forth in the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470) and the procedures set forth in 36 CFR Part 800, Advisory Council on Historic Preservation Procedures for Protection of Historic Properties, insofar as they apply to the performance of this Agreement. In general, this requires concurrence from the State Historic Preservation Officer for all rehabilitation and demolition of historic properties that are fifty years old or older or that are included on a Federal, state, or local historic property list.

XII. SEVERABILITY

If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

XIII. SECTION HEADINGS AND SUBHEADINGS

The section headings and subheadings contained in this Agreement are included for convenience only and shall not limit or otherwise affect the terms of this Agreement.

XIV. WAIVER

The UGLG's (or the MSF's) failure to act with respect to a breach by the Subrecipient does not waive its right to act with respect to subsequent or similar breaches. The failure of the UGLG (or the MSF) to exercise or enforce any right or provision shall not constitute a waiver of such right or provision.

XV. ENTIRE AGREEMENT

Except as expressly referenced and incorporated, this Agreement constitutes the entire agreement between the UGLG and the Subrecipient for the use of funds received under this Agreement, and it supersedes all prior or contemporaneous communications and proposals,

whether electronic, oral, or written between the UGLG and the Subrecipient with respect to this Agreement.

IN WITNESS WHEREOF, the Parties have executed this contract as of the date first written above.

Benzie County

Date: _____

By: _____
Gary Sauer, Board of Commission Chairman

Venture North Funding & Development

Date: _____

By: _____
Laura Galbriath, Executive Director

ACKNOWLEDGED AND APPROVED:

MICHIGAN STRATEGIC FUND

Date: _____

By: _____
Mark Morante
MSF Fund Manager