

# BENZIE COUNTY BOARD OF COMMISSIONERS

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

## MEETING AGENDA January 8, 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 – 12/18/2018; 1/2/2019  
PUBLIC INPUT  
ELECTED OFFICIALS & DEPT HEAD COMMENTS  
COMMISSIONER REPORTS –  
COUNTY ADMINISTRATOR’S REPORT –  
FINANCE – Approval of Bills;  
COMMITTEE OF THE WHOLE – 12/18/2018 Consent  
COMMITTEE APPOINTMENTS –  
ACTION ITEMS –  
PRESENTATION OF CORRESPONDENCE  
UNFINISHED BUSINESS  
NEW BUSINESS –

10:00

10:15

10:30

10:45

PUBLIC COMMENT  
ADJOURNMENT

### Times Subject to Change

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

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

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

## PUBLIC INPUT

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

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

Group Presentations – 15 minutes  
Individual Presentations – 3 minutes

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

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

### Commissioner Contacts:

District I – Bob Roelofs (Almira East of Reynolds Road).....	231-645-1187
District II - Art Jeannot (Almira Twp West of Reynolds Road, Platte and Lake Townships) .....	231-920-5028
District III – Linda Farrell (Crystal Lake, Frankfort) .....	231-882-6620
District IV - Coury Carland (Benzonia).....	231-930-7560
District V – Sherry Taylor (Homestead).....	231-882-5452
District VI - Evan Warsecke (Colfax, Inland) .....	231-275-3375
District VII - Gary Sauer (Blaine, Gilmore, Joyfield, Weldon) .....	231-651-0647

**THE BENZIE COUNTY BOARD OF COMMISSIONERS**  
**December 18, 2018**

The Benzie County Board of Commissioners met in a regular session on Tuesday, December 18, 2018, in the Frank F. Walterhouse Board Room, 448 Court Place, Government Center, Beulah, Michigan.

The meeting was called to order by Chair Gary Sauer.

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

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

**Agenda:**

Motion by Roelofs, seconded by Warsecke, to approve the agenda as amended, adding approval of the minutes of October 25, November 13 and December 11, 2018 Special Meetings. Ayes: Carland, Jeannot, Roelofs, Sauer and Warsecke Nays: None Exc: Griner and Money Motion carried.

**Minutes:**

Motion by Jeannot, seconded by Roelofs, to approve the regular session minutes of November 27, 2018 as presented. Ayes: Carland, Jeannot, Roelofs, Sauer and Warsecke Nays: None Exc: Griner and Money Motion carried.

Motion by Roelofs, seconded by Warsecke, to approve the special session minutes of October 25, November 13 and December 11, 2018 for Strategic Planning as presented. Ayes: Carland, Jeannot, Roelofs, Sauer and Warsecke Nays: None Exc: Griner and Money Motion carried.

9:04 a.m. Public Input – None

**ELECTED OFFICIALS & DEPARTMENT HEAD COMMENTS**

Bob Roelofs, Chair of Benzie County Veterans Affairs, introduced Karen Korolenko as the new Veterans' Affairs Officer; her office hours in this building will be Monday, Tuesday and Wednesday 8:30 a.m. to 4:00 p.m.

Ms. Korolenko stated they hope to expand the VA services in Benzie County, and one way will be to do some advertisements letting the people know we are here. We have over 1,700 veterans in Benzie County.

Sheriff Schendel stated he wants to congratulate all of you that were sworn in this morning; you are representing the people of your area and you are to be commended for that. You have a full plate ahead of you today – you always do. The county is growing. At our most recent department head meeting, we talked about the census and we have a lot more people than are on the rolls, an increase in population to Benzie County. At least from the Sheriff office point of view, it is becoming more difficult to serve the people of the county with what staffing we have; we will all be asking for more personnel. We have an additional burden of having more court, more transports, it all takes overtime funds. This is happening a lot more. I could hire two more corrections and just do full-time transports.

Comm Roelofs inquired of the use of technology and video conferencing – Sheriff indicated for some reason there is resistance in that regard. He gave the example of having to go to the UP (Marquette) and bring someone down for sentencing rather than using the polycom system. Sheriff stated it is

## COMMISSIONERS

Page 2 of 8

December 18, 2018

their choice to use it or not. We would like to see it used more often to free our staff up. Safety is another issue.

Mr. Deisch indicated that it would be a joint court issue to be discussed there.

Dawn Olney, County Clerk, indicated that perhaps the issue was the type of hearing that was being held. Not all hearings can use video.

Ed Kowalski, EDC/BRA Chair, stated that EDC would like to request an RFP for broadband service for Benzie County; they would like to look at a private/public partnership; a broadband system would help the economy and the growth of the county. Just looking for your authorization to go ahead and pursue the RFP.

Comm Jeannot stated they would work within their budget. We have a number of organizations that are interested, and the RFP would help determine who is willing to come to the table and work with us.

Mr. Kowalski stated that this is an identified need.

Mr. Deisch stated that he will reach out to other County Administrators and work with EDC to get an RFP done.

Comm Carland stated that he provided a list of contacts to the EDC a couple of months ago and asked if anyone has been contacted. Comm Carland also mentioned a study that was commissioned by the County. Mr. Kowalski stated that the EDC has concerns because that information is 10 years old.

Motion by Jeannot, seconded by Roelofs, to acknowledge that the EDC/BRA board is developing an RFP for the purpose of soliciting a partnership with a private partner for broadband. Ayes: Jeannot, Roelofs, Sauer and Warsecke Nays: Carland Exc: Griner and Money Motion carried.

Doug Durand, Benzie Senior Resources, yesterday 160 Christmas bags went out to the clients and they are working on more; 8 churches assisted, together with numerous others that donated to the bags. Member services continue to see increases on all services. Hours are now 11:30 a.m. - 1:30 p.m. for lunch. Received \$1,800 grant for Senior Essential Needs from the Community Foundation.

Kyle Maurer, Animal Control, lobby renovations are all done, please come up and see – it looks nice.

Reports received from Ron Berns, 911 Central Dispatch; Jesse Zylstra, Recycling Coordinator and copy of Settlement Agreement received from Eric VanDussen, Building Authority Chair.

## COMMISSIONER REPORTS

Comm Warsecke reported at the Inland Township meeting there was discussion regarding medical marijuana facility within the township; they will hold a special meeting tonight at 7:00 p.m. regarding that issue.

Comm Jeannot reported that on November 29 he met with the Platte Township individuals and they discussed the Iron Man Competition in Traverse City that goes through Almira and Platte Townships; they would like a visit from the Solid Waste Coordinator – they have not met. Spoke regarding the Building Authority and the reaching of a settlement with the architect. On October 3 he attended the session regarding Seasonal Economy meeting – there was a lot of discussion regarding eco-travel and how that is adding to the economy of our communities (lakes and trail system). On October 6 he



## COMMISSIONERS

Page 3 of 8

December 18, 2018

attended Lake Township and there was discussion regarding the repaving of the Point Betsie Road. Almira Township has disc golf available year around. He attended and participated in some of the committee interviews – we have many talented people in our county. Appreciate the Strategic Planning discussions we have had. Have spent some time with the Land Bank. NMCAA has a new Executive Director, Kerry Baughman, she will probably be coming around to introduce herself. EDC is pretty active -- broadband, natural gas, housing. Attended the meeting with our State Representative, and there seems to be overwhelming concerns about the pipeline, no-fault insurance and minimum wage. Dept of Defense contracts – Benzie County business are leveraging those contracts in the last 12 months.

Comm Roelofs reported that he attended some of the committee interviews as well, the folks that live in Benzie County continue to amaze me, there is a wealth of knowledge. Attended the Almira Township Historical Society gathering. Spent time yesterday with Karen at Veterans Affairs getting her all set up. VA Clinic will be just North of Tractor Supply in Traverse City – AJs Excavating has been awarded the excavating contract. Attended Human Services Collaborative meeting.

Comm Carland reported that he attended the October 28 Community Partners meeting at the Sheriff Dept – there is concern about legal marijuana. Airport meeting on November 29 – things are pretty quiet. Seasonal Economy session on December 3. Villages of Beulah and Benzonia are working through challenges with the water issues. Networks Northwest hired a consulting firm to help them explain to people of what they do. Centra Wellness – there is some concern that the folks in Lansing don't understand mental health. Thompsonville Community Center group are looking at internet access as well.

Comm Sauer reported on Benzie Leelanau Health Department meeting passed a resolution opposing a couple of bills regarding the state-wide septic code. Another issue is e-cigarettes, they are now making clothing to hide them in – issue in the schools; PFAS issue, we are required to test 39 sites in Benzie and Leelanau Counties. Weldon Township is moving to get ADA compliant with a hearing system; also discussed regarding opt in or out of recreational marijuana. Seasonal Economy meeting and was surprised about the alcohol issue. Betsie Valley Community Center is still working hard to get the center up and running, focusing on two items: licensed child care and a medical and dental clinic. Betsie Valley Trail will keep Frankfort to Elberta open during the winter. Road Commission on January 14, 2019 at 1:00 p.m. will set the local roads scheduled for work next year. Road Commission hired Pat Cote part time answering phones and she will produce a Face Book page for them to inform the public of road issues. They have installed the LED lighting as well.

10:06 a.m. Tad Peacock, Benzie Conservation District 2018 Annual Report  
Will start by saying thank you for your support on the recent millage vote. Gave a report on the Invasive Species; Aquatic Invasive Species; Forestry; Water Ways; Education Outreach; Beach Clean Up.; Social Media.

Bill Kennis, Benzie Transportation Authority 2018 Annual Report  
Eleventh year in operation; nearing our 1 millionth rider. We converted our retirement to defined contribution 32% funded with MERS. He reported that they have received a grant and will be adding two new shelters: one in Elberta and one at Benzie Central High School. Only 5% of transits survey their customers – we are surveying the businesses with the assistance of MSU. Benzie Transportation Authority provide bonuses to the employees as a performance enhancement.

## COMMISSIONERS

Page 4 of 8

December 18, 2018

Comm Roelofs inquired regarding discussing some Veterans' transportation.

10:31 a.m. Break

10:38 a.m. Reconvene

Doug Durand, Benzie Senior Resources/Commission on Aging 2018 Annual Report  
He reported that they have 30 employees, 151 volunteers. They delivered 58,195 meals to 287 homebound clients and traveled over 64,740 mileage to provide these meals. In-home services were merged with Home Health Care and double our clients; Dental Visits; Guardian Medical Monitoring; Provide Senior Bus Passes; tax services; Christmas Bags; provided one or more services to 1,763 Benzie County Seniors.

### COUNTY ADMINISTRATOR'S REPORT – Mitch Deisch

- MIDC – Attorney Nordfjord feels that we need an Inter-Local Agreement with Manistee. The grant will be entered into by Manistee County with the State.
- Financial Review Project Update provided.
- Space Needs – will Interview January 9, 2019 two firms.
- Operating Agreement with the Maples – Attorneys Figura and Girard are work with this; however, the Maples feels the county should pay for all attorney expenses.

### FINANCE

Bills: Motion by Warsecke, seconded by Carland, to approve payment of the bills from November 28, 2018 through December 18, 2018 in the amount of \$403,258.44 as presented. Roll call. Ayes: Carland, Jeannot, Roelofs, Sauer and Warsecke Nays: None Exc: Griner and Money Motion carried.

Comm Jeannot inquired regarding the number of autopsies being performed.

### COMMITTEE OF THE WHOLE

Consent: Motion by Carland, seconded by Warsecke, to approve items 1 – 9 of the November 27, 2018 Committee of the Whole Consent Calendar as presented. Roll call. Ayes: Carland, Jeannot, Roelofs, Sauer and Warsecke Nays: None Exc: Griner and Money Motion carried.

### COMMITTEE APPOINTMENTS

EMS: Motion by Jeannot, seconded by Roelofs, to reappoint Elizabeth Merrill and Chris Parrish to the EMS committee for a three-year term, expiring December 31, 2021. Ayes: Carland, Jeannot, Roelofs, Sauer and Warsecke Nays: None Exc: Griner and Money Motion carried.

Construction Board of Appeals: Motion by Roelofs, seconded by Carland, to reappoint Roger Papineau to the Construction Board of Appeals for a two-year term, expiring December 31, 2020. Ayes: Carland, Jeannot, Roelofs, Sauer and Warsecke Nays: None Exc: Griner and Money Motion carried.

Building Authority: Motion by Roelofs, seconded by Carland, to appoint Steve Houghton and reappoint Thor Goff to the Building Authority for a three-year term, expiring December 31, 2021. Ayes: Carland, Jeannot, Roelofs, Sauer and Warsecke Nays: None Exc: Griner and Money Motion carried.

## COMMISSIONERS

Page 5 of 8

December 18, 2018

Parks and Recreation: Motion by Roelofs, seconded by Carland, to appoint Charles Kraus and reappoint Cathy Demitroff and Susan Zenker to the Parks and Recreation Commission for a three-year term, expiring December 31, 2021. Ayes: Carland, Jeannot, Roelofs, Sauer and Warsecke Nays: None Exc: Griner and Money Motion carried.

Solid Waste: Motion by Roelofs, seconded by Carland, to appoint David Schaffer to the Solid Waste Advisory Committee for a two-year term expiring December 31, 2020. Ayes: Carland, Jeannot, Roelofs, Sauer and Warsecke Nays: None Exc: Griner and Money Motion carried.

Veterans Affairs: Motion by Roelofs, seconded by Jeannot, to appoint Dr. Donald Schaffer to the Benzie County Veterans Affairs Committee for a four-year term expiring December 31, 2022. Ayes: Carland, Jeannot, Roelofs, Sauer and Warsecke Nays: None Exc: Griner and Money Motion carried.

Motion by Jeannot, seconded by Warsecke, to suspend the rules to the committee appointment policy dated April 1, 2014 for the purpose of appointing applicants to open or vacated board positions. Ayes: Carland, Jeannot, Roelofs, Sauer and Warsecke Nays: None Exc: Griner and Money Motion carried.

Construction Board of Appeals: Motion by Jeannot, seconded by Carland, to reappoint Rodney Moore and Randy Olson to the Construction Board of Appeals for a two-year term expiring December 31, 2020. Ayes: Carland, Jeannot, Roelofs, Sauer and Warsecke Nays: None Exc: Griner and Money Motion carried.

EDC/BRA: Motion by Warsecke, seconded by Sauer, to appoint Roger Griner to the EDC/BRA board to fill a vacancy for a term, ending January 31, 2024. Ayes: Carland, Jeannot, Roelofs, Sauer and Warsecke Nays: None Exc: Griner and Money Motion carried.

Planning Commission: Motion by Jeannot, seconded by Carland, to reappoint Charles Beal, Irene Dunham-Thayer and Betsy Evans to the Planning Commission for a three-year term expiring December 1, 2021. Ayes: Carland, Jeannot, Roelofs, Sauer and Warsecke Nays: None Exc: Griner and Money Motion carried.

Solid Waste Advisory: Motion by Jeannot, seconded by Warsecke, to reappoint Todd Warren to the Solid Waste Advisory Committee for a two-year term, expiring December 31, 2020. Ayes: Carland, Jeannot, Roelofs, Sauer and Warsecke Nays: None Exc: Griner and Money Motion carried.

Motion by Jeannot, seconded by Roelofs, to reinstate the rules regarding appointments to committees. Ayes: Carland, Jeannot, Roelofs, Sauer and Warsecke Nays: None Exc: Griner and Money Motion carried.

### **ACTION ITEMS:**

2018-026: Motion by Warsecke, seconded by Roelofs, to adopt resolution 2018-026 Receiving Advice from the County Treasurer as to a Surplus Which can be Transferred from the Benzie County Delinquent Tax Revolving Fund to the Benzie County General Fund as presented. Roll call. Ayes:

## COMMISSIONERS

Page 6 of 8

December 18, 2018

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

LOU: Motion by Warsecke, seconded by Jeannot, approve the Letter of Understanding between Benzie County and Benzie County Sheriff and Police Officers Association of Michigan (POAM) regarding Payout of Unused Holiday Time as presented, authorizing the chair to sign. This is in conformance with our policy. The employees were not able to use their time due to staff shortages.

Comm Warsecke stated for the record that he is a member of the POAM union, however not through Benzie County, in another jurisdiction and city.

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

Child Care Fund: Motion by Warsecke, seconded by Roelofs, to approve the Child Care Budget adjustment as presented, authorizing the chairman to sign. Roll call. Ayes: Carland, Jeannot, Roelofs, Sauer and Warsecke Nays: None Exc: Griner and Money Motion carried.

Recycling Site Lease: Motion by Jeannot, seconded by Roelofs, to approve the Benzie County Recycling Site Lease Agreement with the City of Frankfort through December 31, 2019, as presented, authorizing the chairman to sign. Roll call. Ayes: Carland, Jeannot, Roelofs, Sauer and Warsecke Nays: None Exc: Griner and Money Motion carried.

SRO Roster: Motion by Jeannot, seconded by Warsecke, to amend the 2018-19 budget position roster to include the School Resource Officer in the Sheriff Office, as presented. Roll call. Ayes: Carland, Jeannot, Roelofs, Sauer and Warsecke Nays: None Exc: Griner and Money Motion carried.

SRO Budget: Motion by Sauer, seconded by Roelofs, to approve the budget for fund 209, School Resource Officer as presented. Roll call. Ayes: Carland, Jeannot, Roelofs, Sauer and Warsecke Nays: None Exc: Griner and Money Motion carried.

MIDC Grant: Motion by Carland, seconded by Roelofs, to acknowledge the MIDC Grant Agreement and accept the terms of the State MIDC grant agreement with Manistee County for the creation of the Benzie/Manistee Regional Public Defenders Office. Roll call. Ayes: Carland, Jeannot, Roelofs, Sauer and Warsecke Nays: None Exc: Griner and Money Motion carried.

ACO Painting: Motion by Roelofs, seconded by Jeannot, to accept the quote from Aztec Painting in the amount of \$4,937 for painting of the kennel area, with funds to come from within the Animal Control Budget. Roll call. Ayes: Carland, Jeannot, Roelofs, Sauer and Warsecke Nays: None Exc: Griner and Money Motion carried.

## PRESENTATION OF CORRESPONDENCE

- Resolution supporting HB 4986 received from Livingston County regarding Veterans property taxes.
- Letter received from Quinn Evans Architects.
- Conservation Resource Alliance newsletter received.

## COMMISSIONERS

Page 7 of 8

December 18, 2018

- Resolution from Cheboygan County opposing SB 1031 General Property Tax Act.
- Crystal Lake Elevation report received for November 2018.
- Little Platte Lake Elevation report received for November 2018.
- Benzie Leelanau Health Department minutes of November 29, 2018 received.
- Transportation Authority financial reports received for September, October and November 2018.
- Animal Welfare League Winter 2018 newsletter received.
- Veterans Affairs minutes of October 8 and November 4, 2018 received.

**UNFINISHED BUSINESS** -- None

**NEW BUSINESS** -- None

11:39 a.m. Public Input

Sherry Taylor stated that the Road Commission was going to have a FaceBook page because every other road commission has one, except Benzie County.

Public Input Closed

Motion by Carland, seconded by Jeannot, to adjourn at 11:40 a.m. Ayes: Carland, Jeannot, Roelofs, Sauer and Warsecke Nays: None Exc: Griner and Money Motion carried.

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Gary G. Sauer, Chair

Dawn Olney, Benzie County Clerk

### INDEX

1. Approved the agenda as amended, adding approval of the minutes of October 25, November 13 and December 11, 2018 Special Meetings.
2. Approved the regular session minutes of November 27, 2018 as presented.
3. Approved the special session minutes of October 25, November 13 and December 11, 2018 for Strategic Planning as presented.
4. Ms. Karen Korolenko introduced as the new Benzie County Veterans Services Officer.
5. Acknowledged that the EDC/BRA board is developing an RFP for the purpose of soliciting a partnership with a private partner for broadband.
6. Tad Peacock gave the Benzie Conservation District 2018 Annual Report.
7. Bill Kennis gave the Benzie Transportation Authority 2018 Annual Report.
8. Doug Durand gave the Benzie Senior Resources/Commission on Aging 2018 Annual Report.
9. Approved payment of the bills in the amount of \$403,258.44 as presented.
10. Approved items 1 – 9 of the November 27, 2018 Committee of the Whole Consent Calendar as presented.
11. Reappointed Elizabeth Merrill and Chris Parrish to the EMS committee for a three-year term, expiring December 31, 2021.
12. Reappointed Roger Papineau to the Construction Board of Appeals for a two-year term, expiring December 31, 2020.

## COMMISSIONERS

Page 8 of 8

December 18, 2018

13. Appointed Steve Houghton and reappointed Thor Goff to the Building Authority for a three-year term, expiring December 31, 2021.
14. Appointed Charles Kraus and reappointed Cathy Demitroff and Susan Zenker to the Parks and Recreation Commission for a three-year term, expiring December 31, 2021.
15. Appointed David Schaffer to the Solid Waste Advisory Committee for a two-year term expiring December 31, 2020.
16. Appointed Dr. Donald Schaffer to the Benzie County Veterans Affairs Committee for a four-year term expiring December 31, 2022.
17. Suspended the rules to the committee appointment policy dated April 1, 2014 for the purpose of appointing applicants to open or vacated board positions.
18. Reappointed Rodney Moore and Randy Olson to the Construction Board of Appeals for a two-year term expiring December 31, 2020.
19. Appointed Roger Griner to the EDC/BRA board to fill a vacancy for a term, ending January 31, 2024.
20. Reappointed Charles Beal, Irene Dunham-Thayer and Betsy Evans to the Planning Commission for a three-year term expiring December 1, 2021.
21. Reappointed Todd Warren to the Solid Waste Advisory Committee for a two-year term, expiring December 31, 2020.
22. Reinstated the rules regarding appointments to committees.
23. Adopted resolution 2018-026 Receiving Advice from the County Treasurer as to a Surplus Which can be Transferred from the Benzie County Delinquent Tax Revolving Fund to the Benzie County General Fund as presented.
24. Approved the Letter of Understanding between Benzie County and Benzie County Sheriff and Police Officers Association of Michigan (POAM) regarding Payout of Unused Holiday Time as presented, authorizing the chair to sign.
25. Approved the Child Care Budget adjustment as presented, authorizing the chairman to sign.
26. Approved the Benzie County Recycling Site Lease Agreement with the City of Frankfort through December 31, 2019, as presented, authorizing the chairman to sign.
27. Amended the 2018-19 budget position roster to include the School Resource Officer in the Sheriff Office, as presented.
28. Approved the budget for fund 209, School Resource Officer as presented.
29. Acknowledged the MIDC Grant Agreement and accept the terms of the State MIDC grant agreement with Manistee County for the creation of the Benzie/Manistee Regional Public Defenders Office.
30. Accepted the quote from Aztec Painting in the amount of \$4,937 for painting of the kennel area, with funds to come from within the Animal Control Budget.



**Committee of the Whole**

**Page 7 of 7**

**November 27, 2018**

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

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

# THE BENZIE COUNTY BOARD OF COMMISSIONERS

January 2, 2019

The Benzie County Board of Commissioners met in an organizational meeting on Wednesday, January 2, 2019, 448 Court Place, Government Center, Beulah, Michigan.

The meeting was called to order by County Clerk Dawn Olney at 9:00 a.m.

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

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

## **Election of Chair:**

Commissioner Jeannot nominates Gary Sauer

Commissioner Farrell nominates Coury Carland

No further nominations; Nominations are closed.

Secret ballot is used for election; tallied by clerk.

Commissioner Carland received 2 votes

Commissioner Sauer received 5 votes

Motion by Carland, seconded by Jeannot, to acknowledge Gary Sauer elected as Chair for 2019.

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

## **Agenda:**

Motion by Roelofs, seconded by Warsecke, to approve the agenda as amended, removing Payment of Bills. Ayes: Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

9:04 a.m. Public Input

Dr. Donald Schaffer told everyone Happy New Year.

## **Election of Vice Chair:**

Commissioner Sauer nominates Evan Warsecke

Commissioner Taylor nominates Coury Carland

Voice vote for Warsecke: Ayes: Carland, Jeannot, Roelofs, Sauer and Warsecke Nays: Farrell and Taylor Motion carried.

Comm Warsecke declared Vice Chair for 2019.

## **Meeting Dates and Times:**

Comm Sauer stated that the DHHS meets on the second Tuesday of each month at 10:00 a.m. and feels it is important for us to have a presence at those meeting.

Motion by Jeannot, seconded by Roelofs, to set the 2019 Board of Commissioner meetings on the 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays at 9:00 a.m., with the exception of March 26 being moved to Thursday, March 28 at 9:00 a.m. and December will have only one meeting on December 17, 2019 at 9:00 a.m. Ayes: Carland, Jeannot, Roelofs and Warsecke Nays: Farrell, Sauer and Taylor Motion carried.

## **Board Rules:**

Motion by Carland, seconded by Roelofs, to change 4.125 to Vice Chair and move to 4.222 Vice Chair duties. Ayes: Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

BOARD OF COMMISSIONERS

Page 2 of 3

January 2, 2019

Motion by Warsecke, seconded by Roelofs, to adopt 4.4 by removing Budget/Finance/Accounts Payable; Interview Committee; HR Committee; Buildings & Grounds Committee; Technology and replace with Committee of the Whole; and adding BRA to EDC. Ayes: Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

Motion by Taylor, seconded by Roelofs, to approve 5.11 by removing HR – Personnel and adding Committee of the Whole and Old Business. Ayes: Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

Page 12 – Board Practices: #11 – Motion by Jeannot, seconded by Roelofs, to amend #11 as amended removing committees, HR, Finance or Buildings & Grounds and replace with Committee of the Whole. Ayes: Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

Motion by Jeannot, seconded by Roelofs, to approve the Board Rules as a whole. Roll call. Ayes: Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

Comm Carland commented regarding Robert's Rules and the suspension of Rules – it can be done only for a legal matter; Robert's states it is not proper.

**Public Input Statement:** OK

**Commissioner Committee Appointments:**

Discussions were held regarding the MAC Transportation & MAC Ag/Tourism committees. Chairman Sauer will contact Steve Curry with MAC regarding these two committees.

Chairman Sauer requested that lists of committees that each commissioner would like to be appointed to should be turned in to him by January 11.

**Resolutions:**

Depositories: Motion by Warsecke, seconded by Carland, to adopt resolution 2019-001 setting the County Depositories as presented, authorizing the chairman to sign. Roll call. Ayes: Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

ACH: Motion by Warsecke, seconded by Carland, to adopt resolution 2019-002 ACH (Automatic Clearing House) Electronic Transfer Transactions as presented, authorizing the chairman to sign. Roll call. Ayes: Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

Fair Housing: Motion by Warsecke, seconded by Roelofs, to adopt resolution 2019-003 Fair Housing Resolution as presented. Roll call. Ayes: Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

10:00 a.m. PUBLIC INPUT – None

BOARD OF COMMISSIONERS

Page 3 of 3

January 2, 2019

Eric VanDussen asks the board to consider a procedural issue that during a board meeting, public input is allowed for any agenda item, at the choice of the chair; also inquired regarding orientation for new committee members.

10:04 a.m. Public Input Closed

Motion by Roelofs, seconded by Warsecke, to adjourn until January 8, 2019 Regular Meeting or the call of the chair. Ayes: Carland, Farrell, Jeannot, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

---

Gary Sauer -- Chairman

Dawn Olney -- Benzie County Clerk

**INDEX**

1. Gary Sauer elected as Chair for 2019.
2. Approved the agenda as amended, removing Payment of Bills.
3. Evan Warsecke voted Vice Chair.
4. To set the 2019 Board of Commissioner meetings on the 2nd and 4th Tuesdays at 9:00 a.m., with the exception of March 26 being moved to Thursday, March 28 at 9:00 a.m. and December will have only one meeting on December 17, 2019 at 9:00 a.m.
5. Approved the Board Rules for 2019 as amended.
6. Adopted resolution 2019-001 setting the County Depositories as presented.
7. Adopted resolution 2019-002 ACH (Automatic Clearing House) Electronic Transfer Transactions as presented.
8. Adopted resolution 2019-003 Fair Housing Resolution as presented.

Elected Officials  
and  
Department  
Head  
Comments

9-1-1  
Police  
Fire / EMS

*Benzie County Central Dispatch*

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



January 3, 2019

To: Board of Commissioners  
From: Ronald Berns, Director

Re: Recap of December 2018

I have a conference call with all parties of the Peninsula Fiber Network project on Monday January 7<sup>th</sup>. This call includes testing and once testing is complete, we will start the wireless carrier conversion planning.

800 Radio training is going on all month on various Saturdays for firefighters and EMS personnel. 3 – dispatchers will receive training on January 22<sup>nd</sup> with the balance of dispatchers the following week. We've offered the training to include members of the Benzie – Leelanau Health Dept as well.

No update on the additional equipment being added to the radio towers. Did receive an invoice though.

Laptops for the School Resource Officers have arrived and will be programmed. Radios for the vehicles have been ordered.

Renewing CPR certifications will occur in January.

Posting for the eighth employee will be this month, with testing in early February.

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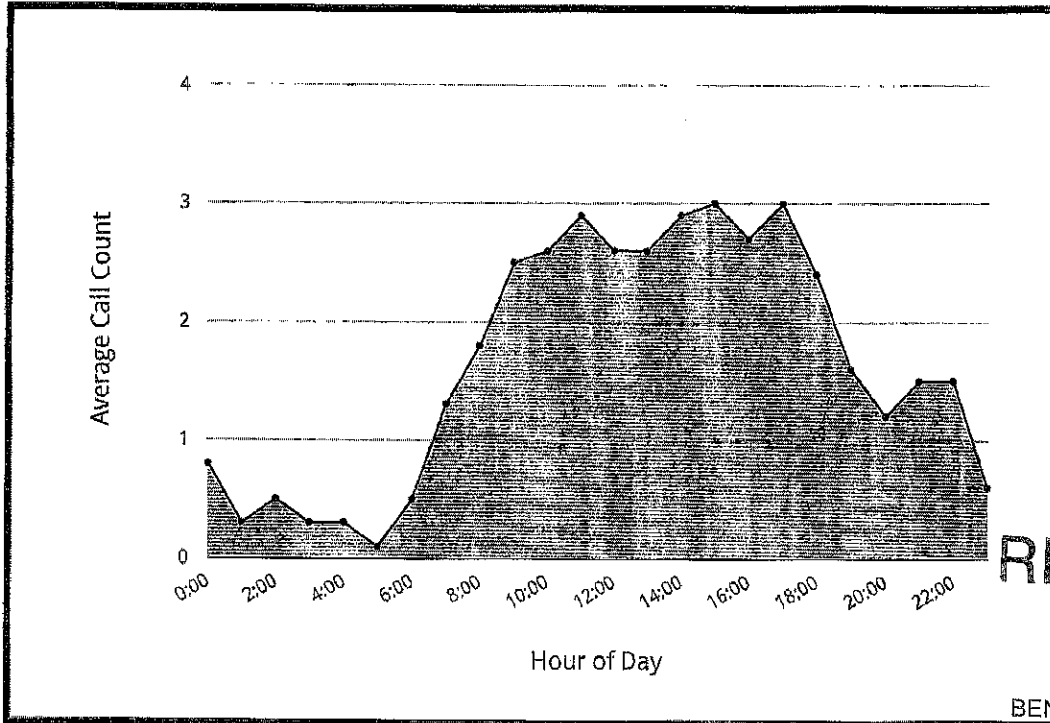
DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617



# BENZIE COUNTY (CENTRAL DISPATCH), MI

Admin Inbound Calls – Calls by Hour of Day

12/1/2018 to 12/31/2018



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 JAN 03 2019  
 DAWN OLNEY  
 BENZIE COUNTY CLERK  
 BEULAH, MI 49617

**SUMMARY**

Hour	Average Call Count	Highest Call Count	Total Call Count	Percentage	Tandem Transfers	NG911 Transfers	Blind Transfers	Attended Transfers	Conference Transfers	Total Transfers
—	1.7	13	1229	100.0%	0	0	183	0	0	183

**DETAIL**

Hour	Average Call Count	Highest Call Count	Total Call Count	Percentage	Tandem Transfers	NG911 Transfers	Blind Transfers	Attended Transfers	Conference Transfers	Total Transfers
0:00	0.8	7	25	2.0%	0	0	1	0	0	1
1:00	0.3	1	8	0.7%	0	0	0	0	0	0
2:00	0.5	3	16	1.3%	0	0	0	0	0	0
3:00	0.3	2	8	0.7%	0	0	0	0	0	0
4:00	0.3	2	8	0.7%	0	0	0	0	0	0
5:00	0.1	1	4	0.3%	0	0	0	0	0	0
6:00	0.5	4	16	1.3%	0	0	1	0	0	1
7:00	1.3	3	41	3.3%	0	0	1	0	0	1

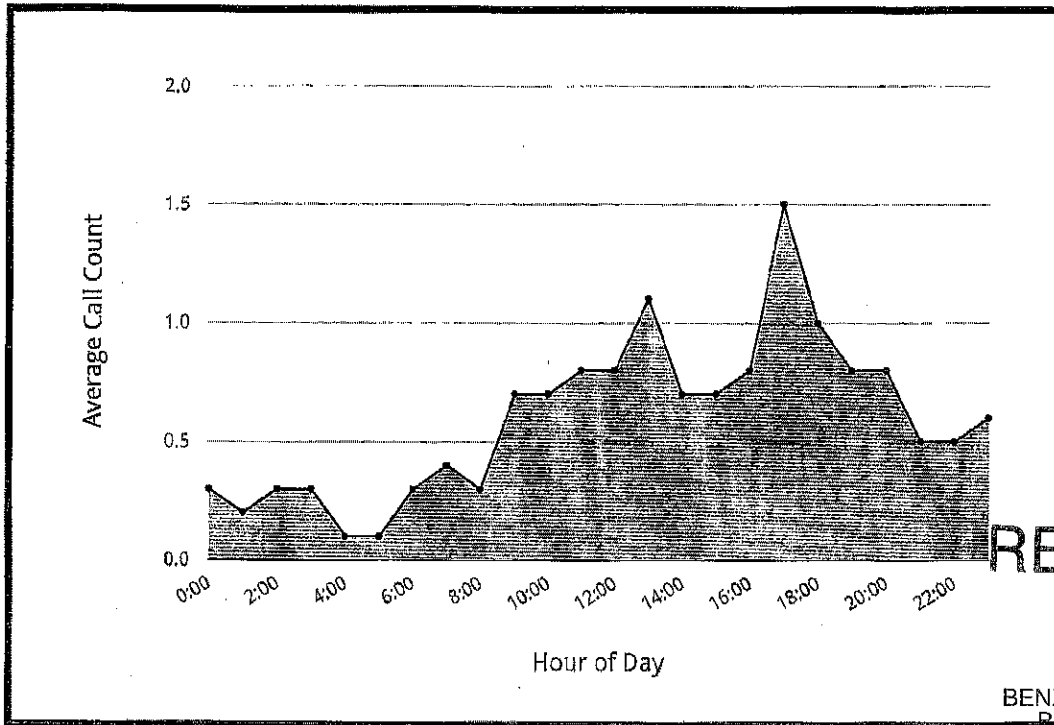
8:00	1.8	5	55	4.5%	0	0	7	0	0	7
9:00	2.5	7	79	6.4%	0	0	19	0	0	19
10:00	2.6	9	82	6.7%	0	0	22	0	0	22
11:00	2.9	12	91	7.4%	0	0	12	0	0	12
12:00	2.6	6	81	6.6%	0	0	17	0	0	17
13:00	2.6	13	81	6.6%	0	0	14	0	0	14
14:00	2.9	9	89	7.2%	0	0	14	0	0	14
15:00	3.0	9	94	7.6%	0	0	28	0	0	28
16:00	2.7	9	83	6.8%	0	0	18	0	0	18
17:00	3.0	9	93	7.6%	0	0	11	0	0	11
18:00	2.4	8	73	5.9%	0	0	1	0	0	1
19:00	1.6	8	51	4.1%	0	0	7	0	0	7
20:00	1.2	5	38	3.1%	0	0	1	0	0	1
21:00	1.5	6	46	3.7%	0	0	4	0	0	4
22:00	1.5	6	47	3.8%	0	0	4	0	0	4
23:00	0.6	7	20	1.6%	0	0	1	0	0	1
—	1.7	13	1229	100.0%	0	0	183	0	0	183

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# BENZIE COUNTY (CENTRAL DISPATCH), MI

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

12/1/2018 to 12/31/2018



**RECEIVED**  
 JAN 03 2019  
 DAWN OLNEY  
 BENZIE COUNTY CLERK  
 BENTONVILLE, MI 49617

**SUMMARY**

Hour	Average Call Count	Highest Call Count	Total Call Count	Percentage	Tandem Transfers	NG911 Transfers	Blind Transfers	Attended Transfers	Conference Transfers	Total Transfers
—	0.6	14	440	100.0%	20	0	0	0	0	20

**DETAIL**

Hour	Average Call Count	Highest Call Count	Total Call Count	Percentage	Tandem Transfers	NG911 Transfers	Blind Transfers	Attended Transfers	Conference Transfers	Total Transfers
0:00	0.3	2	10	2.3%	0	0	0	0	0	0
1:00	0.2	2	5	1.1%	0	0	0	0	0	0
2:00	0.3	2	8	1.8%	0	0	0	0	0	0
3:00	0.3	2	9	2.0%	0	0	0	0	0	0
4:00	0.1	1	2	0.5%	0	0	0	0	0	0
5:00	0.1	1	3	0.7%	0	0	0	0	0	0
6:00	0.3	1	8	1.8%	3	0	0	0	0	3
7:00	0.4	2	13	3.0%	0	0	0	0	0	0

8:00	0.3	2	8	1.8%	0	0	0	0	0	0
9:00	0.7	3	23	5.2%	2	0	0	0	0	2
10:00	0.7	5	21	4.8%	1	0	0	0	0	1
11:00	0.8	3	26	5.9%	0	0	0	0	0	0
12:00	0.8	13	26	5.9%	0	0	0	0	0	0
13:00	1.1	14	33	7.5%	0	0	0	0	0	0
14:00	0.7	4	23	5.2%	2	0	0	0	0	2
15:00	0.7	3	22	5.0%	0	0	0	0	0	0
16:00	0.8	3	26	5.9%	2	0	0	0	0	2
17:00	1.5	6	46	10.5%	4	0	0	0	0	4
18:00	1.0	8	30	6.8%	2	0	0	0	0	2
19:00	0.8	6	26	5.9%	0	0	0	0	0	0
20:00	0.8	4	24	5.5%	1	0	0	0	0	1
21:00	0.5	2	14	3.2%	2	0	0	0	0	2
22:00	0.5	4	16	3.6%	1	0	0	0	0	1
23:00	0.6	5	18	4.1%	0	0	0	0	0	0
—	0.6	14	440	100.0%	20	0	0	0	0	20

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2018	Jul	Aug	Sep	Oct	Nov	Dec
9-1-1 Calls	788	824	594	629	422	440
Admin Inbound calls	2213	2299	1727	1713	1540	1229
Transferred 9-1-1 to another PSAP	38	38	30	55	25	20
Call for Service Nature types:						
Abandoned 9-1-1	36	43	55	36	20	28
Abandoned Vehicle	8	1		2	1	4
Accidental Dial	13	10	9	5	6	3
Alarm - Commercial	7	8	13	10	7	10
Alarm - Medical	9	4	2	11	4	5
Alarm - Residential	12	17	20	12	11	8
Ambulance Request	169	162	134	130	108	119
Ambulance Transfer	46	58	22	46	22	26
Animal Control Complaint	21	12	15	13	8	9
Assault	9	5	4	2	6	4
Assist Other Dept / County	22	17	19	10	14	12
Be on the Lookout		2	4	1	1	3
Boater in Distress		5	1			
Boating Complaint	5	6	3	1		
Breaking and Entering	1	5	4	2	2	2
Breaking and Entering - In progress	2	3	1	2		
Breaking and Entering - Vehicle					1	
Bullying			3			
Bus Lights Disregarded			2	2	3	1
Car vs Bear - Property Damage Accident						
Car vs Deer - Property Damage Accident	21	15	28	36	45	23
Careless Use	5	6	4	4	2	3
Child Neglect	1					
Child Abuse		1				
Citizen Assist	12	4	11	6	1	3
Civil - Assist	1					1
Civil - Dispute	1	2	1	5	1	1
Civil - Standby	1	2	3	4	4	2
Computer Crime		1				
Counterfeit Money / ID						
Criminal Sexual Conduct (CSC)		2	1		2	1
Custody Dispute	1	3	2	2	1	1
Deer Permit Issued		1	1		2	
Disorderly Subject		2	1			
Domestic Violence	8	1	4	5	4	5
Drug Activity	7	4	3	4	1	
Embezzlement						1
EMS Centralize		1				
Family Trouble	4	6	7		4	7
Fight in Progress	4	2	4		2	
Fire - Alarm	10	6	5	5	1	1
Fire - Brush				1		
Fire - Chimney						
Fire - Grass						
Fire - Other		12	4	6	5	4
Fire - Structure	1	1	2	3	5	3
Fire - Vehicle	2					2
Fireworks Complaint	14	4	2			2
Found Property	4	8	8	7	4	2
Fraud	6	10	6	6	6	5
Gas Drive Off	8	6	5	6	3	5
Gas Leak (Natural)	1		1	1	1	2
Harassment	8	5	7	5	2	4
Harassing Telephone Calls / Text		1		1	2	
Hazardous Material Spill / Leak						

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BENZIE COUNTY CLERK  
BEULAH, MI 49617

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



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

TOTAL 1,385 1,325 1,091 1,011 720 797

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



# Benzie County Office of Emergency Management Emergency Management Activities November 2018

Below are outlined many of the activities I have been involved in for the month of November 2018.

## 1. After Action Review of Chemical Suicide in Manistee County

On Monday November 5<sup>th</sup>, 2018 I was involved in an After-Action Review regarding the response to a suspicious death investigation at a beach in Manistee. Manistee Police located a body and hazardous chemicals Sunday, October 28<sup>th</sup>, when they were dispatched to reports of a body being found at First Street Beach in Manistee. Officers identified the deceased man as a 27-year-old from Mancelona.

As a precaution, first responders were decontaminated and evaluated at Munson Healthcare Manistee Hospital. One officer was admitted overnight as a precaution, while all other individuals were released Sunday evening. No exposure was reported.

Police and Haz Mat Personnel have determined that the substance located inside the 27-year-old's vehicle was sodium azide, which when mixed with water releases a toxic gas that can be lethal. Consuming the mixture can also be toxic.

Members of Grand Traverse County's hazardous materials team and industrial environmental services experts assessed the site and belongings of the individual that might have been exposed to the chemicals and performed any necessary cleaning or disposal.

On Sunday, Manistee Police contacted the Antrim County Sheriff's Office regarding the 27-year-old man, who police said died from a lethal dose of a volatile powder -- sodium azide -- that had been mixed with another solution to become an odorless gas.

Police said the man left a suicide note, which led his parents to a lockbox at the end of his bed. When his parents found the box, they located a vial with a cork in it.

## 2. Vacation

From November 12<sup>th</sup> through the 16<sup>th</sup>, 2018 I was on vacation.

## 3. School Safety Workgroup Meeting

On Monday November 26<sup>th</sup>, 2018 our School Safety Workgroup consisting of representatives of the law enforcement community, Central Dispatch, School Superintendents, EMS, County Administration and Emergency Management met to go over our next steps in light of the \$370,000 security grant approvals from the State of Michigan for Improved School Security and the passage of the millage for 2 School Resource Officers.



Frankfort-Elberta  
Area Schools

Emergency  
Operations  
Plan



Benzie Central School's

Emergency  
Operations  
Plan

We began to discuss the written agreements between law enforcement and the schools as to the expectations of SRO should be.

## 4. Upcoming Events

I have scheduled the following for the next two months;

December 1<sup>st</sup> – Full Scale Search and Rescue Exercise at the Benzie County Government Cent and Platte River Campground.

December 6<sup>th</sup> – R7HSPB Meeting Grayling

December 12<sup>th</sup> – Reunification Training in Cadillac

December 12<sup>th</sup> – CERT Monthly Meeting in the EOC

December 17<sup>th</sup> – School Safety Planning Meeting 10:00am in the EOC

December 18<sup>th</sup> – Benzie County Fire/EMS Association

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DEC 28 2018

DAWN OLNEY

BENZIE COUNTY CLERK  
BEULAH, MI 49617



December 20<sup>th</sup> – After Action Review and Plan for Improvement after the Search and Rescue Exercise

January 3<sup>rd</sup> – R7HSPB Meeting Grayling

January 9<sup>th</sup> – CERT Monthly Meeting and Training in Manistee at the County EOC

January 12<sup>th</sup> and 13<sup>th</sup> – Fire Service Educational Methodology Training-Bear Lake

January 16<sup>th</sup> – MI CIMS New User Training at Paul Oliver Hospital Frankfort 1:00pm to 5:00pm

January 21<sup>st</sup> – School Safety Planning Committee 10:00am in the EOC

January 22<sup>nd</sup> – Local Emergency Planning Committee 2:00pm in the EOC (On Tuesday)

January 15<sup>th</sup> – Benzie County Fire/EMS Association Meeting

January 24<sup>th</sup> – ARES/RACES Meeting Downtown Honor

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# Benzie County Office of Emergency Management Emergency Management Activities December 2018

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BEULAH, MI 49617

Below are outlined many of the activities I have been involved in for the month of December 2018.

## 1. Search and Rescue Exercise

Also on Saturday December 1<sup>st</sup>, 2018 we conducted our Full Scale Search and Rescue Exercise that started in the Benzie County Government Center and end at the Platte River Campground.

We had 63 persons involved in the exercise from approximately 15 different organizations. The overall exercise went for 8 hours and began at the Benzie County Government Center where the "Volunteer Reception Center" (VRC) and "Search and Rescue Management" (SARM) Team are set up.

[This exercise is a Search and Rescue Exercise that began at the 22nd hour with planning for a "Second Operational Period". The first 2 hours of the exercise are for the set-up of a VRC and intaking of spontaneous volunteers. At the same time, a SARM Team planned the search for the second operational period. Incident Command set up their organization for that operational period.

At 12:30pm an Operational Period Briefing occurred and immediately thereafter all personnel deployed to the at the Sleeping Bear Dunes National Lakeshore-Platte River Campground. The Incident Command Post will be established at the Platte River Campground Ranger Station but because of communications was soon moved to the COMM Van in the parking lot. The Staging Area for all other responders was at the Lake Township Hall.

While the exercise ended with the successful location of the victims, it did point out several problems.



## 2. Meeting with the Frankfort City Officials

On Wednesday December 5<sup>th</sup>, 2018 I met with the Frankfort Mayor and a City Council member regarding the School Resource Officer position and concept of operation. They had several questions on the setup, operation and maintenance of a School Resource Officer Program.

## 3. Region 7 Meeting

On Thursday December 6<sup>th</sup>, 2018 I attended the Region 7 Homeland Security Planning Board Meeting in Grayling, MI.

## 4. Assist Manistee County with Sleighbell Activities

On Saturday December 8<sup>th</sup>, 2018 our CERT Members and I assisted with Sleighbell activities in downtown Manistee. CERT Members conducted traffic and crowd control operations from 11:00am until after the parade and fireworks concluded activities at around 7:00pm.



Experience Christmas with us December 5th to 8th, 2019

## 5. Re-Unification Training in Cadillac

On Wednesday December 12<sup>th</sup>, 2018 I attended training on development of re-unification plans for emergencies. One critical aspect of crisis response is accountable reunification of students with their parents or guardians in the event of a school crisis or emergency. The Standard Reunification Method provides school and district safety teams with proven methods for planning, practicing and achieving a successful reunification.





**6. School Safety Workgroup Meeting**

On Monday December 17<sup>th</sup>, 2018 our School Safety Workgroup consisting of representatives of the law enforcement community, Central Dispatch, School Superintendents, EMS, County Administration and Emergency Management met to continue the process of putting police officers in the schools. I discussed with the members the recent Re-Unification Training I attended in Cadillac and suggested that this be put together as a training for school personnel in the event of an emergency.

**7. SAR Exercise Design Meeting**

On Tuesday December 20<sup>th</sup>, 2018 we held an After-Action Review for the Search and Rescue Exercise we held near the Platte River Campground. We began the finalization of the exercise.

You should have received a copy of the AAR/IP that I will discuss separately at the meeting.



**8. Upcoming Events**

I have scheduled the following for the next two months;

- January 3rd – R7HSPB Meeting Grayling
- January 9th – CERT Monthly Meeting and Training in Manistee at the County EOC
- January 12th and 13th – Fire Service Educational Methodology Training-Bear Lake
- January 16th – MI CIMS New User Training at Paul Oliver Hospital Frankfort 1:00pm to 5:00pm
- January 21st – School Safety Planning Committee 10:00am in the EOC
- January 21<sup>st</sup> – ARES/RACES CERT Interface Workgroup Meeting 6:00pm @ the EOC
- January 22nd – Local Emergency Planning Committee 2:00pm in the EOC (On Tuesday)
- January 15th – Benzie County Fire/EMS Association Meeting
- January 24th – ARES/RACES Meeting Downtown Honor
  
- February 7<sup>th</sup> – R7HSPB Meeting Grayling
- February 9<sup>th</sup> and 10<sup>th</sup> – ICS 400 Advanced ICS Command and General Staff-Complex Incidents
- February 13<sup>th</sup> - MEMA Board Meeting (Lansing MI)
- February 13<sup>th</sup> – CERT Monthly Meeting and Training in the EOC
- February 19<sup>th</sup> – School Safety Planning Committee 10:00am in the EOC (Tuesday because of holiday)
- February 19<sup>th</sup> – Local Emergency Planning Committee 2:00pm in the EOC (Tuesday because of holiday)
- February 19<sup>th</sup> - ARES/RACES CERT Interface Workgroup Meeting 6:00pm @ the EOC (Tuesday because of holiday)
- February 19<sup>th</sup> through 23<sup>rd</sup> – AUX COMM Conference in Traverse City
- February 19<sup>th</sup> – Benzie County Fire/EMS Association Meeting
- February 23<sup>th</sup> – ARES/RACES Meeting Downtown Honor

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DEC 28 2018

DAWN OLNEY  
 BENZIE COUNTY CLERK  
 BEULAH, MI 49617



## Sleeping Bear Dunes National Lakeshore Search and Rescue

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# After Action Report Improvement Plan

December 1<sup>st</sup>, 2018

The After-Action Report/Improvement Plan (AAR/IP) aligns exercise objectives with preparedness doctrine to include the National Preparedness Goal and related frameworks and guidance. Exercise information required for preparedness reporting and trend analysis is included; users are encouraged to add additional sections as needed to support their own organizational needs.

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DEC 28 2018

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617





## EXERCISE OVERVIEW

<b>Exercise Name</b>	Sleeping Bear Dunes National Lakeshore Search and Rescue
<b>Exercise Dates</b>	December 1 <sup>st</sup> , 2018
<b>Scope</b>	<p>The overall exercise is planned for 8 hours beginning at the Benzie County Government Center where the “Volunteer Reception Center” (VRC) and “Search and Rescue Management” (SARM) Team are set up.</p> <p>This exercise is a Search and Rescue Exercise that will be beginning at the 22<sup>nd</sup> hour with planning for a “Second Operational Period”. The first 2 hours of the exercise are for the set-up of a VRC and intaking of spontaneous volunteers. At the same time, a SARM Team will be planning the search for the second operational period.</p> <p>At 12:30pm an Operational Period Briefing will occur and immediately thereafter all personnel will deploy to the at the Sleeping Bear Dunes National Lakeshore-Platte River Campground located just of Lake Michigan Rd. and M-22 in Lake Township, Benzie County. The Incident Command Post will be established at the Platte River Campground Ranger Station and a Staging Area for all other responders will be at the Lake Township Hall at the corner of M-22 and Lake Michigan Rd.</p> <p>Exercise play at the Sleeping Bear Dunes National Lakeshore is limited to search in a defined area where there will be an organized effort to locate two lost children that may be injured.</p> <p>For this exercise we will also be setting up communications between the Incident Command Post, Staging and the Emergency Operations Center for both 800MHz and Amateur Radio Communications.</p>
<b>Mission Area(s)</b>	Response
<b>Core Capabilities</b>	<p><b>PLANNING</b></p> <p>Conduct a systematic process engaging the whole community as appropriate in the development of executable strategic, operational, and/or tactical-level approaches to meet defined objectives.</p> <p><b>OPERATIONAL COORDINATION</b></p> <p>Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of core capabilities.</p>

Objectives

**MASS SEARCH AND RESCUE OPERATIONS**

Deliver traditional and atypical search and rescue capabilities, including personnel, services, animals, and assets to survivors in need, with the goal of saving the endangered lives in the shortest time possible.

**OPERATIONAL COMMUNICATIONS**

Ensure the capacity for timely communications in support of security, situational awareness, and operations by any and all means available, among and between affected communities in the impact area and all response forces.

**PUBLIC HEALTH, HEALTHCARE, AND EMERGENCY MEDICAL SERVICES**

Provide lifesaving medical treatment via Emergency Medical Services and related operations and avoid additional disease and injury by providing targeted public health, medical, and behavioral health support, and products to all affected populations.

**PLANNING**

1. Establish and maintain partnership structures among protection elements to support networking, planning, and coordination.
2. Setting up of a Search and Rescue Management team who will establish and define the search areas within 2 hours.
3. Establish a Volunteer Reception Center for the vetting, briefing and organizing of spontaneous volunteers within 1 hour.

**OPERATIONAL COORDINATION**

1. Establish a Unified Command Structure with all participating agencies/organizations.
2. Enhance and maintain National Incident Management System (NIMS)-compliant command, control, and coordination structures to meet basic human needs, stabilize the incident, and transition to recovery.
3. Mobilize all critical resources and establish command, control, and coordination structures within the affected community and other coordinating bodies in surrounding communities and across the Nation and maintain as needed throughout the duration of an incident.
4. Enhance and maintain National Incident Management System (NIMS)-compliant command, control, and coordination structures to meet basic human needs, stabilize the incident, and transition to recovery.

**MASS SEARCH AND RESCUE OPERATIONS**

1. Conduct search and rescue operations to locate and rescue persons in distress, based on the requirements of state and local authorities.





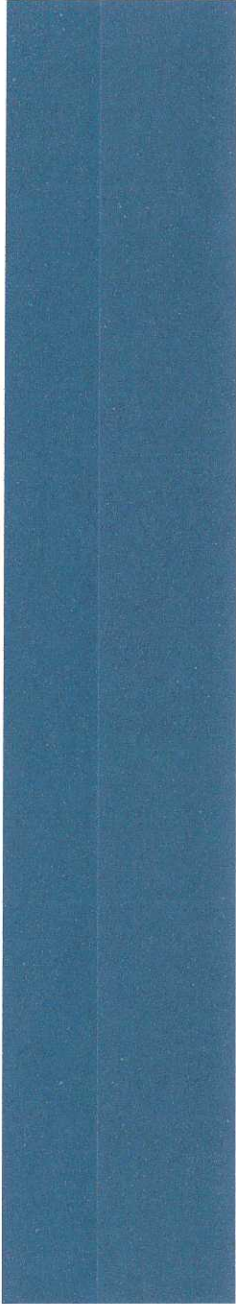
2. Initiate community-based search and rescue support operations across a wide geographically dispersed area.
3. Ensure the synchronized deployment of local, regional, national, and international teams to reinforce ongoing search and rescue efforts and transition to recovery.

**OPERATIONAL COMMUNICATIONS**

1. Execute operations with functional and integrated communications among appropriate entities to prevent initial or follow-on terrorist attacks within the United States in accordance with established protocols.
2. Ensure the capacity to communicate with both the emergency response community and the affected populations and establish interoperable voice and data communications between Federal, state, and local first responders.
3. Re-establish sufficient communications infrastructure within the affected areas to support ongoing life-sustaining activities, provide basic human needs, and transition to recovery

**PUBLIC HEALTH, HEALTHCARE, AND EMERGENCY MEDICAL SERVICES**

1. Assess the capability of alerting and notifying area healthcare partners in response to the identified public health risk.
2. Exercise the activation of the Public Health Incident Management Team, including convening an incident action planning meeting, and further evaluating the capability to deploy an epidemiological response team.
3. Examine the ability to provide post-exposure prophylaxis to all individuals and responders on-scene, as well as the ability of responding agencies to ensure public safety/order during the dispensing/vaccination campaign.
4. Assess the emergency availability of medical countermeasures locally or regionally to dispense to the affected population.
5. Identify public health protective action orders and examine the legal elements needed to implement those orders.
6. Assess the availability of licensed healthcare and medical staff to dispense medical countermeasures using the MI Volunteer Registry.



**Threat or Hazard**

Lost and injured individuals requiring rescue and medical response.

**Scenario**

Two children in their early teens have been reported missing at the Platte River Campground off Lake Michigan Rd. near Platte River Point. The children were last seen on the trail from the campground to Platte Bay. There had been a call to Benzie County Central Dispatch that Sleeping Bear Dunes NL Park Rangers and Park Staff, Frankfort FD have



responded to the event. There has been a hasty search conducted by park staff and rangers, other law enforcement and the fire service have been checking roadways in and around where the children were last seen. A K-9 had been called in but many of the campers in the campground have been searching on their own and have contaminated the area, making the dog ineffective.

At around 6 hours one of the spontaneous volunteers aiding in the search, that had been camping at the Platte River Campground for the last 2 days, was taken ill and transported to Paul Oliver Hospital. They were later transferred to Munson Medical Center in Traverse City as their condition deteriorated.

Requests for assistance have been made for members of Benzie County and Manistee County CERT Program Members to respond and assist in three areas including; search and rescue management, organizing the spontaneous volunteers and the search and rescue operations.

The exercise will start with preparing the briefing for the “Second Operational Period”. It will be 2 hours prior to the “Second Operational Period” Briefing. The exercise will begin with the Search and Rescue Management Team assembling and drafting a Search Management Plan. At the same time a Volunteer Reception Center will be established to vet and brief volunteers that will be used in the search.

The Incident Command Post has been established at the Platte River Ranger Station and a Staging Area for Search Volunteers is established at the Lake Township Hall.

At the 11 ½ mark the groups will come together to brief the incoming personnel on the Search Plan. Thereafter personnel will take their positions and at the 12-hour mark which begins the “Second Operational Period” the search will begin.

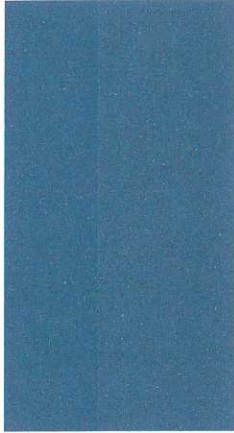
Immediately after the “Second Operational Period Briefing” the Incident Commander/Unified Command or whatever has been established is notified by Munson Hospital that the individual transported to Munson has an extremely contagious disease and those that may have had contact will require isolation.

**Sponsor**

Benzie County Office of Emergency Management

**Participating Organizations**

- Antrim County CERT
- Benzie County ARES/RACES
- Benzie County Central Dispatch
- Benzie County CERT
- Benzie County Emergency Medical Services
- Benzie County Office of Emergency Management
- Benzie County Sheriff’s Office



- Benzie-Leelanau Health Department
- Grand Traverse Band of Ottawa and Chippewa Indians
- Homestead Township Fire Department
- Manistee County CERT
- Manistee County Sheriff's Office
- Mason County Office of Emergency Management
- Michigan State Police
- Little River Band of Ottawa Indians
- Little Traverse Bay Band of Odawa Indians
- Sleeping Bear Dunes National Lakeshore Park Rangers
- Sleeping Bear Dunes National Lakeshore Park Staff



Point of  
Contact

Frank Post, Emergency Management Coordinator  
Benzie County Office Of Emergency Management  
448 Court Place, Beulah, MI 49617  
(231) 882-0567  
[fpost@benzieco.net](mailto:fpost@benzieco.net)



## ANALYSIS OF CORE CAPABILITIES

Aligning exercise objectives and core capabilities provides a consistent taxonomy for evaluation that transcends individual exercises to support preparedness reporting and trend analysis. Table 1 includes the exercise objectives, aligned core capabilities, and performance ratings for each core capability as observed during the exercise and determined by the evaluation team.

Objective	Core Capability	Performed without Challenges (P)	Performed with Some Challenges (S)	Performed with Major Challenges (M)	Unable to be Performed (U)
<b>OPERATIONAL COORDINATION</b> <ul style="list-style-type: none"> <li>Execute operations with functional and integrated communications.</li> <li>Establish and maintain partnership structures.</li> <li>Enhance and Maintain NIMS.</li> </ul>	<b>CORE CAPABILITY</b> <ul style="list-style-type: none"> <li>Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of core capabilities.</li> </ul>		S		
<b>MASS SEARCH AND RESCUE OPERATIONS</b> <ul style="list-style-type: none"> <li>Conduct Search and Rescue Operations.</li> <li>Ensure the synchronized deployment of local, rescue efforts and transition to recovery.</li> </ul>	<b>CORE CAPABILITY</b> <ul style="list-style-type: none"> <li>Deliver traditional and atypical search and rescue capabilities, including personnel, services, animals, and assets to survivors in need, with the goal of saving the greatest number of endangered lives in the shortest time possible.</li> </ul>		S		
<b>OPERATIONAL COMMUNICATION</b> <ul style="list-style-type: none"> <li>Located and utilized Tactical Radio Channels for both operations and staging.</li> <li>Stage co-responding agencies representatives in arms reach to facilitate communications and clear direction.</li> <li>Utilized clear plain language to assure no confusions in directions or orders.</li> <li>Assure effective communications can occur in an area of marginal radio coverage.</li> <li>Identify alternate communications procedures in the event of radio communications failure.</li> </ul>	<b>CORE CAPABILITY</b> <ul style="list-style-type: none"> <li>Ensure the capacity for timely communications in support of security, situational awareness, and operations by any and all means available, among and between affected communities in the impact area and all response forces.</li> </ul>			M	

**Ratings Definitions:**

- Performed without Challenges (P): The targets and critical tasks associated with the core capability were completed in a manner that achieved the objective(s) and did not negatively impact the performance of other activities. Performance of this activity did not contribute to additional health and/or safety risks for the public or for emergency workers, and it was conducted in accordance with applicable plans, policies, procedures, regulations, and laws.
- Performed with Some Challenges (S): The targets and critical tasks associated with the core capability were completed in a manner that achieved the objective(s) and did not negatively impact the performance of other activities. Performance of this activity did not contribute to additional health and/or safety risks for the public or for emergency workers, and it was conducted in accordance with applicable plans, policies, procedures, regulations, and laws. However, opportunities to enhance effectiveness and/or efficiency were identified.
- Performed with Major Challenges (M): The targets and critical tasks associated with the core capability were completed in a manner that achieved the objective(s), but some or all of the following were observed: demonstrated performance had a negative impact on the performance of other activities; contributed to additional health and/or safety risks for the public or for emergency workers; and/or was not conducted in accordance with applicable plans, policies, procedures, regulations, and laws.
- Unable to be Performed (U): The targets and critical tasks associated with the core capability were not performed in a manner that achieved the objective(s).

**Table 1. Summary of Core Capability Performance**

The following sections provide an overview of the performance related to each exercise objective and associated core capability, highlighting strengths and areas for improvement.

## OPERATIONAL COORDINATION

### Execute operations with functional and integrated communications.

Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of core capabilities.

#### Strengths

The full capability level can be attributed to the following strengths:

**Strength 1:** There was a good set up of communications between the COMM Van and the EOC via Amateur Radio.

**Strength 2:** The set up of packet between the COMM Van and the EOC worked seamlessly.

**Strength 3:** The IAP planning process ran very well.

#### Areas for Improvement

The following areas require improvement to achieve the full capability level:

**Area for Improvement 1:** One of the biggest struggles we between the ICS structure embracing the volunteers. At times when the ICS structure couldn't reach their personnel in the field, they tried to go through the Amateur radio.

**Analysis:** Command would never give up direct communications and go through a comms unit on a situation like this. The lack of "tactical" planning that occurred during the ICS process may have attributed to this as well.

**Area for Improvement 2:** Establish policies for large scale events that are defined and scalable to the size of the response.

**Analysis:** Having the Search Management/Planning portion in a different location actually hampered the exercise. The physical separation may have contributed to the divergence of tasks and responsibilities.

### Establish and maintain partnership structures.

Establish and maintain partnership structures among protection elements to support networking, planning, and coordination.

#### Strengths

The full capability level can be attributed to the following strengths:

**Strength 1:** Volunteer Reception Center set up and operation went very well.

**Strength 2:** Players did a great job in adjusting to the new information.

#### Areas for Improvement

The following areas require improvement to achieve the full capability level:

**Area for Improvement 1:** Establishment of a Unified Command System for large Scale or Multi Discipline events to assure a coordinated response.

**Analysis:** The planning section really was the struggle point. There were many comments from your responders that reflected negatively on interaction with the CERT Search Management Planning. Instead of being involved in the IAP development from the beginning, those assigned to the Search Planning wanted to leave the process immediately and go and do their own thing.

**Area for Improvement 2:** -The IAP development process could have used a few more hours.



**Analysis:** I think it would have “solved” a few of the misunderstandings and issues that occurred during the field portion. I would recommend spending more time in drilling the ICS and planning portions of searching, rather than the field portions. As was demonstrated by the number of quick changes and decisions made in the field, I think the practice and additional training is needed in the planning and organizing before everyone gets to the field and can’t talk/communicate.

### Enhance and Maintain NIMS

Enhance and maintain National Incident Management System (NIMS)-compliant command, control, and coordination structures to meet basic human needs, stabilize the incident, and transition to recovery.

#### Strengths

**The full capability level can be attributed to the following strengths:**

**Strength 1:** Clearly started identifying roles for personnel and using ICS titles.

**Strength 2:** Started to utilize Task Forces to effectively deal with rescue/protection of Medical Responders.

#### Areas for Improvement

The following areas require improvement to achieve the full capability level:

**Area for Improvement 1:** Develop policies beginning with Central Dispatch identifying radio protocols and procedures.

**Analysis:** Radio communications should use incident command terms/positions instead of radio numbers. The incident commander should be called IC or Command. Other possible position titles include law enforcement group supervisor, medical group supervisor, treatment unit leader, triage unit leader, fire group supervisor, perimeter group supervisor, etc.

**Area for Improvement 2:** Promote ICS 300 and ICS 400 training for all mid and upper level personnel.

**Analysis:** Another ICS 300 class would be very beneficial for most of the participants. Now they have had some experience with an incident, going through the class again may help.

## MASS SEARCH AND RESCUE OPERATIONS

### Conduct Search and Rescue Operations

Conduct search and rescue operations to locate and rescue persons in distress, based on the requirements of state and local authorities.

#### Strengths

Test functional and integrated communications

**The full capability level can be attributed to the following strengths:**

**Strength 1:** Effective deployment of resources.

**Strength 2:** As scenario’s unfolded, saw personnel get a better understanding

**Strength 3:** SAR Planning operations seemed to go well. CERT SAR personnel and NPS integrated and worked well with together.

#### Areas for Improvement

The following areas require improvement to achieve the full capability level:

**Area for Improvement 1:** SAR management is a part of the plans section and should be integrated with the plans section.





**Analysis:** More practice and better understanding of the ICS concept. First responders need to know the role of CERT and CERT needs to know how they fit into the big picture. CERT does not need to stand alone, they are part of the ICS. A CERT member could be the PSC. Or they could run the SAR management group that works for the PSC.

### Ensure Synchronized Deployment

Ensure the synchronized deployment of local teams to reinforce ongoing search and rescue efforts and transition to recovery.

#### Strengths

The full capability level can be attributed to the following strengths:

**Strength 1:** Adapted to changing conditions.

**Strength 2:** Effective deployment of resources.

#### Areas for Improvement

The following areas require improvement to achieve the full capability level:

**Area for Improvement 1:** Need to identify a system to set up building personnel accountability. Need to also have a system of responding accountability.

**Analysis:** No Personnel accountability of volunteers and no accountability of responding personnel.

## OPERATIONAL COMMUNICATIONS

### Ensure the capacity to communicate.

Ensure the capacity to communicate with both the emergency response community and the affected populations and establish interoperable voice and data communications between state, and local first responders.

#### Strengths

Test functional and integrated communications

**The full capability level can be attributed to the following strengths:**

**Strength 1:** There were obvious deficiencies in the coverage of the various comms systems within the dunes. These were known, so the players dealt with the issues and used appropriate redundancies.

#### Areas for Improvement

The following areas require improvement to achieve the full capability level:

**Area for Improvement 1:** Test functional and integrated communications

**Analysis:** Multiple forms of communication utilized for ops and staging. This both helped and added to confusion. Messages were not going over all communication formats utilized. HAM, VHF, and 800MHz radios were not broadcasting messages at the same time. This added to confusion.

In areas with poor radio coverage a better utilization of runners to ensure messages were being received could have been used.

**Area for Improvement 2:** It was discovered the COMM Van radios still do not have the complete template that includes all the "G" event talk groups. The zone was missing G4 – G12.

**Analysis:** Contact our Contract Radio Maintenance Provider to re template the COMM Van Radios.



**Re-establish sufficient communications infrastructure**

Re-establish sufficient communications infrastructure within the affected areas to support ongoing life-sustaining activities, provide basic human needs, and transition to recovery

**Strengths**

The partial capability level can be attributed to the following strengths:

**Strength 1:** None

**Areas for Improvement**

The following areas require improvement to achieve the full capability level:

**Area for Improvement 1:** Staging did not provide, to the COMM Van personnel, the call signs of teams they assembled, the team members and their assignments.

**Analysis:** The teams did not check in with the COMM Van of in service, on scene, etc. Staging seemed to be managing the operation and I just listened to try and figure out what was going on. Had there been more radio traffic for me it would have been overshadowed by the CERT communications. This caused a lot of confusion and required extra communications in locating people and having them tell us who they were and where they were. Simply calling us or delivering that information to the COMM Van would have provided that accountability.



## APPENDIX A: IMPROVEMENT PLAN

This IP has been developed specifically for Benzie County as a result of Search and Rescue Exercise conducted on December 1<sup>st</sup>, 2018.

Core Capability	Issue/Area for Improvement	Corrective Action	Capability Element <sup>1</sup>	Primary Responsible Organization	Organization POC	Start Date	Completion Date
<b>1. Operational Coordination</b>	1. Execute operations with functional and integrated communications.	Migrate all emergency first responders to a single communications platform. Develop policies for communications at large scale incidents.	<b>Equipment and Systems</b>	Central Dispatch	Ronald Berns	AFG Grant Completion 7/1/19	Tentatively Set for no later than 3/1/19
	2. Establish and maintain partnership structures.	Utilize Unified Command System for multidiscipline incidents	<b>Planning</b>	Central Dispatch	Ronald Berns	7/1/19	10/1/19
	3. Mobilize all critical resources and establish command, control and coordination.	Utilize Unified Command System for multidiscipline incidents	<b>Planning, Training and Exercise</b>	Emergency Management	Frank Post	3/1/19	12/31/19
	4. Enhance and Maintain NIMS	Develop policies with regard to coordinated response. Develop policies identifying radio policies and procedures. Promote ICS 300 and ICS 400 training for all agency leaders.	<b>Organization</b>	Law Enforcement, Fire and EMS	Department Leadership	6/15/19	3/1/20
			<b>Planning</b>	Law Enforcement, Fire and EMS	Department Leadership	10/15/19	2/28/20
			<b>Planning</b>	Central Dispatch	Ronald Berns	7/1/19	10/1/19
			<b>Training</b>	Emergency Management	Frank Post	9/15/19	4/30/20

<sup>1</sup> Capability Elements are: Planning, Organization, Equipment, Training, or Exercise.





Core Capability	Issue/Area for Improvement	Corrective Action	Capability Element <sup>2</sup>	Primary Responsible Organization	Organization POC	Start Date	Completion Date
<b>2. Mass Search and Rescue Operations</b>	1. Conduct Search and Rescue Operations.	Development of Rescue Task Force	<b>Planning, Training and Exercise</b>	Law Enforcement, Fire and EMS	Department Leadership	10/15/19	2/28/20
	2. Ensure Synchronized Deployment.	Identify a system of accountability for people in the building.	<b>Organization and Planning</b>	Law Enforcement, Fire and EMS	Department Leadership	10/15/19	2/28/20
<b>3. Operational Communications</b>	1. Ensure the capacity to communicate.	Migrate all emergency first responders to a single communications platform.	<b>Equipment and Systems</b>	Central Dispatch	Ronald Berns	AFG Grant Completion	Tentatively Set for no later than 3/1/19
	2. Re-establish sufficient communications infrastructure.	Utilize ICS terminology	<b>Training</b>	Emergency Management	Frank Post	9/15/19	4/30/20

<sup>2</sup> Capability Elements are: Planning, Organization, Equipment, Training, or Exercise.



## APPENDIX B: EXERCISE PARTICIPANTS

Participating Organizations	
<b>Local and Municipal Participants</b>	
Homestead Township Fire Department	
<b>County Participants</b>	
Benzie County Central Dispatch Benzie County Emergency Medical Services Benzie County Office of Emergency Management Benzie County Sheriff's Office Benzie-Leelanau Health Department Manistee County Sheriff's Office Mason County Office of Emergency Management	
<b>State Participants</b>	
Michigan State Police	
<b>Tribal Participants</b>	
Grand Traverse Band of Ottawa and Chippewa Indians Little River Band of Ottawa Indians Little Traverse Bay Band of Odawa Indians	
<b>Federal Participants</b>	
Sleeping Bear Dunes National Lakeshore Park Rangers Sleeping Bear Dunes National Lakeshore Park Staff	
<b>Volunteer Organizations</b>	
Antrim County CERT Benzie County ARES/RACES Benzie County CERT Manistee County CERT	

# Commissioner Report

# County Administrator's Report



Memo To: Board of Commission *M. Deisch*  
From: Mitchell D. Deisch, Administrator  
Date: January 2, 2019  
Subject: Administrator Update January 8, 2019 BOC meeting

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1. **Strategic Plan** – Attached is the final version of the Strategic Plan. I wanted to give the BOC one more chance to review the document. I will be placing it on the BOC agenda for approval and to obtain signatures. This should be ready for the January 22, 2019 BOC meeting.
2. **Interlocal Agreement / City of Frankfort / School Resource Officer** – I am currently working with the City of Frankfort to prepare a draft interlocal agreement that can be submitted to both the BOC and City of Frankfort City Council for their review. I have been directed to work with the Frankfort Mayor on the interlocal agreement. My goal will be to have this interlocal agreement on the BOC Agenda either on the January 22, 2019 agenda or the first meeting in February 2019. More to follow.
3. **Interlocal Agreement with Manistee County** – I am currently working with Cohl, Stoker and Toskey to assist with drafting an interlocal agreement between Benzie County and Manistee County regarding the creation of the Regional Public Defenders office. Once the draft is completed and both County Administrators are satisfied with the interlocal agreement, it will be placed on the Benzie County BOC agenda for review and approval.
4. **Space Needs Consultants Interviews** – Interviews are scheduled for January 9, 2019 to interview two architect firms to possible conduct a space needs report for the Benzie County Government Center and Sherriff Office/Jail Facility. More to follows.
5. **First Quarter Financial Update** - Finance Manager Susan Boyd will be providing the 18/19 Fiscal Year quarterly update at the January 22, 2019 BOC meeting.

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JAN 03 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.

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Coury Carland, District 4

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Linda Farrell, District 3

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Art Jeannot, District 2

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Rob Roelofs, District 1

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Gary Sauer, District 7

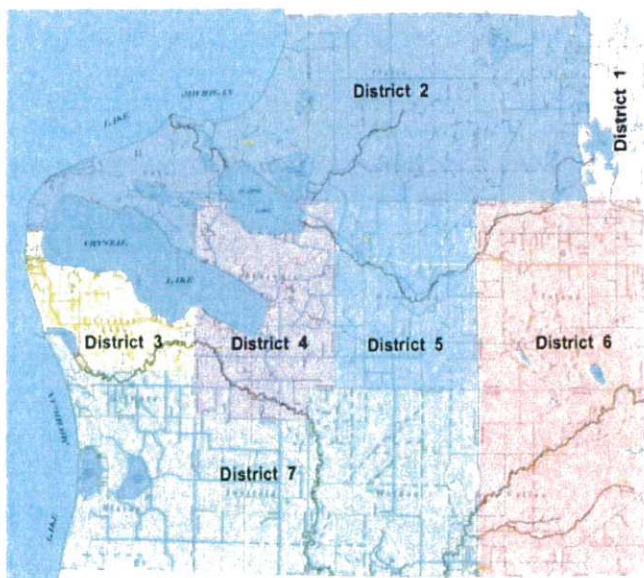
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Sherry Taylor, District 5

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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](mailto: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

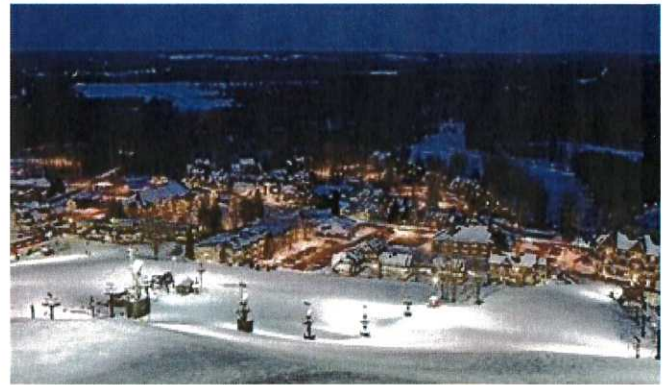
## Stakeholders

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

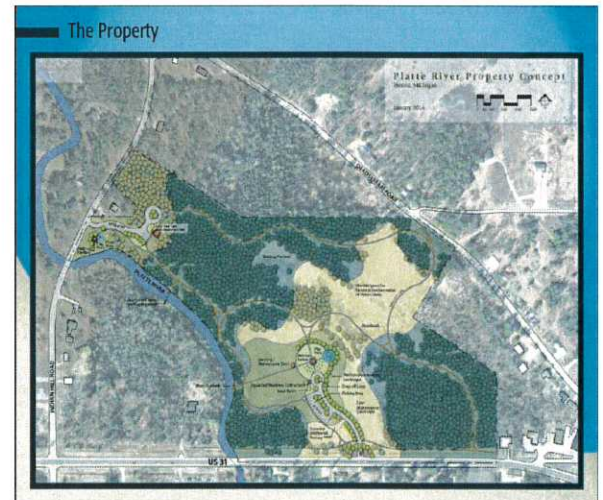
- **Goal:** To leverage human, physical, business, education and other resources to support business development and job creation.
- **Goal:** To support local economic and community development strategies which include but are not limited to:
  - Infrastructure to support economic development, including 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, inlands 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 projection and related assets including potential joint projects involving multiple municipal units of government.



# **FINANCE REPORT**

**BILLS TO BE APPROVED January 8, 2019**

Motion to approve Vouchers in the amount of:

\$	140,347.74	General Fund (101)
\$	29,130.02	Jail Fund (213)
\$	13,863.56	Ambulance Fund & ALS (214)
\$	38,037.87	Funds 105-238
\$	9,264.24	ACO Fund (247)
\$	-	Building (249)
\$	11,903.59	Dispatch 911 Fund (261)
\$	73,232.97	Funds 239-292
\$	47,362.42	Funds 293-640
\$	46,431.05	701 Fund
\$	-	Trust and Agency Funds & MSU Trust and Agency Fund (702-771)
<hr/>		
\$	<u>409,573.46</u>	

**RECEIVED**

**JAN 04 2019**

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

Payables December 20, 2018 to January 3, 2019

DATE	FUND 101 GENERAL	FUND 213 JAIL	FUND 214 ALS	FUND 105-238	FUND 247 ACO	FUND 249 BUILDING	FUND 261 DISPATCH	FUND 299-292	FUND 293-690	FUND 701 TRUST/ AGENCY	FUND 702-771	TOTALS
12/20/2018	\$ 110,889.45	\$ 16,248.34	\$ 9,067.35	\$ 1,583.00	\$ 9,010.95		\$ 10,018.14	\$ 30,833.80	\$ 15,372.53	\$ 31,664.79		\$ 234,688.35
12/27/2018	\$ 13,421.33	\$ 3,058.99	\$ 4,796.21	\$ 36,244.87	\$ 253.29		\$ 1,885.45	\$ 36,910.00	\$ 1,568.61	\$ 7,553.61		\$ 105,692.36
1/3/2019	\$ 16,036.96	\$ 9,822.69		\$ 210.00				\$ 5,489.17	\$ 30,421.28	\$ 7,212.65		\$ 69,192.75
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<b>Totals</b>	<b>\$ 140,347.74</b>	<b>\$ 29,130.02</b>	<b>\$ 13,863.56</b>	<b>\$ 38,037.87</b>	<b>\$ 9,264.24</b>	<b>\$ -</b>	<b>\$ 11,903.59</b>	<b>\$ 73,232.97</b>	<b>\$ 47,362.42</b>	<b>\$ 46,431.05</b>	<b>\$ -</b>	<b>\$ 409,573.46</b>

- |                       |                     |                           |                            |
|-----------------------|---------------------|---------------------------|----------------------------|
| 206-K-9 Fund          | 230-BVTMC           | 269-Law Library           | 310-Govt Ctr Addition-Debt |
| 207-Sheriff Reserve's | 232-Planning/Zoning | 270-Platte River Bridge   | 315-Benzie Leelanau Health |
| 208-Dive Team         | 235-CBDG            | 271-Housing Grant         | 321-Jail Bond              |
| 209-Resource Officer  | 238-EDC             | 276-Council on Aging      | 371-Jail Bldg Debt Millage |
| 210-Benzie Kids       | 245-Remonumentation | 285-Pt. Betsie Lighthouse | 425-Equipment Replace      |
| 211-D.A.R.E. Fund     | 256-Reg of Deeds    | 292-Child Care Fund       |                            |
| 215-FOC               | 262-911-Training    | 293-Soldiers Relief Fund  |                            |



GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
<b>Fund 101 GENERAL FUND</b>							
<b>Dept 101 BOARD OF COMMISSIONERS</b>							
101-101-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	COMMISSIONER CALENDAR	435754-0	12/20/18	39.95	68177
101-101-955.00	CONVENTIONS & MEETINGS	TAYLOR, SHERRY	NEW COMMISSIONER TRAINING 12/4	TRAINING	12/27/18	234.15	68285
101-101-955.10	DUES & REGISTRATIONS	MICHIGAN ASSOCIATION	2019 MAC COUNTY DUES	M1510	12/20/18	12,139.58	68191
			Total For Dept 101 BOARD OF COMMISSIONERS			12,413.68	
<b>Dept 131 CIRCUIT COURT</b>							
101-131-702.00	CIR CT JUDGE	MANISTEE COUNTY - ADM	NOVEMBER 2018 SHARED SERVICES	NOVEMBER 2018	12/20/18	1,524.13	68189
101-131-702.03	CIR CT ADMIN SAL	MANISTEE COUNTY - ADM	NOVEMBER 2018 SHARED SERVICES	NOVEMBER 2018	12/20/18	1,827.67	68189
101-131-704.00	WAGES-COURT REPORTER	MANISTEE COUNTY - ADM	NOVEMBER 2018 SHARED SERVICES	NOVEMBER 2018	12/20/18	1,766.41	68189
101-131-704.01	WAGES - ADR CLERK	MANISTEE COUNTY - ADM	NOVEMBER 2018 SHARED SERVICES	NOVEMBER 2018	12/20/18	1,325.46	68189
101-131-704.02	WAGES-CLERICAL ASSISTANT	MANISTEE COUNTY - ADM	NOVEMBER 2018 SHARED SERVICES	NOVEMBER 2018	12/20/18	1,023.17	68189
101-131-712.00	WAGES - RESEARCH ATTORNE	MANISTEE COUNTY - ADM	NOVEMBER 2018 SHARED SERVICES	NOVEMBER 2018	12/20/18	1,026.67	68189
101-131-725.00	COST OF FRINGE BENEFITS	MANISTEE COUNTY - ADM	NOVEMBER 2018 SHARED SERVICES	NOVEMBER 2018	12/20/18	5,264.80	68189
			Total For Dept 131 CIRCUIT COURT			13,758.31	
<b>Dept 136 DISTRICT COURT</b>							
<b>TRANSCRIPTS</b>							
101-136-802.00	COURT APPOINTED ATTORNEY	AMANDA M O'BRIEN	BANCROFT TRANSCRIPT	12/19/2018	12/20/18	14.35	68130
101-136-805.00	COURT APPOINTED ATTORNEY	GRAFF, JACOB	ANDREWS/FISHER/ABRAM/KOLARIK	DF105	12/20/18	1,500.00	68164
101-136-805.00	COURT APPOINTED ATTORNEY	GRAFF, JACOB	CHAFFE / HOSKINS	DP122	12/20/18	500.00	68165
101-136-805.00	COURT APPOINTED ATTORNEY	HEATHER DYKSTRA	CUMMINGS	DP131	12/20/18	430.00	68167
101-136-805.00	COURT APPOINTED ATTORNEY	HUFT, DAVID G.	GARY/SHOEBRIDGE/STRATTON/HAMILTON/	DP104	12/20/18	1,750.00	68171
101-136-805.00	COURT APPOINTED ATTORNEY	HUFT, DAVID G.	ATTY YERKE	18-0147-CA	12/20/18	100.00	68172
101-136-805.00	COURT APPOINTED ATTORNEY	HEHR, LINDA MOOREY	ROSA	18-348-SM	12/20/18	250.00	68173
101-136-805.00	COURT APPOINTED ATTORNEY	OLSON, BZDOK & HOWARD	SHELTON / ELY	DP107	12/20/18	400.00	68182
101-136-805.00	COURT APPOINTED ATTORNEY	SMITH, MICHAEL LAWRE	GELBSON	DP106	12/20/18	150.00	68199
101-136-805.00	COURT APPOINTED ATTORNEY	SMITH, MICHAEL LAWRE	PIERCE / BLUHM	DP123	12/20/18	500.00	68211
101-136-806.00	SCREENING FEES	OPEN DOOR ASSESSMENTS	MODLIN / CARRIER	DP120	12/20/18	150.00	68200
101-136-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELLULAR PHONES FOR DECEMBER 2018	9820236908	12/27/18	103.52	68291
101-136-970.00	EQUIPMENT	MANISTEE COUNTY - ADM	NOVEMBER 2018 SHARED SERVICES	NOVEMBER 2018	12/20/18	448.28	68189
			Total For Dept 136 DISTRICT COURT			6,296.15	
<b>Dept 142 JUVENILE DIVISION</b>							
101-142-704.01	SALARY-DIRECTOR OF YOUTH	MANISTEE COUNTY - ADM	NOVEMBER 2018 SHARED SERVICES	NOVEMBER 2018	12/20/18	2,091.85	68189
101-142-727.00	OFFICE SUPPLIES	PURE WATER WORKS	WATER COOLER	18-1537,18-1203	01/03/19	23.32	68323
101-142-963.00	COMPUTER SUPPORT	MANISTEE COUNTY - ADM	NOVEMBER 2018 SHARED SERVICES	NOVEMBER 2018	12/20/18	638.08	68189
101-142-970.00	EQUIPMENT	UNIFI EQUIPMENT FINAN	COPIER LEASE	461030	01/03/19	78.15	68334
			Total For Dept 142 JUVENILE DIVISION			2,831.40	
<b>Dept 172 ADMINISTRATOR</b>							
101-172-800.00	CONTRACTED SERVICES	MUNICIPAL ANALYTICS	FINANCIAL ASSESSMENT/PROGRESS BILL	18-074	12/20/18	5,200.00	68193
101-172-800.00	CONTRACTED SERVICES	MUNICIPAL ANALYTICS	FINANCIAL ASSESSMENT/PROGRESS BILL	18-068	12/20/18	9,536.59	68194
101-172-800.00	CONTRACTED SERVICES	TIM ERVIN	UPDATE COUNTY STRATEGIC PLAN	INVOICE	01/03/19	600.00	68331
			Total For Dept 172 ADMINISTRATOR			15,336.59	
<b>Dept 215 COUNTY CLERK</b>							
101-215-963.00	COMPUTER SUPPORT	CHERRY IAN LLC	MI COURT CONNECT MAINTENANCE 1/1/1	2019-JAN	12/20/18	600.00	68146
101-215-963.00	COMPUTER SUPPORT	DEKETO	MAINTENANCE FOR 10/1/2018 TO 9/30/	480	01/03/19	5,000.00	68307
			Total For Dept 215 COUNTY CLERK			5,600.00	
<b>Dept 253 COUNTY TREASURER</b>							
101-253-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	CHAIR FOR KELLY	435798-0	12/27/18	319.97	68263
101-253-860.00	TRAVEL	THOMPSON, MICHELLE	MILEAGE THRU 12/21/18	122218	01/03/19	38.26	68330
			Total For Dept 253 COUNTY TREASURER			358.23	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 257 EQUALIZATION DEPARTMENT							
101-257-961.00	TRAINING & SCHOOLS	STATE OF MICHIGAN	BASIC INCOME COURSE	12/19/18	12/20/18	250.00	68217
			Total For Dept 257 EQUALIZATION DEPARTMENT			250.00	
Dept 261 MSU EXTENSION							
101-261-703.04	WAGES-PART TIME SECRETAR	MSU EXTENSION BUSINES	DEB LONGO MSU EXTENSION	TOINV22-19-BENZ	12/20/18	923.64	68192
			Total For Dept 261 MSU EXTENSION			923.64	
Dept 262 ELECTIONS							
101-262-727.00	OFFICE SUPPLIES - BALLOT	DOMINION VOTING SYSTE	SERVER CONFIGURATION/SMART CARD RE	DVS127126	12/20/18	1,886.00	68158
			Total For Dept 262 ELECTIONS			1,886.00	
Dept 265 BUILDING & GROUNDS							
101-265-750.00	MAINTENANCE SUPPLIES	CUMMINS BRIDGEWAY, LL	REPLACE BATTERY FOR GENERATOR	T2-2011	12/20/18	92.51	68156
101-265-750.00	MAINTENANCE SUPPLIES	KSS ENTERPRISES	CLEANING SUPPLIES	1128514-1	12/20/18	39.80	68186
101-265-750.00	MAINTENANCE SUPPLIES	KSS ENTERPRISES	CLEANING SUPPLIES/ICE MELT	1131314	12/20/18	46.00	68186
101-265-750.00	MAINTENANCE SUPPLIES	KSS ENTERPRISES	CLEANING SUPPLIES	1130044	12/20/18	78.00	68186
101-265-750.00	MAINTENANCE SUPPLIES	NUGENT HARDWARE	S HOORS AND KEYS FOR JUVENILE COUR	156448	12/20/18	25.83	68198
101-265-800.00	CONTRACTED SERVICES	CUMMINS BRIDGEWAY, LL	MAINTENANCE AGREEMENT	T2-2101	12/27/18	499.29	68244
101-265-820.00	SNOW REMOVAL	KSS ENTERPRISES	CLEANING SUPPLIES/ICE MELT	1131314	12/20/18	1,145.55	68186
101-265-850.00	TELEPHONE	TELNET WORLDWIDE	GYMT CENTER PRI FOR DECEMBER 2016	153646	12/20/18	462.15	68221
101-265-853.00	CELLULAR PHONES	CELLULAR PHONES FOR DECEMBER 2018	9820236908	104.71	12/27/18	104.71	68291
101-265-923.00	FUEL - NATURAL GAS	DTE ENERGY	GYMT CENTER NATURAL GAS FOR NOV 20	910020931200	12/27/18	1,202.02	68252
101-265-924.00	ELECTRIC	CONSUMERS ENERGY	GOVERNMENT CENTER ELECTRIC	100000514248	12/20/18	4,756.29	68147
101-265-924.00	ELECTRIC	CONSUMERS ENERGY	ELECTRIC 10/13-11/12 AND 11/13-121	100005868649	12/20/18	213.06	68150
101-265-935.00	BUILDING REPAIRS	TAG CONSTRUCTION	STEP 1 IN SOUNDPROOFING CLOSED SES	12/18/18	12/20/18	720.00	68220
			Total For Dept 265 BUILDING & GROUNDS			9,385.21	
Dept 266 LEGAL & CONTRACTED SERVICES							
101-266-810.00	LEGAL FEES	CUMMINGS, MCCLOREY, D	NOVEMBER 2018 LEGAL SERVICES	253684	12/20/18	3,270.51	68155
101-266-810.00	LEGAL FEES	COHL, STOKER, TOSKEY,	NOVEMBER 2018 NON - RETAINER	NOVEMBER 2018	12/27/18	216.42	68242
101-266-810.00	LEGAL FEES	COHL, STOKER, TOSKEY,	NOVEMBER 2018 RETAINER	NOVEMBER 2018	12/27/18	1,833.34	68242
101-266-815.20	ADMINISTRATION FEES - MA	MANISTEE COUNTY - ADM	NOVEMBER 2018 SHARED SERVICES	NOVEMBER 2018	12/20/18	1,166.67	68189
			Total For Dept 266 LEGAL & CONTRACTED SERVICES			6,486.94	
Dept 267 PROSECUTING ATTORNEY							
101-267-727.00	OFFICE SUPPLIES	VISA-SARA SWANSON	VISA BILL	12/16/18	12/27/18	132.92	68294
101-267-808.00	WITNESS FEES	JACO	SERVICE FEES FOR MARLENA WEST	60551	01/03/19	46.44	68315
101-267-814.00	DIRECT VICTIMS NEEDS - E	VISA-SARA SWANSON	AT&T PREPAID PHONE CARE/DIRECT VIC	VISA	12/27/18	23.75	68294
101-267-827.00	MGT CONTRACT	MGT OF AMERICA, INC.	CRP BILLING	34653	12/20/18	1,384.80	68190
101-267-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELLULAR PHONES FOR DECEMBER 2018	9820236908	12/27/18	39.41	68291
101-267-901.00	RESOURCE MATERIALS	AMANDA O'BRIEN	TRANSCRIPT FOR DAVID MORGAN II	18-258-FY	12/20/18	18.30	68131
101-267-955.10	DUES & REGISTRATIONS	VISA-SARA SWANSON	VISA BILL	12/16/18	12/27/18	630.00	68294
			Total For Dept 267 PROSECUTING ATTORNEY			2,275.62	
Dept 268 REGISTER OF DEEDS							
101-268-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	RIBBONS, MOUSE, LABELS, POST-ITS	435413-0	12/20/18	93.41	68176
101-268-800.00	CONTRACTED SERVICES - LA	FIDLAR TECHNOLOGIES I	NOVEMBER 2018 LAREDO USAGE FEE	0221819-IN	12/20/18	866.83	68160
			Total For Dept 268 REGISTER OF DEEDS			960.24	
Dept 301 SHERIFF							
101-301-727.00	OFFICE SUPPLIES	QUILL CORPORATION	WALL CALENDER 2X	3419809	12/20/18	26.22	68205
101-301-748.00	GAS, OIL & GREASE	XPRESS LUBE	14-2 OIL CHANGE	39411	01/03/19	48.90	68335
101-301-749.00	VEHICLE REPAIRS	PRECISION COLLISION O	18-1 WINDSHIELD R&R	2610	12/20/18	440.00	68204
101-301-749.00	VEHICLE REPAIRS	NAPA AUTO SUPPLY, INC	13-1 HEADLIGHT BULBS	5366-425732	01/03/19	19.08	68321

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
<b>Fund 101 GENERAL FUND</b>							
<b>Dept 301 SHERIFF</b>							
101-301-752.10	DRY CLEANERS	ROBBIE'S DRY CLEANERS	DRY CLINING	2505 12302018	01/03/19	19.15	68324
101-301-850.00	TELEPHONE	VERIZON WIRELESS	CELLULAR PHONES FOR DECEMBER 2018	9820236910	12/27/18	378.39	68292
101-301-850.00	TELEPHONE	TELNET WORLDWIDE		154632	01/03/19	576.86	68329
101-301-956.00	EMPLOYEE PHYSICALS	THE WALK IN CLINIC	PRE EMPHY PHYS WRIGHT	208230	12/27/18	52.00	68287
101-301-980.00	VEHICLE EQUIPMENT	AMAZON CAPITAL SERVIC	WIPERS-ROAD PATROL	1M64-PPCT-V66F	01/21/19	163.92	68234
101-301-980.00	VEHICLE EQUIPMENT	THRILBY AUTOMOTIVE -	17-1 WIPERS	324575	12/27/18	44.38	68288
			Total For Dept 301 SHERIFF			1,768.90	
<b>Dept 333 SECONDARY ROAD PATROL</b>							
101-333-725.00	FRINGE BENEFITS	BLUE CARE NETWORK	JANUARY 2019 BCN EMPLOYEE HEALTHCA	183410014888	12/20/18	997.09	68142
101-333-725.00	FRINGE BENEFITS	DEARBORN NATIONAL	STD/LTD, LIFE, AD & D FOR JANUARY	JANUARY 2019	12/20/18	37.66	68157
101-333-725.00	FRINGE BENEFITS	DEARBORN NATIONAL	STD/LTD, LIFE, AD & D FOR DECEMBER	DECEMBER 2018	12/20/18	37.66	68157
101-333-725.00	FRINGE BENEFITS	ADVANCED BENEFIT SOLU	DECEMBER 2018 VISION INSURANCE	DECEMBER 2018	12/27/18	25.46	68232
101-333-725.00	FRINGE BENEFITS	ADVANCED BENEFIT SOLU	COBRA, FLEX AND HRA FEES DECEMBER	DECEMBER 2018	12/27/18	22.90	68232
101-333-725.00	FRINGE BENEFITS	DELTA DENTAL PLAN OF	JANUARY 2019 EMPLOYEE DENTAL	JANUARY 2019	12/27/18	120.61	68247
			Total For Dept 333 SECONDARY ROAD PATROL			1,241.38	
<b>Dept 426 EMERGENCY MANAGEMENT</b>							
101-426-725.00	FRINGE BENEFITS	BLUE CROSS BLUE SHIEL	JANUARY 2019 BCBS PPO COVERAGE	007016437	12/20/18	211.47	68143
101-426-725.00	FRINGE BENEFITS	DEARBORN NATIONAL	STD/LTD, LIFE, AD & D FOR JANUARY	JANUARY 2019	12/20/18	39.34	68157
101-426-725.00	FRINGE BENEFITS	DEARBORN NATIONAL	STD/LTD, LIFE, AD & D FOR DECEMBER	DECEMBER 2018	12/20/18	39.34	68157
101-426-725.00	FRINGE BENEFITS	ADVANCED BENEFIT SOLU	DECEMBER 2018 VISION INSURANCE	DECEMBER 2018	12/27/18	9.83	68232
101-426-725.00	FRINGE BENEFITS	ADVANCED BENEFIT SOLU	COBRA, FLEX AND HRA FEES DECEMBER	DECEMBER 2018	12/27/18	18.40	68232
101-426-725.00	FRINGE BENEFITS	DELTA DENTAL PLAN OF	JANUARY 2019 EMPLOYEE DENTAL	JANUARY 2019	12/27/18	36.87	68247
101-426-727.00	OFFICE SUPPLIES	VISA-FRANK POST	VISA BILL ENDING 12-16-18	ENDING 12-16-18	12/20/18	61.95	68227
101-426-850.00	TELEPHONE	VERIZON WIRELESS	CELLULAR PHONES FOR DECEMBER 2018	9820236908	12/27/18	65.30	68291
101-426-860.00	TRAVEL	POST, FRANK	MILEAGE FOR THE PERIOD OF 12/2/18	MILEAGE ENDING 1	12/20/18	153.15	68203
101-426-961.00	TRAINING & SCHOOLS	VISA-FRANK POST	VISA BILL ENDING 12-16-18	ENDING 12-16-18	12/20/18	553.53	68227
			Total For Dept 426 EMERGENCY MANAGEMENT			1,189.18	
<b>Dept 648 MEDICAL EXAMINER</b>							
101-648-800.00	CONTRACTED SERVICES	MANISTEE COUNTY - ADM	NOVEMBER 2018 SHARED SERVICES	NOVEMBER 2018	12/20/18	1,922.82	68189
101-648-835.00	LAB FEES	NMS LABS	LABS FORENSIC ANALYSIS OF TOXICOLO	1070929	12/20/18	1,374.00	68196
101-648-861.00	BURIAL TRANSITS	JOWETT, GAYLORD	TRANSPORT/SPACE FEES FOR NOVEMBER	NOVEMBER 2018	12/20/18	1,800.00	68180
101-648-970.00	EQUIPMENT- MEDICAL EXAMI	MANISTEE COUNTY - ADM	NOVEMBER 2018 SHARED SERVICES	NOVEMBER 2018	12/20/18	27.10	68189
			Total For Dept 648 MEDICAL EXAMINER			5,123.92	
<b>Dept 670 DHHS BOARD</b>							
101-670-721.00	PER DIEM - DHS BOARD	ANN LOVELESS	DEPT OF HEALTH AND HUMAN SERVICES	12/18/18	12/27/18	35.00	68236
101-670-721.00	PER DIEM - DHS BOARD	HARRISON, SCOTT	DEPT OF HEALTH AND HUMAN SERVICES	11/27 & 12/18	12/27/18	70.00	68260
			Total For Dept 670 DHHS BOARD			105.00	
<b>Dept 721 PLANNING DEPARTMENT</b>							
101-721-721.00	PER DIEM - PLANNING COMM	BEALE, CHARLES	PLANNING COMMISSION MEETING 12/13/	12/13/18	12/27/18	35.00	68237
101-721-721.00	PER DIEM - PLANNING COMM	CLARK, JAMES	PLANNING COMMISSION MEETING 12/13/	12/13/18	12/27/18	35.00	68241
101-721-721.00	PER DIEM - PLANNING COMM	DUNHAM-THAYER, IRENE	PLANNING COMMISSION MEETING 12/13/	12/13/18	12/27/18	35.00	68254
101-721-721.00	PER DIEM - PLANNING COMM	EDWARDS, VINCE	PLANNING COMMISSION MEETING 12/13/	12/13/18	12/27/18	35.00	68256
101-721-721.00	PER DIEM - PLANNING COMM	EVANS, BETSY	PLANNING COMMISSION MEETING 12/13/	12/13/18	12/27/18	35.00	68257
101-721-721.00	PER DIEM - PLANNING COMM	NAULTY, ROSEMARY	RECORDING SECRETARY PLANNING COMM	RECORDING	12/27/18	75.00	68274
101-721-721.00	PER DIEM - PLANNING COMM	ROCH VON ROCHEBURG, W	PLANNING COMMISSION MEETING 12/13/	12/13/18	12/27/18	35.00	68282
101-721-721.00	PER DIEM - PLANNING COMM	WRIGHT, GREGORY	PLANNING COMMISSION MEETING 12/13/	12/13/18	12/27/18	35.00	68296
101-721-860.00	TRAVEL	BEALE, CHARLES	PLANNING COMMISSION MEETING 12/13/	MILEAGE	12/27/18	8.18	68237
101-721-860.00	TRAVEL	CLARK, JAMES	PLANNING COMMISSION MEETING 12/13/	MILEAGE	12/27/18	13.63	68241

GL Nbr	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 721 PLANNING DEPARTMENT							
101-721-860.00	TRAVEL	DUNHAM-THAYER, IRENE	PLANNING COMMISSION MEETING 12/13/18	MILEAGE	12/27/18	10.90	68254
101-721-860.00	TRAVEL	EDWARDS, VINCE	PLANNING COMMISSION MEETING 12/13/18	MILEAGE	12/27/18	10.90	68256
101-721-860.00	TRAVEL	EVANS, BETSY	PLANNING COMMISSION MEETING 12/13/18	MILEAGE	12/27/18	7.09	68257
101-721-860.00	TRAVEL	NAULTY, ROSEMARY	PLANNING COMMISSION MEETING 12/13/18	MILEAGE	12/27/18	6.54	68274
101-721-860.00	TRAVEL	ROCH VON ROCHSBURG, W	PLANNING COMMISSION MEETING 12/13/18	MILEAGE	12/27/18	8.72	68282
101-721-860.00	TRAVEL	WRIGHT, GREGORY	PLANNING COMMISSION MEETING 12/13/18	MILEAGE	12/27/18	8.18	68296
Total For Dept 721 PLANNING DEPARTMENT 394.14							
Dept 751 PARKS & RECREATION DEPARTMENT							
101-751-721.00	PER DIEM	DEMITROFF, CATHY	PER DIEM FOR PARKS & REC MEETING 11/19/18	PER DIEM	12/27/18	35.00	68248
101-751-721.00	PER DIEM	DUPERRON, SEAN	PER DIEM FOR PARKS & REC MEETING 11/19/18	PER DIEM	12/27/18	35.00	68255
101-751-721.00	PER DIEM	DUPERRON, SEAN	PARK & REC MEETING 11/19/18	PER DIEM	12/27/18	35.00	68255
101-751-721.00	PER DIEM	HOOGTERP, EDWARD	PARKS & REC MEETING 11/19/18	PER DIEM	12/27/18	35.00	68262
101-751-721.00	PER DIEM	HOOGTERP, EDWARD	PER DIEM FOR PARKS & REC MEETING 11/19/18	PER DIEM	12/27/18	35.00	68262
101-751-721.00	PER DIEM	MCPHERSON, JEANNE KAY	PER DIEM FOR PARKS & REC MEETING 11/19/18	PER DIEM	12/27/18	75.00	68270
101-751-721.00	PER DIEM	MICK, TED	PARKS & REC MEETING 11/19/18	PER DIEM	12/27/18	35.00	68272
101-751-721.00	PER DIEM	MICK, TED	PER DIEM FOR PARKS & REC MEETING 11/19/18	PER DIEM	12/27/18	35.00	68277
101-751-721.00	PER DIEM	PEACOCK, TAD	PER DIEM FOR PARKS & REC MEETING 11/19/18	PER DIEM	12/27/18	35.00	68277
101-751-721.00	PER DIEM	PEACOCK, TAD	PARKS & REC MEETING 11/19/18	PER DIEM	12/27/18	35.00	68277
101-751-721.00	PER DIEM	PEARSALL-GROENWALD, M	PARKS & REC MEETING 11/19/18	PER DIEM	12/27/18	35.00	68278
101-751-721.00	PER DIEM	PEARSALL-GROENWALD, M	PER DIEM FOR PARKS & REC MEETING 11/19/18	PER DIEM	12/27/18	35.00	68278
101-751-721.00	PER DIEM	ROCH VON ROCHSBURG, W	PARKS & REC MEETING 11/19/18	PER DIEM	12/27/18	35.00	68279
101-751-721.00	PER DIEM	ROCH VON ROCHSBURG, W	PER DIEM FOR PARKS & REC MEETING 11/19/18	PER DIEM	12/27/18	35.00	68282
101-751-721.00	PER DIEM	SKURDALL, BARBARA	PARKS & REC MEETING 11/19/18	PER DIEM	12/27/18	35.00	68282
101-751-721.00	PER DIEM	SKURDALL, BARBARA	PER DIEM FOR PARKS & REC MEETING 11/19/18	PER DIEM	12/27/18	35.00	68284
101-751-721.00	PER DIEM	SKURDALL, BARBARA	PARKS & REC MEETING 11/19/18	PER DIEM	12/27/18	35.00	68284
101-751-721.00	PER DIEM	ZENKER, SUSAN K.	PER DIEM FOR PARKS & REC MEETING 11/19/18	PER DIEM	12/27/18	35.00	68298
101-751-804.00	RECORDING SERVICES	MCPHERSON, JEANNE KAY	PARKS & REC MEETING 11/19/18	PER DIEM	12/27/18	75.00	68270
101-751-860.00	TRAVEL	DEMITROFF, CATHY	MILEAGE FOR PARKS & REC MEETING 12/18/18	MILEAGE	12/27/18	5.45	68248
101-751-860.00	TRAVEL	DUPERRON, SEAN	MILEAGE FOR PARKS & REC MEETING 12/18/18	MILEAGE	12/27/18	9.27	68255
101-751-860.00	TRAVEL	DUPERRON, SEAN	PARKS & REC MEETING 11/19/18	MILEAGE	12/27/18	9.27	68255
101-751-860.00	TRAVEL	HOOGTERP, EDWARD	PARKS & REC MEETING 11/19/18	MILEAGE	12/27/18	1.64	68262
101-751-860.00	TRAVEL	HOOGTERP, EDWARD	MILEAGE FOR PARKS & REC MEETING 11/19/18	MILEAGE	12/27/18	1.64	68262
101-751-860.00	TRAVEL	MCPHERSON, JEANNE KAY	PARKS & REC MEETING 11/19/18	MILEAGE	12/27/18	6.54	68270
101-751-860.00	TRAVEL	MCPHERSON, JEANNE KAY	PER DIEM FOR PARKS & REC MEETING 11/19/18	MILEAGE	12/27/18	6.54	68270
101-751-860.00	TRAVEL	MICK, TED	PARKS & REC MEETING 11/19/18	MILEAGE	12/27/18	7.63	68272
101-751-860.00	TRAVEL	MICK, TED	MILEAGE FOR PARKS & REC MEETING 12/18/18	MILEAGE	12/27/18	7.63	68272
101-751-860.00	TRAVEL	PEACOCK, TAD	MILEAGE FOR PARKS & REC MEETING 12/18/18	MILEAGE	12/27/18	2.18	68277
101-751-860.00	TRAVEL	PEACOCK, TAD	PARKS & REC MEETING 11/19/18	MILEAGE	12/27/18	2.18	68277
101-751-860.00	TRAVEL	PEARSALL-GROENWALD, M	PARKS & REC MEETING 11/19/18	MILEAGE	12/27/18	8.18	68278
101-751-860.00	TRAVEL	PEARSALL-GROENWALD, M	PER DIEM FOR PARKS & REC MEETING 11/19/18	MILEAGE	12/27/18	8.18	68279
101-751-860.00	TRAVEL	ROCH VON ROCHSBURG, W	PARKS & REC MEETING 11/19/18	MILEAGE	12/27/18	8.72	68282
101-751-860.00	TRAVEL	ROCH VON ROCHSBURG, W	PER DIEM FOR PARKS & REC MEETING 11/19/18	MILEAGE	12/27/18	8.72	68282
101-751-860.00	TRAVEL	SKURDALL, BARBARA	MILEAGE FOR PARKS & REC MEETING 12/18/18	MILEAGE	12/27/18	0.55	68284
101-751-860.00	TRAVEL	SKURDALL, BARBARA	PARKS & REC MEETING 11/19/18	MILEAGE	12/27/18	0.55	68284
101-751-860.00	TRAVEL	ZENKER, SUSAN K.	MILEAGE FOR PARKS & REC MEETING 12/18/18	MILEAGE	12/27/18	5.45	68298
Total For Dept 751 PARKS & RECREATION DEPARTMENT 810.32							
Dept 851 INSURANCE & BONDS							
101-851-725.06	LIFE INSURANCE	DEARBORN NATIONAL	STD/LTD, LIFE, AD & D FOR JANUARY 2019	JANUARY 2019	12/20/18	203.37	68157
101-851-725.06	LIFE INSURANCE	DEARBORN NATIONAL	STD/LTD, LIFE, AD & D FOR DECEMBER 2018	DECEMBER 2018	12/20/18	211.87	68157
101-851-828.00	INSURANCE & BONDS	LIBERTY MUTUAL INSURA	2018 WINTER SEASON TAX COLLECTOR B	121818	01/03/19	2,283.00	68317
101-851-828.30	INSURANCE CLAIMS	FRIENDS OF POINT BETS	INSURANCE REIMBURSEMENT FOR ELECTR	MRRMA CK	01/03/19	7,303.80	68311

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
<b>Fund 101 GENERAL FUND</b>							
<b>Dept 851 INSURANCE &amp; BONDS</b>							
Total For Dept 851 INSURANCE & BONDS							
Dept 852 MEDICAL INSURANCE						10,002.04	
101-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	JANUARY 2019 BCN EMPLOYEE HEALTHCA	183410014888	12/20/18	30,782.09	68142
101-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CROSS BLUE SHIEL	JANUARY 2019 BCBS PPO COVERAGE	007016437	12/20/18	507.54	68143
101-852-717.00	MEDICAL/DENTAL/VISION IN	ADVANCED BENEFIT SOLU	DECEMBER 2018 VISION INSURANCE	DECEMBER 2018	12/27/18	848.25	68232
101-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	JANUARY 2019 EMPLOYEE DENTAL	JANUARY 2019	12/27/18	3,791.48	68247
101-852-717.01	MEDICAL INSURANCE TO MAN	MANISTEE COUNTY - ADM	NOVEMBER 2018 SHARED SERVICES	NOVEMBER 2018	12/20/18	1,401.93	68189
101-852-718.00	SHORT/LONG TERM DISABILL	DEARBORN NATIONAL	STD/LTD, LIFE, AD & D FOR JANUARY	JANUARY 2019	12/20/18	1,190.10	68157
101-852-718.00	SHORT/LONG TERM DISABILL	DEARBORN NATIONAL	STD/LTD, LIFE, AD & D FOR DECEMBER	DECEMBER 2018	12/20/18	1,234.88	68157
101-852-725.02	MI CLAIMS TAX ASSESSMENT	DELTA DENTAL PLAN OF	JANUARY 2019 EMPLOYEE DENTAL	JANUARY 2019	12/27/18	0.30	68247
101-852-800.00	CONTRACTED SERVICES - CA	ADVANCED BENEFIT SOLU	COBRA, FLEX AND HRA FEES DECEMBER	DECEMBER 2018	12/27/18	1,015.35	68232
101-852-874.00	MEDICAL INSURANCE - RET	ADVANCED BENEFIT SOLU	DECEMBER 2018 VISION INSURANCE	DECEMBER 2018	12/27/18	33.87	68232
101-852-874.00	MEDICAL INSURANCE - RET	DELTA DENTAL PLAN OF	JANUARY 2019 EMPLOYEE DENTAL	JANUARY 2019	12/27/18	145.06	68247
Total For Dept 852 MEDICAL INSURANCE						40,950.85	
Total For Fund 101 GENERAL FUND						140,347.74	
<b>Fund 205 TNT OFFICER MILLAGE FUND</b>							
<b>Dept 000</b>							
205-000-725.00	FRINGE BENEFITS	BLUE CARE NETWORK	JANUARY 2019 BCN EMPLOYEE HEALTHCA	183410014888	12/20/18	997.09	68142
205-000-725.00	FRINGE BENEFITS	DEARBORN NATIONAL	STD/LTD, LIFE, AD & D FOR JANUARY	JANUARY 2019	12/20/18	39.18	68157
205-000-725.00	FRINGE BENEFITS	DEARBORN NATIONAL	STD/LTD, LIFE, AD & D FOR DECEMBER	DECEMBER 2018	12/20/18	39.18	68157
205-000-725.00	FRINGE BENEFITS	ADVANCED BENEFIT SOLU	DECEMBER 2018 VISION INSURANCE	DECEMBER 2018	12/27/18	25.46	68232
205-000-725.00	FRINGE BENEFITS	ADVANCED BENEFIT SOLU	COBRA, FLEX AND HRA FEES DECEMBER	DECEMBER 2018	12/27/18	22.90	68232
205-000-840.00	INTELL/INVESTIGATIONS	DELTA DENTAL PLAN OF	JANUARY 2019 EMPLOYEE DENTAL	DECEMBER 2018	12/27/18	120.61	68247
205-000-840.00	INTELL/INVESTIGATIONS	TRANSUNION RISK & ALT	INTEL	DEC 2018	01/07/18	210.00	68333
205-000-940.00	LEASED VEHICLE	WATSON BENZIE LLC	TNT VEHICLE/1C4SDJFT1KC631894	DODGE DURANGO	12/27/18	35,941.00	68295
Total For Dept 000						37,395.42	
Total For Fund 205 TNT OFFICER MILLAGE FUND						37,395.42	
<b>Fund 213 JAIL OPERATIONS FUND</b>							
<b>Dept 265 BUILDING &amp; GROUNDS</b>							
213-265-783.00	EQUIP. SERVICES & SUPPLI	KSS ENTERPRISES	PT/TP/KINX	1130041	12/20/18	215.73	68186
213-265-783.00	EQUIP. SERVICES & SUPPLI	KSS ENTERPRISES	FLR CLR, HNDL/DOODLE BUG, STR STRI	1130040	12/20/18	171.75	68186
213-265-783.00	EQUIP. SERVICES & SUPPLI	KSS ENTERPRISES	TE/PT/WIPES	1131316	12/20/18	262.94	68186
213-265-783.00	EQUIP. SERVICES & SUPPLI	NUGENT HARDWARE	FAST/HKS/WIRE CON/SPAKI/HNDL	12252018 1444	01/03/19	425.45	68322
213-265-850.00	TELEPHONE	CHARTER COMMUNICATION	DEC TV - INMATES	0010078121218	01/01/19	38.14	68145
213-265-923.00	FUEL - NATURAL GAS	DTE ENERGY	11/15 TO 12/17/2018 GAS	12172018	12/27/18	1,525.21	68250
213-265-924.00	ELECTRIC	CONSUMERS ENERGY	ELECTRC 11/9 TO 12/10/18	12/10/2018	12/20/18	4,095.19	68148
213-265-924.00	ELECTRIC	HURST MECHANICAL	ROOF TOP INSPECTN	12480	12/20/18	1,460.00	68174
Total For Dept 265 BUILDING & GROUNDS						8,194.41	
<b>Dept 351 JAIL - CORRECTIONS</b>							
213-351-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVIC	STOR BOXES - JAIL RECORDS	1KWM-HGCX-6RPJ	01/21/19	27.30	68234
213-351-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVIC	JAIL OFFICE SUPPLIES	13JW-7NML-LJ7R	01/03/19	51.54	68300
213-351-742.00	KITCHEN SUPPLIES	BLAENIK'S WELDING INC	KITCH CART REPAIR	201851	12/27/18	94.00	68239
213-351-752.10	DRY CLEANERS	ROBBIE'S DRY CLEANERS	DRY CLEANING	2505 12302018	01/03/19	452.00	68324
213-351-834.00	PRISONER MEDICAL - BENZI	ADVANCED CORRECTIONAL	HSKPING SUPPLIES.	81539	01/17/19	3.81	68128
213-351-834.00	PRISONER MEDICAL - BENZI	ADVANCED CORRECTIONAL	FEB 19 MED SERVICES	81648	01/03/19	8,261.05	68299
213-351-855.00	RADIO EQUIPMENT	GRAND TRAVERSE MOBILE	JAIL RADIO REPAIR	51206	01/03/19	171.40	68312
213-351-940.20	EQUIPMENT LEASE - COPIER	TEAM FINANCIAL GROUP,	JAN 19 DB/JAIL/SHER COPIER LEASE	00001780 JAN 19	01/03/19	461.25	68328
213-351-961.04	PRISONERS SCHOOLING	HEITMAN, BARBARA	SCHOOLING	12192018	12/20/18	240.00	68169

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 213 JAIL OPERATIONS FUND							
Dept 351 JAIL - CORRECTIONS							
Total For Dept 351 JAIL - CORRECTIONS						9,762.35	
Dept 851 INSURANCE & BONDS							
213-851-725.06	LIFE INSURANCE	DEARBORN NATIONAL	STD/LTD, LIFE, AD & D FOR JANUARY	JANUARY 2019	12/20/18	68.00	68157
213-851-725.06	LIFE INSURANCE	DEARBORN NATIONAL	STD/LTD, LIFE, AD & D FOR DECEMBER	DECEMBER 2018	12/20/18	68.00	68157
Total For Dept 851 INSURANCE & BONDS						136.00	
Dept 852 MEDICAL INSURANCE							
213-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	JANUARY 2019 BCN EMPLOYEE HEALTHCA	183410014888	12/20/18	8,574.96	68142
213-852-717.00	MEDICAL/DENTAL/VISION IN	ADVANCED BENEFIT SOLU	DECEMBER 2018 VISION INSURANCE	DECEMBER 2018	12/27/18	210.67	68232
213-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	JANUARY 2019 EMPLOYER DENTAL	JANUARY 2019	12/27/18	976.91	68247
213-852-718.00	SHORT/LONG TERM DISABILL	DEARBORN NATIONAL	STD/LTD, LIFE, AD & D FOR JANUARY	JANUARY 2019	12/20/18	520.93	68157
213-852-718.00	SHORT/LONG TERM DISABILL	DEARBORN NATIONAL	STD/LTD, LIFE, AD & D FOR DECEMBER	DECEMBER 2018	12/20/18	528.89	68157
213-852-800.00	CONTRACTED SERVICES - CA	ADVANCED BENEFIT SOLU	COBRA, FLEX AND HRA FEES DECEMBER	DECEMBER 2018	12/27/18	224.90	68232
Total For Dept 852 MEDICAL INSURANCE						11,037.26	
Fund 214 EMERGENCY MEDICAL SERVICES (EMS) FUND							
Dept 265 BUILDING & GROUNDS							
214-265-850.01	INTERNET SERVICE	DIRECT TV	CABLE	35569506703	12/27/18	153.64	68249
214-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELLULAR PHONES FOR T. KING/R. RAN	9820236909	12/27/18	55.38	68290
214-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELLULAR PHONES FOR DECEMBER 2018	9820236908	12/27/18	20.04	68291
214-265-923.00	FUEL - PROPANE GAS	DTE ENERGY	NATURAL GAS FOR STATION 2	920005954614	12/20/18	319.29	68159
214-265-923.00	FUEL - PROPANE GAS	DTE ENERGY	225 PARK AVE. NATURAL GAS NOV 2018	910020929022	12/27/18	131.07	68251
214-265-923.00	FUEL - PROPANE GAS	DTE ENERGY	227 PINE LANE, NATURAL GAS FOR NOV	910020931077	12/27/18	171.60	68253
214-265-924.00	ELECTRIC	CONSUMERS ENERGY	STATION 3 ELECTRIC 227 PINE LANE	100013543937	12/20/18	174.95	68149
214-265-970.00	EQUIPMENT & REPAIR	MOORE MECHANICAL	ST 2 GARAGE FURNACE REPAIR	60090	12/27/18	440.00	68273
Total For Dept 265 BUILDING & GROUNDS						1,465.97	
Dept 655 ADVANCED LIFE SUPPORT (ALS)							
214-655-721.00	PER DIEM	DAGNEAU-BATES, MARTHA	EMS ADVISORY MEETING 12/18/18	PER DIEM	12/27/18	35.00	68245
214-655-721.00	PER DIEM	FRANKE, JIM	PER DIEM FOR EMS ADVISORY MEETING	PER DIEM	12/27/18	35.00	68258
214-655-721.00	PER DIEM	JOWETT, GAYLORD	PER DIEM FOR EMS ADVISORY MEETING	PER DIEM	12/27/18	35.00	68265
214-655-721.00	PER DIEM	MARKEY, TIM	EMS ADVISORY MEETING 12/18/18	PER DIEM	12/27/18	35.00	68268
214-655-727.00	OFFICE SUPPLIES	NETLINK BUSINESS SOLU	MAINTENANCE AGREEMENT AND USE	137610	12/27/18	911.75	68275
214-655-735.10	MEDICAL SUPPLIES - GAS	AIRGAS	LARGE O2 CYL	9957627437	12/27/18	22.20	68233
214-655-735.10	MEDICAL SUPPLIES - GAS	AIRGAS	O2 CYLINDERS	9957627436	12/27/18	22.20	68233
214-655-735.10	MEDICAL SUPPLIES - GAS	PURITY CYLINDER GASSE	O2 BOTTLES	76127	12/27/18	234.22	68280
214-655-748.00	GAS, OIL & GREASE	SHELL FLEET PLUS	EMS GAS FOR NOVEMBER 2018	079423216	12/27/18	191.23	68283
214-655-748.00	GAS, OIL & GREASE	XPRESS LUBE	A32 OIL CHANGE	37848	12/27/18	89.90	68297
214-655-748.00	GAS, OIL & GREASE	XPRESS LUBE	WIPERS FOR A32	39054	12/27/18	32.66	68297
214-655-751.00	UNIFORMS	TELE-RAD, INC.	UNIFORMS	889439	12/27/18	227.96	68286
214-655-860.00	TRAVEL	DAGNEAU-BATES, MARTHA	EMS ADVISORY MEETING 12/18/18	MILEAGE	12/27/18	18.86	68245
214-655-860.00	TRAVEL	FRANKE, JIM	EMS ADVISORY MEETING 12/18/18	MILEAGE	12/27/18	5.45	68258
214-655-860.00	TRAVEL	MARKEY, TIM	EMS ADVISORY MEETING 12/18/18	MILEAGE	12/27/18	10.90	68268
214-655-860.00	TRAVEL	FARRISH, CHRIS	EMS ADVISORY MEETING 12/18/18	MILEAGE	12/27/18	15.26	68276
Total For Dept 655 ADVANCED LIFE SUPPORT (ALS)						1,922.59	
Dept 851 INSURANCE & BONDS							
214-851-725.06	LIFE INSURANCE	DEARBORN NATIONAL	STD/LTD, LIFE, AD & D FOR JANUARY	JANUARY 2019	12/20/18	59.50	68157
214-851-725.06	LIFE INSURANCE	DEARBORN NATIONAL	STD/LTD, LIFE, AD & D FOR DECEMBER	DECEMBER 2018	12/20/18	59.50	68157
Total For Dept 851 INSURANCE & BONDS						119.00	



GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 214	EMERGENCY MEDICAL SERVICES (EMS) FUND						
Dept 852	MEDICAL INSURANCE						
214-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	JANUARY 2019 BCN EMPLOYEE HEALTHCA	183410014888	12/20/18	7,635.59	68142
214-852-717.00	MEDICAL/DENTAL/VISION IN	ADVANCED BENEFIT SOLU	DECEMBER 2018 VISION INSURANCE	DECEMBER 2018	12/27/18	243.47	68232
214-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	JANUARY 2019 EMPLOYEE DENTAL	JANUARY 2019	12/27/18	1,395.22	68247
214-852-718.00	SHORT/LONG TERM DISABILL	DEARBORN NATIONAL	STD/LTD, LIFE, AD & D FOR JANUARY	JANUARY 2019	12/20/18	409.26	68157
214-852-718.00	SHORT/LONG TERM DISABILL	DEARBORN NATIONAL	STD/LTD, LIFE, AD & D FOR DECEMBER	DECEMBER 2018	12/20/18	409.26	68157
214-852-800.00	CONTRACTED SERVICES - CA	ADVANCED BENEFIT SOLU	COBRA, FLEX AND HRA FEES DECEMBER	DECEMBER 2018	12/27/18	263.20	68232
			Total For Dept 852 MEDICAL INSURANCE			10,356.00	
Fund 217	SNOWMOBILE PATROL FUND						
Dept 332	SNOWMOBILE LAW ENFORCEMENT						
217-332-749.00	VEHICLE REPAIRS	THRILBY AUTOMOTIVE -	SNWMBL TRLR REPAIR	321858	12/20/18	57.45	68223
			Total For Dept 332 SNOWMOBILE LAW ENFORCEMENT			57.45	
Fund 228	SOLID WASTE/RECYCLING FUND						
Dept 000							
228-000-850.00	TELEPHONE	VERIZON WIRELESS	CELLULAR PHONES FOR DECEMBER 2018	9820236908	12/27/18	65.30	68291
228-000-941.00	CONTAINER LEASE/PURCHASE	XPRT FULFILLMENT	FINAL PAYMENT BIN STORAGE	12192018	12/20/18	50.00	68230
			Total For Dept 000			115.30	
Dept 851	INSURANCE & BONDS						
228-851-725.06	LIFE INSURANCE	DEARBORN NATIONAL	STD/LTD, LIFE, AD & D FOR JANUARY	JANUARY 2019	12/20/18	4.25	68157
228-851-725.06	LIFE INSURANCE	DEARBORN NATIONAL	STD/LTD, LIFE, AD & D FOR DECEMBER	DECEMBER 2018	12/20/18	4.25	68157
			Total For Dept 851 INSURANCE & BONDS			8.50	
Dept 852	MEDICAL INSURANCE						
228-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	JANUARY 2019 BCN EMPLOYEE HEALTHCA	183410014888	12/20/18	332.36	68142
228-852-717.00	MEDICAL/DENTAL/VISION IN	ADVANCED BENEFIT SOLU	DECEMBER 2018 VISION INSURANCE	DECEMBER 2018	12/27/18	9.83	68232
228-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	JANUARY 2019 EMPLOYEE DENTAL	JANUARY 2019	12/27/18	36.87	68247
228-852-718.00	SHORT/LONG TERM DISABILL	DEARBORN NATIONAL	STD/LTD, LIFE, AD & D FOR JANUARY	JANUARY 2019	12/20/18	29.62	68157
228-852-718.00	SHORT/LONG TERM DISABILL	DEARBORN NATIONAL	STD/LTD, LIFE, AD & D FOR DECEMBER	DECEMBER 2018	12/20/18	29.62	68157
228-852-800.00	CONTRACTED SRVS - CADILL	ADVANCED BENEFIT SOLU	COBRA, FLEX AND HRA FEES DECEMBER	DECEMBER 2018	12/27/18	22.90	68232
			Total For Dept 852 MEDICAL INSURANCE			461.20	
Fund 245	REMONUMENTATION/SURVEY GRANT FUND						
Dept 000							
245-000-800.00	CONTRACTED SERVICES	CRYSTAL SURVEYING	CONTRACTED SERVICES 2018 REMONUMEN	REMON20182	12/27/18	24,300.00	68243
245-000-800.00	CONTRACTED SERVICES	CRYSTAL SURVEYING	ADMIN PAPERWORK /BACKING UP FILES	REMON18	12/27/18	2,540.00	68243
245-000-815.30	ADMINISTRATION FEES	CRYSTAL SURVEYING	PROFESSIONAL SERVICES 2018 REMON	REMON 2018	12/27/18	3,480.00	68243
245-000-957.00	MISCELLANEOUS	CRYSTAL SURVEYING	PROFESSIONAL SERVICES 2018 REMON	REMON 2018	12/27/18	50.00	68243
245-000-957.00	MISCELLANEOUS	CRYSTAL SURVEYING	CONTRACTED SERVICES 2018 REMONUMEN	REMON20182	12/27/18	540.00	68243
			Total For Dept 000			30,910.00	
			Total For Fund 245 REMONUMENTATION/SURVEY GRANT			30,910.00	
Fund 247	ANIMAL CONTROL FUND						
Dept 265	BUILDING & GROUNDS						
247-265-782.00	MAINTENANCE SUPPLIES	NUGENT ACE HARDWARD	SUPPLIES FOR LOBBY	155724	12/20/18	48.75	68197
247-265-782.00	MAINTENANCE SUPPLIES	THRILBY AUTOMOTIVE	BATTERY TENDER FOR TRUCKS	67354	12/20/18	34.85	68222

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 247 ANIMAL CONTROL FUND							
Dept 265 BUILDING & GROUNDS							
247-265-833.00	CELLULAR PHONES	VERIZON WIRELESS	CELLULAR PHONES FOR DECEMBER 2018	9820236908	12/27/18	88.82	68291
247-265-924.00	ELECTRIC & HEATING	CONSUMERS ENERGY	ELECTRIC 10/13-11/12 AND 11/13-121	100005868649	12/20/18	(178.75)	68150
247-265-935.00	BUILDING REPAIRS	COOLED, INC.	50% DEPOSIT FOR LIGHTING RETROFIT/	2017-6848	12/20/18	1,536.00	68151
247-265-935.00	BUILDING REPAIRS	KOLE ROSA	DESK ELECTRIC	150	12/20/18	150.00	68184
247-265-935.00	BUILDING REPAIRS	KREECE ENTERPRISES	COUNTER FOR LOBBY AREA	20041	12/20/18	2,100.00	68185
			Total For Dept 265 BUILDING & GROUNDS			3,779.67	
Dept 430 ANIMAL CONTROL							
247-430-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	FUEL FOR NOV	1131	12/20/18	361.31	68137
247-430-900.00	PRINTING & PUBLISHING	NETLINK BUSINESS SOLU	PRINTER FOR SHELTER	137546	12/20/18	1,742.00	68195
247-430-945.20	DISPOSALS & BURIALS	AMERICAN WASTE	TRASH BILL FOR DEC	2768037	12/20/18	16.00	68132
247-430-963.00	COMPUTER SUPPORT	I.T. RIGHT	TWO COMPUTER FOR SHELTER	20157829	12/20/18	2,080.00	68175
			Total For Dept 430 ANIMAL CONTROL			4,199.31	
Dept 851 INSURANCE & BONDS							
247-851-725.06	LIFE INSURANCE	DEARBORN NATIONAL	STD/LTD, LIFE, AD & D FOR JANUARY	JANUARY 2019	12/20/18	8.50	68157
247-851-725.06	LIFE INSURANCE	DEARBORN NATIONAL	STD/LTD, LIFE, AD & D FOR DECEMBER	DECEMBER 2018	12/20/18	8.50	68157
			Total For Dept 851 INSURANCE & BONDS			17.00	
Dept 852 MEDICAL INSURANCE							
247-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	JANUARY 2019 RCN EMPLOYEE HEALTHCA	183410014888	12/20/18	997.09	68142
247-852-717.00	MEDICAL/DENTAL/VISION IN	ADVANCED BENEFIT SOLU	DECEMBER 2018 VISION INSURANCE	DECEMBER 2018	12/27/18	25.46	68232
247-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	JANUARY 2019 EMPLOYEE DENTAL	JANUARY 2019	12/27/18	120.61	68247
247-852-718.00	SHORT/LONG TERM DISABILI	DEARBORN NATIONAL	STD/LTD, LIFE, AD & D FOR JANUARY	JANUARY 2019	12/20/18	53.35	68157
247-852-718.00	SHORT/LONG TERM DISABILI	DEARBORN NATIONAL	STD/LFD, LIFE, AD & D FOR DECEMBER	DECEMBER 2018	12/20/18	53.35	68157
247-852-800.00	CONTRACTED SERVICES - CA	ADVANCED BENEFIT SOLU	COBRA, FLEX AND HRA FEES DECEMBER	DECEMBER 2018	12/27/18	18.40	68232
			Total For Dept 852 MEDICAL INSURANCE			1,268.26	
Fund 256 REG OF DEEDS AUTOMATION FUND							
Dept 000							
256-000-800.00	RECORD CONVERSIONS	FIDLAR TECHNOLOGIES I	BASTION 1ST QUARTER 2019 - DATA HO	0823108-IN	01/03/19	3,100.00	68310
			Total For Dept 000			3,100.00	
Fund 261 911 EMERGENCY SERVICE FUND							
Dept 325 DISPATCH/COMMUNICATION							
261-325-727.00	OFFICE SUPPLIES	VISA-RON BERNS	DECEMBER VISA STATEMENT	12162018	12/20/18	261.77	68228
261-325-830.00	911 MAINTENANCE CONTRACT	PENGUIN MANAGEMENT, I	ANNUAL SUPPORT	52420	12/20/18	2,148.00	68201
261-325-853.00	CELLULAR PHONES	VERIZON WIRELESS	NOVEMBER CELLULAR BILLING	9820208124	12/27/18	1,322.96	68293
261-325-855.00	RADIO MAINTENANCE/EQUIPM	GRAND TRAVERSE MOBILE	MODEM REPAIR	51054	12/20/18	85.00	68166
261-325-855.00	RADIO MAINTENANCE/EQUIPM	GRAND TRAVERSE MOBILE	CONSOLE UPDATES	51090	12/20/18	1,360.00	68166
261-325-955.10	DUES & REGISTRATIONS	APCO INTERNATIONAL	APCO DUES	12182018	12/20/18	92.00	68133
261-325-961.00	TRAINING & SCHOOLS	VISA-RON BERNS	DECEMBER VISA STATEMENT	12162018	12/20/18	107.10	68228
261-325-970.00	EQUIPMENT	GRAND TRAVERSE MOBILE	TWO MODEMS	50987	12/20/18	2,129.25	68166
			Total For Dept 325 DISPATCH/COMMUNICATION			7,506.08	
Dept 851 INSURANCE & BONDS							
261-851-725.06	LIFE INSURANCE	DEARBORN NATIONAL	STD/LTD, LIFE, AD & D FOR JANUARY	JANUARY 2019	12/20/18	34.00	68157
261-851-725.06	LIFE INSURANCE	DEARBORN NATIONAL	STD/LTD, LIFE, AD & D FOR DECEMBER	DECEMBER 2018	12/20/18	34.00	68157
			Total For Dept 851 INSURANCE & BONDS			68.00	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
<b>Fund 261 911 EMERGENCY SERVICE FUND</b>							
<b>Dept 852 MEDICAL INSURANCE</b>							
261-852-717.00	MEDICAL/DENTAL/VISION IN	BEUC CARE NETWORK	JANUARY 2019 BCN EMPLOYEE HEALTHCA	183410014888	12/20/18	3,257.14	68142
261-852-717.00	MEDICAL/DENTAL/VISION IN	ADVANCED BENEFIT SOLU	DECEMBER 2018 VISION INSURANCE	DECEMBER 2018	12/27/18	93.20	68232
261-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	JANUARY 2019 EMPLOYEE DENTAL	JANUARY 2019	12/27/18	326.99	68247
261-852-718.00	SHORT/LONG TERM DISABILI	DEARBORN NATIONAL	STD/LTD, LIFE, AD & D FOR JANUARY	JANUARY 2019	12/20/18	254.94	68157
261-852-718.00	SHORT/LONG TERM DISABILI	DEARBORN NATIONAL	STD/LTD, LIFE, AD & D FOR DECEMBER	DECEMBER 2018	12/20/18	254.94	68157
261-852-800.00	CONTRACTED SERVICES - CA	ADVANCED BENEFIT SOLU	CORRA, FLEX AND HRA FEES DECEMBER	DECEMBER 2018	12/27/18	142.30	68232
			Total For Dept 852 MEDICAL INSURANCE			4,329.51	
			Total For Fund 261 911 EMERGENCY SERVICE FUND			11,903.59	
<b>Fund 276 COMMISSION ON AGING MILLAGE FUND</b>							
<b>Dept 000</b>							
276-000-800.00	CONTRACTED SERVICES	BENZIE SENIOR RESOURC	CS RESEARCH & CONSULTING REIMBURSE	DECEMBER 2018	12/27/18	6,000.00	68238
			Total For Dept 000			6,000.00	
			Total For Fund 276 COMMISSION ON AGING MILLAGE F			6,000.00	
<b>Fund 292 CHLD CARE FUND</b>							
<b>Dept 000</b>							
292-000-704.02	SALARY - CASEWORKER	MANISTEE COUNTY - ADM	NOVEMBER 2018 SHARED SERVICES	NOVEMBER 2018	12/20/18	3,090.33	68189
292-000-725.00	FRINGE BENEFITS - JUVENI	MANISTEE COUNTY - ADM	NOVEMBER 2018 SHARED SERVICES	NOVEMBER 2018	12/20/18	2,082.31	68189
292-000-725.06	FRINGE BENEFITS - CASEWO	MANISTEE COUNTY - ADM	NOVEMBER 2018 SHARED SERVICES	NOVEMBER 2018	12/20/18	1,711.30	68189
292-000-840.50	F.C. PRIVATE - ROOM/BOAR	LISTENING EAR CRISIS	30 DAYS FOSTER CARE FOR J.H.	DEC 4	12/20/18	2,850.00	68188
292-000-840.70	INSTITUTIONAL ROOM & BOA	ST.VINCENT HOME	61 DAYS RES.CARE FOR CC	048426, 048316	12/20/18	20,121.46	68213
292-000-840.70	INSTITUTIONAL ROOM & BOA	GREAT LAKES RECOVERY	REHAB 6 DAYS B-RAMEY	JAN 2	01/03/19	1,650.00	68313
292-000-850.00	TELEPHONE	ROBINSON, KELLIE	REIMBURSEMENT	1/2/19	01/03/19	50.00	68325
292-000-860.00	TRAVEL/GAS CARDS	BENZIE TRANSPORTATION	BUS PASSES	2047	01/03/19	175.00	68302
292-000-860.00	TRAVEL/GAS CARDS	ROBINSON, KELLIE	REIMBURSEMENT	1/2/19	01/03/19	292.17	68325
292-000-862.00	MENTORING/TUTORING	COTE, PATRICIA	TUTORING AND INCENTIVE REIM	NOVEMBER	12/20/18	162.15	68152
292-000-862.00	MENTORING/TUTORING	COTE, PATRICIA	TUTORING	JAN	01/03/19	165.00	68306
292-000-862.01	INCENTIVES	BETSIE POINT LLC	FIREARM SAFETY CLASS	12/4/18	12/20/18	55.00	68140
292-000-862.01	INCENTIVES	COTE, PATRICIA	TUTORING AND INCENTIVE REIM	DEC 18	12/20/18	116.25	68152
292-000-862.01	INCENTIVES	ROBINSON, KELLIE	REIMBURSEMENT	1/2/19	01/03/19	57.00	68325
292-000-862.02	DRUG TESTING	FORENSIC FLUIDS LABOR	DRUG TESTING SUPPLIES	37495, 38024	12/20/18	352.00	68162
292-000-862.03	SUBSTANCE ABUSE COUNSELL	CATHOLIC HUMAN SERVIC	SUB ABUSE COUNSELLING	11/30	12/20/18	293.00	68144
			Total For Dept 000			33,222.97	
			Total For Fund 292 CHILD CARE FUND			33,222.97	
<b>Fund 293 VETERAN'S RELIEF FUND</b>							
<b>Dept 000</b>							
293-000-839.00	VETERANS BURIALS & MARKE	MARGARET FREDERICK	VETERANS BURIAL BENEFITS - LOYAL F	12/20/2018	12/27/18	300.00	68267
293-000-839.00	VETERANS BURIALS & MARKE	RICHARD C. JENSEN	VETERANS BURIAL BENEFITS - LEONA FR	12/20/2018	12/27/18	300.00	68281
293-000-839.10	VETERANS FINANCIAL AID	BLARNEY CASTLE OIL CO	CARRIS # 06-0203264	1056768	01/03/19	795.98	68303
			Total For Dept 000			1,395.98	
			Total For Fund 293 VETERAN'S RELIEF FUND			1,395.98	
<b>Fund 296 JUVENILE JUSTICE FUND</b>							
<b>Dept 000</b>							
296-000-975.00	MISC EXPENSE - WAGES	MANISTEE COUNTY - ADM	NOVEMBER 2018 SHARED SERVICES	NOVEMBER 2018	12/20/18	975.90	68189
296-000-975.01	MISC EXPENSE - BENEFITS	MANISTEE COUNTY - ADM	NOVEMBER 2018 SHARED SERVICES	NOVEMBER 2018	12/20/18	540.41	68189
			Total For Dept 000			1,516.31	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 296 JUVENILE JUSTICE FUND							
Total For Fund 296 JUVENILE JUSTICE FUND							
Fund 371	JAIL RESERVE FUND					1,516.31	
Dept 000							
371-000-970.00	CAPITAL OUTLAY - EQUIPME	ADVANCED SATELLITE CO	CAMERA R&R	45615	12/20/18	1,184.66	68129
371-000-970.00	CAPITAL OUTLAY - EQUIPME	BLAHNIK'S WELDING INC	WELD 2 SHOWER SEATS	201848	12/20/18	135.00	68141
371-000-970.00	CAPITAL OUTLAY - EQUIPME	CRYSTAL WATER WORKS	BLOW OUT IRRIGATION 10/2018	16946	12/20/18	80.00	68154
371-000-970.00	CAPITAL OUTLAY - EQUIPME	HURST MECHANICAL	INSPT MUFF MONSTR	S23715	12/20/18	299.82	68174
371-000-970.00	CAPITAL OUTLAY - EQUIPME	HURST MECHANICAL	MUFF MONSTR R&R	S24202	12/20/18	3,188.00	68174
371-000-970.00	CAPITAL OUTLAY - EQUIPME	JOHNSON CONTROLS FIRE	LOCK R&R D01 & SERV CALL	85317872	85322	5,301.00	68178
371-000-970.00	CAPITAL OUTLAY - EQUIPME	PLAMONDON SALES & SER	DW REPAIR - JAIL 30933	AF126696	12/20/18	667.74	68202
Total For Dept 000						10,856.22	
Total For Fund 371 JAIL RESERVE FUND						10,856.22	
Fund 412	MCF RENOVATIONS FUND						
Dept 000							
412-000-810.00	LEGAL FEES	HILGER HAMMOND	SERVICES THRU 11/30/18	16029	01/03/19	25,144.67	68314
Total For Dept 000						25,144.67	
Total For Fund 412 MCF RENOVATIONS FUND						25,144.67	
Fund 425	EQUIPMENT REPLACEMENT FUND						
Dept 426	EMERGENCY MANAGEMENT						
425-426-967.02	PROJECT EXPENSES - CERT	KELLEY'S CUSTOM TRAIL	DOWN PAYMENT ON CERT TRAILER OF \$3 DOWN PAYMENT		12/20/18	3,000.00	68183
Total For Dept 426 EMERGENCY MANAGEMENT						3,000.00	
Total For Fund 425 EQUIPMENT REPLACEMENT FUND						3,000.00	
Fund 532	TAX FORECLOSURE FUND						
Dept 253	COUNTY TREASURER						
532-253-730.00	POSTAGE	TITLE CHECK LLC	DEC CERTIFIED MAILING FOR 2016 TAX CM1812-08		01/03/19	3,463.97	68332
532-253-801.00	CONTRACTED SERVICES	TITLE CHECK LLC	1/12 FEE FOR FORFEITURE 2016 TAX C 1812-50		12/27/18	968.61	68289
Total For Dept 253 COUNTY TREASURER						4,432.58	
Total For Fund 532 TAX FORECLOSURE FUND						4,432.58	
Fund 535	CDBG HOUSING GRANT FUND						
Dept 000							
535-000-815.30	ADMINISTRATION FEES	BOWERS, JEAN	HOUSING PER DIEM 10 MEETING	12/26/2018	01/03/19	350.00	68304
535-000-815.30	ADMINISTRATION FEES	BOWERS, JEAN	HOUSING MILEAGE 10 MEETINGS	12/26/2018	01/03/19	49.05	68304
535-000-815.30	ADMINISTRATION FEES	CAROL DYE	HOUSING PER DIEM 7 MEETINGS	12/26/2018	01/03/19	245.00	68305
Total For Dept 000						644.05	
Total For Fund 535 CDBG HOUSING GRANT FUND						644.05	
Fund 569	BUILDING AUTHORITY						
Dept 000							
569-000-721.00	PER DIEM	JOHNSON, JEFF	PER DIEM FOR BUILDING AUTHORITY	122018	01/03/19	35.00	68316
569-000-727.00	OFFICE SUPPLIES	ERIC VANDUSSEN	REIMBURSEMENT FOR BA MILEAGE AND S	122618	01/03/19	59.10	68309
569-000-800.00	CONTRACTED SERVICES	MAY, SHARON	RECORDING SECRETARY 12/22/18	122218	01/03/19	75.00	68319
569-000-860.00	TRAVEL	ERIC VANDUSSEN	REIMBURSEMENT FOR BA MILEAGE AND S	122618	01/03/19	190.75	68309
569-000-860.00	TRAVEL	JOHNSON, JEFF	MILEAGE FOR 12/20/18	122018M	01/03/19	7.53	68316
569-000-860.00	TRAVEL	MAY, SHARON	MILEAGE FOR 12/20/18	122018M	01/03/19	5.23	68319
Total For Dept 000						372.61	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 569 BUILDING AUTHORITY							
Fund 701 GENERAL AGENCY FUND							
Dept 136 DISTRICT COURT							
701-136-214.01	DUE TO SHERIFF'S DEPT -	BENZIE COUNTY SHERIFF	OWI REIMBURSEMENT NOVEMBER 2018	12/11/2018	12/20/18	289.00	68138
701-136-228.20	DUE STATE - DNR JUDGE	STATE OF MICHIGAN	NOVEMBER 2018 FEE TRANSMITTAL	STDC11/2018	12/20/18	1,055.00	68216
701-136-228.30	DUE STATE - D. L. REINS	STATE OF MICHIGAN	NOVEMBER 2018 FEE TRANSMITTAL	STDC11/2018	12/20/18	150.00	68216
701-136-228.37	DUE STATE - CRIME VICTIM	STATE OF MICHIGAN	NOVEMBER 2018 FEE TRANSMITTAL	STDC11/2018	12/20/18	2,313.97	68216
701-136-228.42	DUE STATE - STATE COURT	STATE OF MICHIGAN	NOVEMBER 2018 FEE TRANSMITTAL	STDC11/2018	12/20/18	160.00	68216
701-136-228.56	DUE STATE - EFILING FEE	STATE OF MICHIGAN	NOVEMBER 2018 FEE TRANSMITTAL	STDC11/2018	12/20/18	495.00	68216
701-136-228.57	DUE STATE - STATE JURY	STATE OF MICHIGAN	NOVEMBER 2018 FEE TRANSMITTAL	STDC11/2018	12/20/18	160.00	68216
701-136-228.58	DUE STATE - CIVIL FILING	STATE OF MICHIGAN	NOVEMBER 2018 FEE TRANSMITTAL	STDC11/2018	12/20/18	1,904.00	68216
701-136-228.59	DUE STATE - JUSTICE SYST	STATE OF MICHIGAN	NOVEMBER 2018 FEE TRANSMITTAL	STDC11/2018	12/20/18	3,920.00	68216
701-136-265.00	CASH BONDS PAYABLE	19TH CIRCUIT COURT -	BOND TRANSFER: ESSEMAN / MAUE	DP114	12/20/18	2,250.00	68125
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	VARIOUS	12/12/2018	12/20/18	4,475.00	68126
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BOND APPLIED: CHAFFE/HOSKINS/SLADE	12/18/2018	12/20/18	2,000.00	68127
701-136-265.00	CASH BONDS PAYABLE	GONYON, ALISHA	BOND RETURN: FINCH	18-199-SM	12/20/18	135.00	68163
701-136-265.00	CASH BONDS PAYABLE	JONES, MICHAEL	BOND RETURN: PECK	18-139-SM	12/20/18	450.00	68179
701-136-265.00	CASH BONDS PAYABLE	SAMEL, ALYSSA	BOND RETURN: HENIGAN	DP116	12/20/18	900.00	68210
701-136-265.00	CASH BONDS PAYABLE	SPARKS, MATTHEW THOMA	BOND RETURN: SPARKS	18-387-SM	12/20/18	540.00	68212
701-136-265.00	CASH BONDS PAYABLE	STERZIK, BRANDY K	BOND RETURN: STERZIK	18-067-SM	12/20/18	100.00	68218
701-136-271.00	RESTITUTIONS PAYABLE	BENZIE COUNTY ANIMAL	RESTITUTION FROM COURTNEY SHAWNOSK	17-310-SM	12/20/18	3.50	68135
701-136-271.00	RESTITUTIONS PAYABLE	BENZIE COUNTY JAIL	RESTITUTION FROM ERNEST ELLIOTT	18-047-SM	12/20/18	10.00	68136
701-136-271.00	RESTITUTIONS PAYABLE	CRYSTAL MOUNTAIN	RESTITUTION FROM MICHAEL FREDERICK	18-437-FY	12/20/18	4,763.00	68153
701-136-271.00	RESTITUTIONS PAYABLE	HONOR COLLISION	RESTITUTION FROM JOSEPH THOMAS	18-210-ST	12/20/18	1,437.08	68170
701-136-271.00	RESTITUTIONS PAYABLE	LAVENDER, SALLY	RESTITUTION FROM JOSEPH THOMAS	18-344-SD	12/20/18	25.00	68187
701-136-271.00	RESTITUTIONS PAYABLE	ROBIN WHITNEY DVM LAK	RESTITUTION FROM COURTNEY SHAWNOSK	17-310-SM	12/20/18	3.50	68207
701-136-271.00	RESTITUTIONS PAYABLE	ROHN, MICHAEL	RESTITUTION FROM ADAM WALTON	08-175-FY	12/20/18	40.00	68208
701-136-271.00	RESTITUTIONS PAYABLE	STATE FARM INSURANCE	RESTITUTION FROM WILLIAM FORTINE	11-089-FD	12/20/18	20.00	68214
701-136-271.00	RESTITUTIONS PAYABLE	TIMBERLINE SHELL	RESTITUTION FROM ERICA PARKER	18-140-SM	12/20/18	183.98	68224
701-136-271.00	RESTITUTIONS PAYABLE	TIMBERLINE SHELL	RESTITUTION FROM ROBERT PECK	18-139-SM	12/20/18	22.99	68225
701-136-271.00	RESTITUTIONS PAYABLE	WILLIAMS, NEILAN	RESTITUTION FROM IVY JOSLIN	18-350-FY	12/20/18	50.00	68229
701-136-271.00	RESTITUTIONS PAYABLE	ZAVALA, LOTTIE	RESTITUTION FROM CRAIG HUMSTAD	17-139-SM	12/20/18	765.00	68231
701-136-272.00	RECOVERY COURT	BENZIE COUNTY SHERIFF	RECOVERY COURT DRUG TEST	SC4	12/20/18	8.60	68139
701-136-275.00	REFUNDS	BACON, CHRISTOPHER	REFUND FOR OVERPAYMENT	12/18/2018	12/20/18	8.10	68134
Total For Dept 136 DISTRICT COURT						28,637.72	
Dept 148 PROBATE COURT							
701-148-228.06	DUE STATE - SHARED FEES	STATE OF MICHIGAN	NOVEMBER 2018 FEE TRANSMITTAL	STPC11/2018	12/20/18	1,335.57	68215
701-148-228.42	DUE STATE - GENERAL FEES	STATE OF MICHIGAN	NOVEMBER 2018 FEE TRANSMITTAL	STPC11/2018	12/20/18	135.00	68215
701-148-228.56	DUE STATE - EFILING FEE	STATE OF MICHIGAN	NOVEMBER 2018 FEE TRANSMITTAL	STPC11/2018	12/20/18	100.00	68215
701-148-228.58	DUE STATE - CIVIL FILING	STATE OF MICHIGAN	NOVEMBER 2018 FEE TRANSMITTAL	STPC11/2018	12/20/18	600.00	68215
Total For Dept 148 PROBATE COURT						2,170.57	
Dept 172 ADMINISTRATOR							
701-172-299.01 CANTREEN FUNDS							
		SUSAN BOYD	CAKE FOR COMMISSIONERS RETIREMENT	REIMBURSEMENT	12/20/18	50.00	68219
Total For Dept 172 ADMINISTRATOR						50.00	
Dept 215 COUNTY CLERK							
701-215-228.05	DUE STATE - NOTARY FEES	MICHIGAN DEPARTMENT O	NOTARY FEE TRANSMITTAL	DECEMBER 2018	01/03/19	6.00	68320
701-215-228.37	DUE STATE - CRIME VICTIM	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	DEC 2018	01/03/19	196.20	68327
701-215-228.42	DUE STATE - STATE COURT	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	DEC 2018	01/03/19	150.00	68327
701-215-228.56	DUE STATE - EFILING FEE	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	DEC 2018	01/03/19	75.00	68327
701-215-228.58	DUE STATE - CIVIL FILING	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	DEC 2018	01/03/19	357.00	68327

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 701 GENERAL AGENCY FUND							
Dept 215 COUNTY CLERK							
701-215-228.59	DUE STATE - JUSTICE SYST	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	DEC 2018	01/03/19	215.13	68327
701-215-265.00	CASH BONDS PAYABLE	RUDOLPH MANICK	BOND MONEY RETURNED FOR RUDOLPH MA	17-2522-FH	12/20/18	450.00	68209
701-215-265.00	CASH BONDS PAYABLE	BENZIE COUNTY FRIEND	BOND MONEY APPLIED DENNIS O'BRIEN	09-2100-FH	01/03/19	1,350.00	68301
701-215-271.00	RESTITUTIONS PAYABLE	FLORENCE STONE	RESTITUTION FROM GARRETT TOWN	15-2429-FH	12/20/18	120.00	68161
701-215-271.00	RESTITUTIONS PAYABLE	JUDITH VICKERY	RESTITUTION FROM LUCAS BRIGHT	11-2233-FH	12/20/18	10.00	68181
701-215-271.00	RESTITUTIONS PAYABLE	TRAVerse NARCOTICS TE	RESTITUTION FROM KYLE BARRINGER	17-2528-FH	12/20/18	10.00	68226
701-215-271.00	RESTITUTIONS PAYABLE	KATRINA DOUGHERTY	RESTITUTION FROM HUNTER CARRIER	16-2442-FH	12/21/18	1.06	68266
701-215-271.00	RESTITUTIONS PAYABLE	MATTHEW STAPLETON	RESTITUTION FROM KELLI STAPLETON	13-2344-FH	12/21/18	2,724.33	68269
701-215-271.10	FAMILY DIVISION RESTITUT	MATTHEW STAPLETON	RESTITUTION FROM KELLI STAPLETON	13-2344-FH	01/03/19	20.00	68318
701-215-299.03	CIRCUIT COURT MISCELLANE	ELAINE NEWBOLD	RESTITUTION FROM TREVOR MILLER	06-1377-DL	01/03/19	5.00	68308
701-215-299.03	CIRCUIT COURT MISCELLANE	HEIDI BONNEY	MEDIATION FEE REFUNDED TO HEIDI BO	18-10885-DC	12/20/18	150.00	68168
701-215-299.03	CIRCUIT COURT MISCELLANE	REBECCA KIRK	OVERPAYMENT OF AMBULANCE BILL	18-10803	12/20/18	66.50	68206
701-215-299.03	CIRCUIT COURT MISCELLANE	DANIEL LEEDS	OVERPAYMENT OF UNGER TRANSCRIPTS	12/26/2018	12/27/18	8.40	68246
701-215-299.03	CIRCUIT COURT MISCELLANE	MI DEPT OF CORRECTION	OVERPAYMENT FOR MILLARD EDWARD MOR	18-2573-FH	12/27/18	198.00	68271
			Total For Dept 215 COUNTY CLERK			6,112.62	
Dept 253 COUNTY TREASURER							
701-253-274.19	APPEALS/CHARGEBACKS/REFU	ANDREW & JODEANE TURN	TV CHANGE FOR 2017 4 PARCELS	121818	12/27/18	1,056.94	68235
701-253-274.19	APPEALS/CHARGEBACKS/REFU	BRUCE LUNDIN	PRE CHANGE 2016/2017 01-013-003-00	121818	12/27/18	1,843.44	68240
701-253-274.19	APPEALS/CHARGEBACKS/REFU	GAIL L OLSEN	PRE CHANGE 2017 10-205-024-00/029-	121818	12/27/18	837.58	68259
701-253-274.19	APPEALS/CHARGEBACKS/REFU	JEREMY & MARGENIA LAM	PRE CHANGE 2016/2017 01-013-003-00	121818	12/27/18	846.61	68264
701-253-275.00	TAX OVERPAYMENTS/REFUNDS	HOMESTEAD TOWNSHIP	RETURNING QUALIFIED FOREST	121818	12/27/18	37.25	68261
			Total For Dept 253 COUNTY TREASURER			4,621.82	
Dept 268 REGISTER OF DEEDS							
701-268-228.40	DUE STATE - REMONUMENTAT	STATE OF MICHIGAN	4TH QUARTER 2018 REMON FEES	1/3/2019	01/03/19	4,838.32	68326
			Total For Dept 268 REGISTER OF DEEDS			4,838.32	
			Total For Fund 701 GENERAL AGENCY FUND			46,431.05	



GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
Fund Totals:						
	Fund 101 GENERAL FUND					140,347.74
	Fund 205 TNT OFFICER MILLAGE FUND					37,395.42
	Fund 213 JAIL OPERATIONS FUND					29,130.02
	Fund 214 EMERGENCY MEDICAL SERVICES					13,863.56
	Fund 217 SNOWMOBILE PATROL FUND					57.45
	Fund 228 SOLID WASTE/RECYCLING FUND					585.00
	Fund 245 REMONUMENTATION/SURVEY GRAN					30,910.00
	Fund 247 ANIMAL CONTROL FUND					9,264.24
	Fund 256 REG OF DEEDS AUTOMATION FUN					3,100.00
	Fund 261 911 EMERGENCY SERVICE FUND					11,903.59
	Fund 276 COMMISSION ON AGING MILLAGE					6,000.00
	Fund 292 CHILD CARE FUND					33,222.97
	Fund 293 VETERAN'S RELIEF FUND					1,395.98
	Fund 296 JUVENILE JUSTICE FUND					1,516.31
	Fund 371 JAIL RESERVE FUND					10,856.22
	Fund 412 MCF RENOVATIONS FUND					25,144.67
	Fund 425 EQUIPMENT REPLACEMENT FUND					3,000.00
	Fund 532 TAX FORECLOSURE FUND					4,432.58
	Fund 535 CDBG HOUSING GRANT FUND					644.05
	Fund 569 BUILDING AUTHORITY					372.61
	Fund 701 GENERAL AGENCY FUND					46,431.05
Total For All Funds:						409,573.46

Committee  
Of  
The  
Whole

**THE BENZIE COUNTY BOARD OF COMMISSIONERS  
COMMITTEE OF THE WHOLE  
December 18, 2018**

The Benzie County Board of Commissioners met as a Committee of the Whole on Tuesday, December 18, 2018, 448 Court Place, Government Center, Beulah, Michigan.

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

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

The Pledge of Allegiance was recited.

**Agenda:**

Motion by Roelofs, seconded by Carland, to approve the agenda as amended, moving #9 - Judge Mead to follow #6 - Public Input. Ayes: Carland, Jeannot, Roelofs, Sauer and Warsecke Nays: None Exc: Griner and Money Motion carried.

**Minutes:**

Motion by Jeannot, seconded by Roelofs, to approve the Committee of the Whole minutes of November 27, 2018 as presented. Ayes: Carland, Jeannot, Roelofs, Sauer and Warsecke Nays: None Exc: Griner and Money Motion carried.

1:31 p.m. Public Input – None

Judge Mead – Requests carry over of 40 hours of Vacation Time: **Motion by Roelofs, seconded by Carland, to recommend to the Board of Commissioners to allow Jade Adams to carry over 40 hours of vacation time to be used by March 31, 2019. Ayes: Carland, Jeannot, Roelofs, Sauer and Warsecke Nays: None Exc: Griner and Money Motion carried.**

Susan Boyd – Capital Expenditure 5-year Plan: Susan stated that she has prepared a Projected 5-year Plan for Capital Improvements. These are not major expenditures – these are strictly capital expenditures over \$5,000. These are items that we are trying to plan for. This is not all general fund dollars, some are millage-based expenses.

Michelle Thompson, County Treasurer:

**221 Amendment: Motion by Roelofs, seconded by Sauer, to recommend to the Board of Commissioners to Amend the 2018-19 budget for Fund 221 Benzie Leelanau Health Dept as follows:**

**Increase:**

<b>221-000-600.00</b>	<b>Charge for Services</b>	<b>\$3,000,000.00</b>
<b>221-000-665.00</b>	<b>Interest</b>	<b>1,000.00</b>

**Increase:**

<b>221-000-800.00</b>	<b>Contracted Services</b>	<b>\$3,001,000.00</b>
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**Ayes: Carland, Jeannot, Roelofs, Sauer and Warsecke Nays: None Exc: Griner and Money Motion carried.**

**201 Amendment: Motion by Roelofs, seconded by Jeannot, to recommend to the Board of Commissioners to Amend the 2018-19 budget for Fund 201 Benzie County Road Commission as follows:**

**Increase:**

201-000-539.00	State Grants	\$4,500,000.00
201-000-600.00	Charge for Services	2,500,000.00
201-000-665.00	Interest	25,000.00
201-000-699.00	Transfer In – Road Millage	1,100,000.00

**Increase:**

201-000-800.00	Contracted Services	\$8,125,000.00
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**Ayes: Carland, Jeannot, Roelofs, Sauer and Warsecke Nays: None Exc: Griner and Money Motion carried.**

**Motion by Sauer, seconded by Roelofs, to recommend to the Board of Commissioners to amend the 2018-19 budget for fund 245 Remonumentation as follows:**

245-00-800.00	Contracted Services	\$1,000.00
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**Decrease:**

245-000-691.00	Budgeted Use of Fund Balance	\$1,000.00
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**Ayes: Carland, Jeannot, Roelofs, Sauer and Warsecke Nays: None Exc: Griner and Money Motion carried.**

Dan Smith – Detention Grade Door Locks Discussion: The cell locks (15) they do not make any longer, so we cannot get parts. Would take two weeks to get locks; he has none on hand to replace if one should go bad. Rather than spending a large amount of money to replace them all, it is recommended that he order one or two to have on hand and replace as needed, without having to wait the two weeks.

Mitch Deisch – Pending Retirement Date Discussion for Ron Berns & Frank Post: Mr. Berns indicated May 2020 for his proposed retirement and Mr. Post stated Summer 2019. He and Frank discussed how other counties handle Emergency Management in Northwest Michigan. We need to get started in January 2019 to replace Mr. Post. His preference would be to keep it as an independent office and not combine with others. Facilitation and grant writing are both important to the Emergency Management position. Do we want two part-time or one full-time employee. Sheriff asked if we can ask Frank to help with his replacement?

2:13 p.m. Public Input – None

Motion by Sauer, seconded by Roelofs, to adjourn at 2:13 p.m. Ayes: Carland, Jeannot, Roelofs, Sauer and Warsecke Nays: None Exc: Griner and Money Motion carried.

**Committee of the Whole**

**Page 3 of 3**

**December 18, 2018**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, 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.

DRAFT

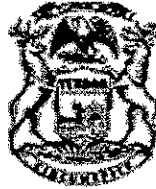


85<sup>th</sup> District Court  
&  
Benzie County Probate Court

HONORABLE DAVID A. THOMPSON  
CHIEF JUDGE

WALTER E. ARMSTRONG  
MAGISTRATE

JADE ADAMS  
PROBATION OFFICER/  
COLLECTIONS SPECIALIST  
231-882-0858



STATE OF MICHIGAN  
BENZIE COUNTY

HONORABLE JOHN D. MEAD  
PRESIDING/PROBATE JUDGE

KIMBERLY D. NOWAK  
PROBATE REGISTER/COURT ADM

AMANDA M. O'BRIEN  
COURT REPORTER/  
ASSISTANT PROBATE REGISTER

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Government Center, 448 Court Place, Beulah, MI 49617  
District 231-882-0019    Probate 231-882-9675  
(Fax 231-882-0022)    (Fax 231-882-5987)

To: Maridee Cutler

Please allow Jade Adams to carry over 40 hours of her vacation for up to 90 days into 2019.

Thank you,

A handwritten signature in black ink, appearing to read "John D. Mead".

John D. Mead, Judge  
85<sup>th</sup> District Court

# BUDGET AMENDMENT REQUEST

BUTB

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

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

DATE: 12/12/2018

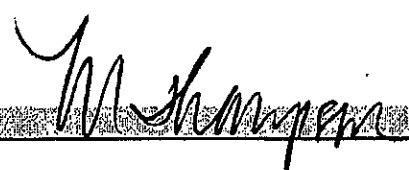
Request to Amend the 2018/19 Budget for the following:

## Account to be Increased:

Line Number	Account Name	Amount
221 000 600.00	Charge for Services	3,000,000.00
221 000 665.00	Interest	1,000.00
Total \$		<u>3,001,000.00</u>

## Account to be Increased:

Line Number	Account Name	Amount
221 000 800.00	Contracted Services	3,001,000.00
Total		<u>3,001,000.00</u>

SIGNED: 

*Budget not submitted for approval in Sept. 2018*

GL NUMBER	DESCRIPTION	2017-18		ACTIVITY FOR		YTD BALANCE 09/30/2018 NORMAL (ABNORMAL)	AVAILABLE BALANCE		% BDC USED	
		AMENDED BUDGET	INCREASE (DECREASE)	MONTH 09/30/2018	09/30/2018 NORMAL (ABNORMAL)		NORMAL (ABNORMAL)	ABNORMAL		
Fund 221 - BENZIE-LEELANAU DIST HEALTH DEPT FUN										
Revenues										
Dept 000										
221-000-600.00	CHARGE FOR SERVICES	2,826,900.00	183,610.47	183,610.47	2,826,889.40	10.60	100.00			
221-000-665.00	INTEREST ON DEPOSITS	1,000.00	80.10	80.10	308.43	691.57	30.84			
221-000-691.00	BUDGETED USE OF FUND BALANCE	147,056.15	0.00	0.00	0.00	147,056.15	0.00			
Total Dept 000		2,974,956.15	183,690.57	183,690.57	2,827,197.83	147,758.32	95.03			
TOTAL REVENUES		2,974,956.15	183,690.57	183,690.57	2,827,197.83	147,758.32	95.03			
Expenditures										
Dept 000										
221-000-800.00	CONTRACTED SERVICES	2,974,956.15	280,085.61	280,085.61	2,974,911.73	44.42	100.00			
Total Dept 000		2,974,956.15	280,085.61	280,085.61	2,974,911.73	44.42	100.00			
TOTAL EXPENDITURES		2,974,956.15	280,085.61	280,085.61	2,974,911.73	44.42	100.00			
Fund 221 - BENZIE-LEELANAU DIST HEALTH DEPT FUN:										
TOTAL REVENUES		2,974,956.15	183,690.57	183,690.57	2,827,197.83	147,758.32	95.03			
TOTAL EXPENDITURES		2,974,956.15	280,085.61	280,085.61	2,974,911.73	44.42	100.00			
NET OF REVENUES & EXPENDITURES		0.00	(96,395.04)	(96,395.04)	(147,713.90)	147,713.90	100.00			

FYE 2017/18

# BUDGET AMENDMENT REQUEST

BR AJ

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

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

DATE: 12/12/2018

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

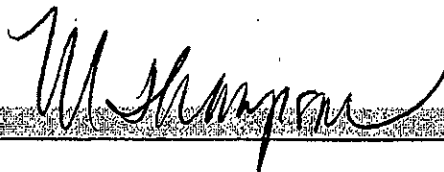
### Account to be Increased:

Line Number	Account Name	Amount
201 000 539.00	State Grants	4,500,000.00
201 000 600.00	Charge for Services	2,500,000.00
201 000 665.00	Interest	25,000.00
201 000 699.00	Transfer in - Road Millage	1,100,000.00
Total \$		<u>8,125,000.00</u>

### Account to be Increased:

Line Number	Account Name	Amount
201 000 800.00	Contracted Services	8,125,000.00
Total		<u>8,125,000.00</u>

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



Budget to submitted for approval in Sept. 2018



GL NUMBER	DESCRIPTION	2017-18		ACTIVITY FOR		YTD BALANCE		AVAILABLE	
		AMENDED BUDGET	MONTH 09/30/2018 INCREASE (DECREASE)	MONTH 09/30/2018 INCREASE (DECREASE)	NORMAL (ABNORMAL)	NORMAL (ABNORMAL)	BALANCE	% BDTG USED	
Fund 201 - BENZIE COUNTY ROAD COMMISSION									
Revenues									
Dept 000									
201-000-402.00	CURRENT REAL PROP. TAX (ROADS)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
201-000-539.00	STATE GRANTS	4,967,475.00	3,078,020.35	4,057,481.40	4,057,481.40	909,993.60	909,993.60	81.68	81.68
201-000-600.00	CHARGE FOR SERVICES	917,581.00	(2,048,871.76)	2,143,775.62	2,143,775.62	(1,226,194.62)	(1,226,194.62)	233.63	233.63
201-000-665.00	INTEREST ON DEPOSITS	6,088.00	1,282.84	16,236.67	16,236.67	(10,148.67)	(10,148.67)	266.70	266.70
201-000-691.00	BUDGETED USE OF FUND BALANCE	741,545.14	0.00	0.00	0.00	741,545.14	741,545.14	0.00	0.00
201-000-699.00	TRANSFER IN - ROAD IMPR MILLAGE	0.00	0.00	1,027,799.22	1,027,799.22	(1,027,799.22)	(1,027,799.22)	100.00	100.00
Total Dept 000		6,632,689.14	1,030,431.43	7,245,292.91	7,245,292.91	(612,603.77)	(612,603.77)	109.24	109.24
TOTAL REVENUES									
Expenditures									
Dept 000									
201-000-800.00	CONTRACTED SERVICES	6,632,689.14	658,215.49	6,632,373.94	6,632,373.94	315.20	315.20	100.00	100.00
Total Dept 000		6,632,689.14	658,215.49	6,632,373.94	6,632,373.94	315.20	315.20	100.00	100.00
TOTAL EXPENDITURES									
Fund 201 - BENZIE COUNTY ROAD COMMISSION:									
TOTAL REVENUES									
TOTAL EXPENDITURES									
NET OF REVENUES & EXPENDITURES									
		0.00	372,215.94	612,918.97	612,918.97	(612,918.97)	(612,918.97)	100.00	100.00

FYE 2017/18

GS-BR

### BUDGET AMENDMENT REQUEST

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

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

DATE: 12/18/2018

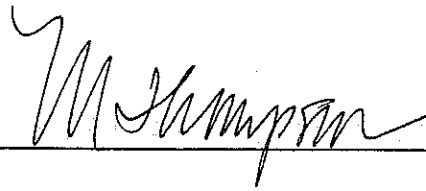
Request to Amend the 2018/2019 Budget for the following:

#### Account to be Increased:

Line Number	Account Name	Amount
245-000-800.00	Contracted Services	1,000.00
Total \$		<u>1,000.00</u>

#### Account to be Decreased:

Line Number	Account Name	Amount
245-000-691.00	Budgeted Use of Fund Balance	1,000.00
Total \$		<u>1,000.00</u>

SIGNED: 

# Committee Appointments

## Dawn Olney

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**From:** Roger & Jane <rogerjane22@gmail.com>  
**Sent:** Wednesday, December 26, 2018 2:31 PM  
**To:** Dawn Olney; J Zylstra  
**Subject:** Solid Waste Advisory Committee

After careful consideration, I am resigning from my position on the above committee effective immediately. I will not be able to attend the next two quarterly meetings as we are out of the state. In addition we have moved from our Benzie County home and for just me to attend further meeting does not make practical sense.

Sincerely,

Roger Schultz

## BENZIE COUNTY BOARD OF COMMISSIONERS

### Policy & Procedures for County Committee Appointments

Preamble: The Benzie County Board of Commissioners strives to encourage broad citizen representation on all County committees or commissions. In an effort to reach this goal, the following policy and procedures are adopted by the Board of Commissioners on Tuesday, July 17, 2007.

Benzie County Board of Commissioners appoints citizen committees and commissions to facilitate a broad range of activities. Certain committees or commissions are mandated by statute and others are not.

Citizens committees or commissions are broken down into the following two categories:

**Category 1:** Those committees or commissions that expend resources, create or recommend policy, or whose actions may create liability to Benzie County.

**Category 2:** Advisory committees or commissions with little or no spending authority.

#### **Procedures for appointments:**

The Personnel Committee will submit a letter to the citizen committee or commission with the vacancy to be filled. The letter will inform the citizen committee or commission of the process that will be followed to fill the vacancy by including this document. The Chair of the citizen committee or commission, or the Chair's designee, will be requested to sit on the full committee interviewing prospective candidates. It is recognized that the citizen Chair is speaking on his/her own behalf and does not represent the citizen committee or commission as a whole. The Interview Committee will also include the County Administrator.

If two or more candidates applying for an appointment are equally qualified, priority will be given to the candidate that would increase the range of geographic representation on the citizen committee or commission. All individuals appointed to county committees or commissions are obligated to represent the best interest of Benzie County as a whole.

#### **Category 1 Appointments:**

- Both members of the public and a member currently serving may request appointment/reappointment for the position(s) to be filled.
- Available positions shall be advertised in the Record Patriot for a minimum of two weeks and the interview committee will establish the interview procedure/schedule.
- Interviews of candidates will be conducted by an Interview Committee of: Three members of the County Board, the Chair (or Chair's designee) of the citizen committee or commission, and the County Administrator. All will have reviewed applicant resumes and ascertained qualified candidates. Following the candidate interviews, the committee of five will discuss and the three members of the Board of Commissioners will vote for a recommendation to the full board.
- After voting, the Interview Committee will disband.
- This recommendation and the record of the vote will be presented at the next regular or special meeting of the County Board of Commissioners, where the final vote will be taken.



- Where the number of applicants for appointment to a given position (s) equal the number of position(s) available on the Board, or all of the Applicants are sitting Board members in good standing, and upon request by the Interview Committee to the Board of Commissioners, the Board of Commissioners may vote at a regularly scheduled meeting to waive or modify the interview process.

### **Category 2 Appointments:**

- If the present citizen committee or commission member wishes to be reappointed, and the Chair of the citizens committee or commission is in agreement, it will not be necessary to advertise for these appointments.
- If there is a vacancy without an existing member wishing reappointment, the Personnel Committee will advertise and fill the position, in the same manner as a Category 1 appointment.

If two or more candidates applying for an appointment are equally qualified, priority will be given to the candidate what would increase the range of geographic representation on the committee. All individuals appointed to County Committees are obligated to represent the best interests of Benzie County as a whole.

### History:

05/21/2002	Adopted
12/21/2004	Amended
07/17/2007	Amended
04/01/2014	Amended

Committee Name Date Appointed Date term Expires

**1-Airport Authority 4yr term -- 1st Thursday @ 9:30 a.m.**

Coury Carland	(Commissioner)	01/23/17	12/31/18
Susan Tonner	(Frankfort Appointee)	07/10/17	07/10/20
Kenneth J. Laurence		06/13/17	03/01/19

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

Gary Sauer	(Commissioner)	01/23/18	12/31/18
Dr. George Ryckman	2/18/14	12/20/16	12/31/18
Roger Griner	(Commissioner)	01/23/18	12/31/18

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

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

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

Eugene Allen	06/17/14	05/10/16	04/30/19
Amy Herczak	02/18/14	04/11/17	04/30/20
Anne Noah		04/11/17	04/30/20
Jennifer Kolinske		04/11/17	04/30/19
Susan Kirkpatrick	4/28/15	04/24/18	04/30/21
Eric VanDussen	04/15/2014	04/11/17	04/30/20
Patty Roth		06/26/18	04/30/21
Evan Warsecke -- Liaison		01/23/18	12/31/18

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

Gary Pallin	(Beulah)	06/28/16	04/15/19
John Wheeler, Alt	(CLPRA)	06/28/16	04/15/19
Gregory Nowell, Alt	(CLPRA)	06/28/16	04/15/19
Paul Bare	(CLPRA) 3/18/14	06/28/16	04/15/20
Dan Schoonmaker	(CLPRA) 4/15/11	06/28/16	04/15/20
Janet (Jen) Whiting	Elberta	05/24/16	08/01/19
Coury Carland	Alt Comm/P&R Rep	01/09/18	12/31/18
Gary Sauer	Commissioner	01/23/18	12/31/18
FlintWyatt	(FBVT Rep)	04/12/16	12/31/19
Devonia Dyer	(Thompsonville)	04/24/18	04/20/19
John Rothhaar	11/14/17	11/14/17	04/15/19

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

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

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

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

Thor Goff	1/9/18	12/18/18	12/31/21
Steve Houghton	12/18/18	12/18/18	12/31/21

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

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

Jean Bowers	01/18/00	02/18/15	12/31/19
Carol Dye		08/12/14	02/01/19
Dawn Olney	01/18/00	02/18/15	12/31/19
Art Jeannot (Commissioner)		01/23/18	12/31/18
Amy Bissell	8/18/09	02/18/15	12/31/19

**1-Construction Board of Appeals 2 yr term**

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

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

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

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

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

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

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

**2-Fee Committe 3 yr term -- As Needed**

Tom Longanbach, Equalization Director		01/12/16	
Evan Warsecke -- Commissioner		01/23/18	12/31/18

All Commissioners

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

Scott Harrison	State Appointment	11/01/18	10/31/21
Gaylord Jowett	8/9/2016	11/14/17	10/31/20
Ann Loveless		01/24/17	10/31/19
Gary Sauer	(Commissioner)	01/23/18	12/31/18

**FOC Citizens Advisory Committee 3yr term -- Dissolved 10/18/05**

**2-Jury Board 6yr term -- quarterly**

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

**1-Land Bank Authority - 3 year term**

County Treasurer		04/05/11	No Expiration
	- Liaison		12/31/18
Mark E. Roper	4/5/11	04/10/18	04/05/21
Terry Money	4/5/11	04/10/18	04/05/21
Amy Bissell	4/5/11	04/10/18	04/05/21
Tom Longanbach	4/5/11	05/10/16	04/05/19

**Medical Examiner**

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

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

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

Tad Peacock	02/18/14	12/06/16	12/31/19
Sean Duperron	01/2011	12/06/16	12/31/19
Barbara K. Skurdall	4/17/07	12/06/16	12/31/19
Charles Kraus	12/18/18	12/18/18	12/31/21
Susan Zenker	7/24/2018	07/24/18	12/31/18
Cathy Demitroff	02/20/07	12/22/15	12/31/18
Walter Roch von Rochsburg (Planning Rep)		11/14/17	12/01/19
Ed Hoogterp (Drain Commissioner)		01/01/17	No Expiration Date
Coury Carland (Commissioner)		01/23/18	No Expiration Date
Ted Mick (Road Commission Rep)		01/01/13	No Expiration Date

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

November 14, 2017 New Ordinance Adopted			
Coury Carland	Ex Officio -- BOC	01/23/18	12/31/18
Chris Walrad	Educ (School Rep)	02/13/18	12/01/20
Chuck Beale - Blaine Twp	11/14/17	12/18/18	12/01/21
Betsy Evans - Joyfield Twp	11/14/17	12/18/18	12/01/21
Irene Dunham-Thayer - Colfax	2/13/18	12/18/18	12/01/21

Walter Roch von Rochsburg - Ffort	2/7/12	11/14/17	12/01/19
Vince Edwards - Vill of Lake Ann	11/14/17	11/14/17	12/01/19
Rosemary Naulty - Lake Twp	2/13/18	02/13/18	12/01/19
Jason Barnard - Benz & Platte Twp	2/13/18	02/13/18	12/01/19
James Clark - Inland Twp	11/14/17	11/14/17	12/01/20
Greg Wright - Crystal Lake Twp	2/13/18	02/13/18	12/01/20

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

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

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

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

**2 -Technology Committee -- 2 years -- meet quarterly**

Evan Warsecke - Chair	01/23/18	12/31/18
All BOC Members - COTW	01/23/18	12/31/18

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

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

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

Todd Warren	3/21/06	12/18/18	12/31/20
Dennis Fischgrabe	2/19/13	11/14/17	12/31/19
Evan Warsecke	Commissioner	01/23/18	12/31/18
David Zempel	11/14/17	11/14/17	12/31/19
David Schaffer	12/18/18	12/18/18	12/31/19
Roger Schultz	8/23/16	11/14/17	12/31/20
Marlene Wood	5/24/16	11/14/17	12/31/19

**2-Veterans Trust Fund 3yr term -- State appointed**

<b>Robert Roelofs, DAV</b>	<b>2/4/14</b>	<b>02/04/14</b>	<b>12/31/16</b>
William J. Huhnke, Sr. Unaff	4/6/2010	03/03/15	12/31/17
Art Melendez -	8/1/2012	08/01/12	
Chuck Lerchen	(Agent)		No Expiration Date

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

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



**Zoning Board of Appeals; Dissolved 5/4/2010**  
**Zoning Terminated 3/31/2010**

Updated 12/18/2018

# **ACTION ITEMS**

# Correspondence

The regular meeting of the Board of County Road Commissioners of Benzie County was called to order by Chairman Rosa at the Road Commission offices in Honor, Michigan on Tuesday November 13, 2018 at 9:30 AM.

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

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

Minutes from the 10/25/2018 meeting were accepted as presented.

Motion by Comm Bowers and supported by Comm Mick to pay bills in the amount of \$239,585.28 and Payroll #22 for \$48,754.93. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

**Work Summary:**

Mike Johnson Shop Foreman – Winter trucks up and running, we have one spare truck. Night shift starts this weekend. Shop Foreman Johnson reviewed the list of attachments we have ordered for the skid-steer. Comm Rosa stated that it was a good call to have trucks out plowing, sanding/salting this past Saturday.

Scott Fasel Superintendent – Crew finished up some turn-around projects. Tree crew doing a good job. We received bids on roofing the salt building, cost should be about a 70/30 split with MDOT. Superintendent Fasel stated that the Mechanics did a good job getting trucks ready for winter. He also stated that he thought crew morale was good.

**10:00 AM Public Hearing-Proposed Deletions from the Seasonal Road System**

Motion by Comm Mick and supported by Comm Bowers to enter into Public Hearing for-Proposed Deletions from the Seasonal Road System. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Motion by Comm Bowers and supported by Comm Mick to approve Resolution 2018-11, Proposed Deletions from the Seasonal Road System to include Lake Township-Birch Point Rd-Extended 497 ft, (.09 miles east of current turnaround) and Homestead Township-Fewins Rd-Extended 211.20 ft, (.04 miles east of current turnaround east of Ely Road). Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Motion by Comm Bowers and supported by Comm Rosa to adjourn Public Hearing for-Proposed Deletions from the Seasonal Road System. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

**Standing guest: Gary Sauer, County Commissioner – N/A**

**Public Input:** - Paul Beechraft-Inland Township-Concerns regarding Brundage and Carmean Road safety issues. Would like to pave both, proposing ½ of project fall 2019 and the other ½ of the project spring of 2020. Would like BCRC board to review options.

**Page 2, Benzie CRC mtg 11/13/18****Items Before the Board:**

Local Road Policy - Motion by Comm Mick and supported by Comm Bowers to approve the amended Local Road Policy as presented. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Local Road Distribution - Motion by Comm Bowers and supported by Comm Mick to approve the Local Road Distribution as presented. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Homestead/669 Federal Project 2019/2020 & Gourdie Frasier Letter regarding Homestead borings - Motion by Comm Rosa and supported by Comm Bowers to switch federal projects to 669 for FY2019 and Homestead Road for FY2020. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Wetlands Agreement - Motion by Comm Rosa and supported by Comm Bowers approving the Wetlands Agreement and authorizing Manager Skeels and Clerk Kolinske as signers. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Amendment to Wetlands Agreement - Motion by Comm Bowers and supported by Comm Mick approving the Amendment to the Wetlands Agreement and authorizing Manager Skeels and Clerk Kolinske as signers. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Administrative Staff Wage Adjustments - Motion by Comm Bowers and supported by Comm Mick to table this item until the January 10, 2019 meeting. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

General Manager Review/Contract Renewal - Motion by Comm Rosa and supported by Comm Bowers to extend the General Manager's contract until January 10, 2019. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

**Correspondence/Information/Discussion:**

Robert Griffis-Recognition – shared crew member recognition with board members.

Frost Law Contract – Board decided to opt out of doing a frost law contract for spring of 2019.

**Public Input:** Dottie Blank-Lake Township inquired as to when the next Local Road Committee meeting will be. Manager Skeels to follow up with her when we have a date set.

**Board Round Table:** Manager Skeels gave an update on the Hooker Road bridge construction and a brief discussion on a continuing berm issue. We will be needing to replace furnace in front office, working on getting quotes now. Will bring these to the board when we have them. Beaver on M-115 is back.

Meeting Adjourned at 11:40 AM.

Minutes approved 12/13/18.

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Robert Rosa, Chairman

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Jennifer L. Kolinske, Clerk



Minutes of a regular meeting of the Wexford County Board of Commissioners, held at the Wexford County Courthouse, 437 E. Division St., Cadillac, Michigan on the fifth day of December 2018 at 5:30 p.m.

2

PRESENT: Commissioners Robert Hilty, Mike Bengelink, Michael Bush, Gary Taylor, Judy Nichols, William Goodwill, and Leslie Housler;

ABSENT: Commissioners Michael MacCready and Julie Theobald

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

**RESOLUTION NO. 18-37  
OPPOSING SB 1031**

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

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

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

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

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

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

A ROLL CALL VOTE WAS TAKEN AS FOLLOWS:

AYES: Goodwill, Hilty, Bengelink, Bush, Taylor, Nichols, and Housler;

NAYS: None

RECEIVED

DEC 14 2018

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

RESOLUTION DECLARED ADOPTED.

*Leslie D. Housler*

Leslie D. Housler, Chairman, Wexford County Board of Commissioners

*Elaine L. Richardson*

Elaine L. Richardson, County Clerk

STATE OF MICHIGAN        )  
  ) ss.  
COUNTY OF WEXFORD     )

I hereby certify that the foregoing is a true and complete copy of Resolution 18-37 adopted by the County Board of Commissioners of Wexford County at a regular meeting held on December 5, 2018, and I further certify that public notice of such meeting was given as provided by law.

*Elaine L. Richardson*

Elaine L. Richardson, County Clerk

3

BAY COUNTY BOARD OF COMMISSIONERS

DECEMBER 18, 2018

RESOLUTION

BY: Bay County Board of Commissioners (12/18/18)

WHEREAS, Michigan's Republican dominated legislature is pushing forward measures aimed at hamstringing newly elected State Officials who will take office in January; and

WHEREAS, Republicans have already sent legislation to Governor Snyder that would make it much harder for executive branch agencies to issue regulations that are stricter than federal ones, strip campaign finance regulation authority from the newly elected Democratic Secretary of State, give the Legislature an unchallenged voice in lawsuits overseen by the newly elected Democratic Attorney General and prevent newly elected officials from forcing nonprofit political advocacy groups to disclose who bankrolls their campaigns; and

WHEREAS The Legislature's moves are unsettling to some members of both parties; and  
WHEREAS, The blatant misuse of power in the lame duck session will continue to drive a wedge between the elected officials in Lansing where efforts should be underway to seek common ground in their representation of the citizens of Michigan; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners calls on Governor Snyder to veto any and all new legislation that changes existing law pertaining to the duties of the Governor, Secretary of State and Attorney General; Be It Finally

RESOLVED That copies of this resolution be forwarded to Governor Snyder, our local State representatives and the other 82 Michigan counties.

THOMAS M. HEREK, CHAIR  
AND BOARD

Coonan - Lame Duck Session

Resolution sponsored by Commissioner Kim Coonan, 4<sup>th</sup> District

FILED

DEC 19 2018

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

MOVED BY COMM. DURANCZYK

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						
YAUGHN J. BEGICK		X	X	TOM RYDER	X						

VOTE TOTALS:

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

DISPOSITION: ADOPTED X DEFEATED      WITHDRAWN       
AMENDED      CORRECTED      REFERRED



(H)

**KALKASKA COUNTY BOARD OF COMMISSIONERS  
RESOLUTION 2018-45  
OPPOSING SENATE BILL 396  
FOREST INDUSTRY WEIGHT LIMIT EXEMPTIONS**

At the Regular/Reconvene of the Annual Meeting November 12, 2018, present Commissioners Truman Bicum, David Comai, Patty Cox, Craig Crambell, Kohn Fisher, Stuart McKinnon and James Sweet:

**WHEREAS**, Roads are the backbone to the social, cultural and economic stability of Kalkaska County and the State of Michigan; and

**WHEREAS**, Senate Bill (SB) 396 (S-5) passed and reported out of the Senate Transportation Committee on September 6, 2018 allows exemptions from seasonal weight restrictions (aka "frost laws") to the forest product industry during the spring thaw when roads are the most vulnerable to damage from heavy loads; and

**WHEREAS**, It is a fact in Kalkaska County and throughout the northern states that roads become soft in the spring and applying unrestricted 164,000-pound truck loading on soft roads, is in our opinion, poor public policy; and

**WHEREAS**, SB-396 also grants exemptions to the forest industry that will allow the hauling of forest products and transport of equipment on the public road system without obtaining permits from road authorities at all times of the year; and

**WHEREAS**, the provisions from SB 396 will result in damage to the public road system; and

**WHEREAS**, the provisions of SB 396 will negatively impact the traveling public accessing the road system, resulting in burdening road authorities with expensive reactive maintenance repairs and significantly increased taxpayer costs to maintain the public road system; and

**WHEREAS**, the provisions in SB 396 and subsequent impacts to the local road system will negatively impact the health, safety and welfare of Kalkaska County residents and the traveling public; and

**WHEREAS**, the Kalkaska County Road Commission and other road commissions throughout the State of Michigan work closely with the logging industry to keep the economic vitality of the Townships, Counties and the State of Michigan moving by continuously monitoring road conditions and permitting the logging industry to move equipment and material on roads when the roads can structurally support such loading without negatively impacting the road system and traveling public;

**THEREFORE, BE IT RESOLVED**, that the Kalkaska County Board of Commissioners hereby strongly opposes SB 396; and

**BE IT FURTHER RESOLVED** that a vote hereon be taken by aye and nay and spread at large on the minutes of the Board.

**Motion** by Fisher. Supported by Comai. Roll call vote: Fisher, yes; Comai, yes; Bicum, yes; Cox, yes; Crambell, yes; Sweet, yes; McKinnon, yes. 7 yeas 0 nays. **Carried.**

**FILED**

**DEC 19 2018**

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

**RESOLUTION DECLARED ADOPTED**

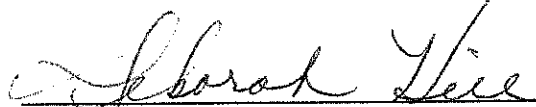


Stuart McKinnon, Chairperson  
Kalkaska County Board of Commissioners

I, the undersigned, County Clerk of Kalkaska County, Kalkaska, Michigan, do hereby certify that the foregoing is a true and correct copy of certain proceedings taken by the Kalkaska County Board of Commissioners of said municipality at a regular meeting held on November 12, 2018 relative to adoption of the resolution therein set forth; that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

STATE OF MICHIGAN )  
County of Kalkaska )

November 12, 2018

  
Deborah Hill, Kalkaska County Clerk

5

**BENZIE COUNTY  
PARKS AND RECREATION COMMISSION**

<b>Cathy Demitroff - CHAIR</b>	<b>Barb Skurdall</b>
<b>Sean Duperron - VICE CHAIR</b>	<b>Ed Hoogterp</b>
<b>Tad Peacock - SECRETARY</b>	<b>Coury Carland</b>
<b>Marjorie Pearsall-Groenwald</b>	<b>Ted Mick</b>
<b>Walter Roch Von Rochsburg</b>	<b>Susan Zenker</b>

**Regular Meeting  
September 24, 2018  
Benzie County Government Center**

Chair Demitroff called the meeting to order at 5:08 p.m.

Present: Cathy Demitroff, Sean Duperron, Tad Peacock, Marjorie Pearsall-Groenwald, Ted Mick, Barb Skurdall, Coury Carland, Ed Hoogterp, Susan Zenker  
Absent: Walter Roch Von Rochsburg  
Guest: Susan Wenzlick  
Absent: Recording Secretary Jeanne McPherson was excused.

Motion by Carland to approve the agenda as amended, seconded by Peacock. Demitroff asked to add updating Master Plan to agenda. Approved as amended. All Ayes

Minutes of August 27 meeting amended as follows: Correct spelling for Kehr from Kerh. Motion by Hoogterp, seconded by Pearsall -Groenwald to approve minutes as amended. Motion carried, all Ayes.

**Guest Speaker:** Speaker not arrived so will move on and come back when she comes.

**Committee Reports:**

Railroad Point: Chair Demitroff reported that the official ribbon cutting ceremony will be on Oct 7<sup>th</sup> from 2 to 4 at the Charlie Kehr Stairwell. Invitations will be mailed. Hoogterp already received his and it is at the time stated. Hoogterp suggested the Conservancy should double check with the DNR as far as using the Boat Launch as a parking area for the event. Wear comfortable walking shoes and dress for the weather. There will be a golf cart available for those that can't walk to the stairs. Cathy will find out if the cutting will be at the stairs top or bottom.

RECEIVED

DEC 18 2018

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617



Guest Speaker: Susan Wenzlick, Friends of Point Betsie Lighthouse. Susan informed us we have received almost \$100,000 from Coast to Zone Management. We need to match it 100% so the fund raising is starting. This grant is for access to the beach area, sidewalks and a deck which will lead to the beach which will be handicap accessible to the water. They want to put a sign up on the deck explaining about the invasive species and protected plants and wild life. The DNR asked them to put in a mobi mat so handicap people can get to the water. They will plant all disturbed areas with native dune grass. This does not go for the road end work. They hope to complete this beach (deck and walkway) project by fall 2019. The total project will be \$1,000,000,000. The project will be a little more expensive then they expected as the State Preservation Office (SHIPO) is requesting the road be sand color. This is making the price higher then we expected as we hadn't planned on that when we got out estimate. Susan listed many grants which they would be applying for. Demitroff suggested trying for Grand Traverse Band grants. Ticket sales for the lighthouse have consistently increased by 20% per year.

#### Point Betsie Lighthouse: No Report

Trail Report: Committee chair Duperron reported that the single track motor cycle trail has a meeting set up with the Dirty Birds which is the ORV segment of the Snowbirds Snowmobile Club. Dirt Birds are working on developing ORV rideable trail maps etc. That meeting is within 1 1/2 weeks. They are working on ORV trail applications to get things going. The single track is approaching the Dirt Birds to see if they would be the sponsor single track for them.

He was working on Malley property but ran into some land issues with a neighbor, last year Benzie Conservation District. Some surveying had been done and stacks have been placed with gps coordinance.

Betsie Valley Trail Management Council: Duperron reported that the Management Council discussed some Manistee end trail development. There are efforts to connect to the Betsie Valley Trail to go farther south and eventually connect to Cadillac. Copemish is interested in connecting with Thompsonville and Manistee. Many conversations in connecting these areas. They are wanting to see if the Betsie Valley Trail Friends would support this. Michigan Nature Trust Fund grant application is in review to improve the application score for dollars to improve surfacing a large segment of Crystal Lake section of the trail. The trail management council is working aggressively to make improvements. One issue they have is an ownership issue. and they aren't sure what the Trust Fund would want to see differently. This may not be solvable. It is being checked on. If it can't be solved it could largely lower the grant scoring. They are also talking of putting in some flexible tubing along sections of the trail where the road is narrow. Cars are ending up driving on the trail surface. The tubing would give room for a car to move over to allow other cars to pass but would stop them from driving down the trail surface. Someone would need to pull them in and out yearly as they don't survive the winter very well. The snowplows are also starting to use the trail

Recreational Facilities and Access: Carland reported that Ann wants to get together and work on the outlet launch site.

Zada Price Park: Peacock reported things are quite at the park. It needs signage and could use some tree plantings and a bench place on the beach side of the road. He is working on the sign. He turned in the \$250 bill for maintenance to be paid. This bill was previously approved by the commission.

Recreational Programs: Committee Chair Skurdall reported having a great summer which classes were extended room 5 weeks to 8 this year. A gentleman is helping her, and he wants to do more teaching next year. She is starting to connect with the principals of the 3 elementary schools. She is doing a presentation on the schools Fueling Up program this Friday, Sept. 28<sup>th</sup>.

Aquatic Program: Pearsall-Groenwald has a meeting tomorrow morning. Things are moving very slowly but they are all still working on it. Discussed the possible floor plan she emailed to everyone. This gives us an idea of what is being looked at.

Old Business: Master Plan Update. Demitroff has been trying to contact all the county entities but has had no contact with 4 of them (13 have MP, 2 are not interested, 4 no contact). The commission requested Demitroff to send letters to all entities to see if they would like to be involved with the update. Carland moved to authorize the chair to draft a letter to all the county entities explaining the values of having a recreation and cultural master plan and invite them to join us in the process. Pearsall-Groenwald supported the motion. All ayes. Motion carried.

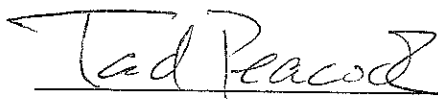
New Business: None

Correspondence: Received a bill from Crystal Surveying Inc. for \$1575.00.

Pearsall-Groenwald moved to adjourn the meeting. Carland supported the motion. All ayes motion carried.

Meeting was adjourned at 6:30 p.m.

Minutes were respectfully submitted by Cathy Demitroff, Acting Recording Secretary



Tad Peacock, Secretary