

BENZIE COUNTY BOARD OF COMMISSIONERS

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

www.benzieco.net

MEETING AGENDA

October 22, 2019

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

PLEASE TURN OFF ALL CELL PHONES OR SWITCH THEM TO VIBRATE

- 9:00 a.m. CALL TO ORDER
 ROLL CALL
 INVOCATION AND PLEDGE OF ALLEGIANCE
 APPROVAL OF AGENDA
 APPROVAL OF MINUTES – 10/8/2019 (open & closed)
 PUBLIC INPUT
 ELECTED OFFICIALS & DEPT HEAD COMMENTS – Apportionment Report
 COMMISSIONER REPORTS –
 COUNTY ADMINISTRATOR'S REPORT –
 FINANCE – Approval of Bills
 COMMITTEE OF THE WHOLE – 10/8/2019 Consent
 COMMITTEE APPOINTMENTS – DHHS
 ACTION ITEMS – Centra Wellness Contract with Sheriff; Road Commission contracts for
 BVT Maintenance and Jail Access Road
 PRESENTATION OF CORRESPONDENCE
 UNFINISHED BUSINESS
 NEW BUSINESS –
- 10:00 **PUBLIC HEARING** - Laura Galbraith, Venture North – Close out XPert Fulfillment &
 Stormcloud
- 10:30 Jennifer Berkey, MSUE Contract for Services
- 10:45 David Wynn – Crystal Lake & Watershed Assoc – Invasive Eurasian Watermilfoil –
 Resolution 2019-020
- 11:00 Tony Radjenovich – MERS Executive Summary & Carve Out for EMS Union
 PUBLIC COMMENT
 ADJOURNMENT

Times Subject to Change

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

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

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

PUBLIC INPUT

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

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

Group Presentations – 15 minutes
Individual Presentations – 3 minutes

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

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

Commissioner Contacts:

District	I – Bob Roelofs (Almira East of Reynolds Road).....	231-645-1187
District	II - Art Jeannot (Almira Twp West of Reynolds Road, Platte and Lake Townships)	231-920-5028
District	III – Linda Farrell (Crystal Lake, Frankfort)	231-882-6620
District	IV – Rhonda Nye (Benzonia).....	231-510-8804
District	V – Sherry Taylor (Homestead).....	231-882-5452
District	VI - Evan Warsecke (Colfax, Inland)	231-275-3375
District	VII - Gary Sauer (Blaine, Gilmore, Joyfield, Weldon)	231-651-0647

THE BENZIE COUNTY BOARD OF COMMISSIONERS

October 8, 2019

The Benzie County Board of Commissioners met in a regular session on Tuesday, October 8, 2019, in the Frank F. Walterhouse Board Room, 448 Court Place, Government Center, Beulah, Michigan.

The meeting was called to order by Chair Gary Sauer.

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

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

Agenda:

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

Minutes:

Motion by Jeannot, seconded by Farrell, to approve the regular session minutes of September 24, 2019 as amended on page 2. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

9:02 a.m. Public Input – None

ELECTED OFFICIALS & DEPARTMENT HEAD COMMENTS

Susan Boyd, Finance Manager, stated that Mitch had asked her to look at whether or not the Governor's veto's on the budget would effect Benzie County; she stated that she does not feel it will affect us as much as other counties – about \$11,000 in the jail; \$26,475 in Secondary Road Patrol; no Child Care Fund issues; PILT.

Comm Roelofs reported that the veto will have an effect on the Veterans Administration.

Comm Jeannot acknowledges and appreciates that you are being pro-active with this.

Eric VanDussen, Chair of the Building Authority, gave the board an update on the Maples project: Phase 3 is nearly complete; they have used some of the \$500,000 cash flow that the county has provided, but not all of it. A joint meeting with the Board of Commissioners, Building Authority and DHHS Board will be held on Thursday, October 17, 2019 at 11:00 a.m. The DHHS and Maples are trying to persuade the BA and BOC that the excess bond money collected should go to them – the ballot wording and the bond documents are being reviewed and will be discussed at the joint meeting; also, the Operating Agreement will be discussed. He also spoke regarding possible litigation with the BA and former attorney Ed Roy.

Comm Jeannot acknowledges the good work of you and your board.

Ron Berns, 911 Director presented a written report for September 2019.

COMMISSIONER REPORTS

Comm Nye reported that she sat in on the EMS union negotiations which is moving on to mediation. CMH – the Governor pulled the 298 language which would have privatized mental health, but behavioral health was fund ~~5-58%~~ 5-18% more than expected—that was good news. Village of Benzonia park renovations are in full swing with ADA equipment, Pavilion, sidewalks, tennis courts. The Village of Benzonia opted out of the recreational marijuana within the village. Met with the Sheriff

5-18%

COMMISSIONERS

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October 8, 2019

and Undersheriff to discuss the potential for a law enforcement millage and other options to be considered.

Comm Roelofs reported that he also attended the EMS union negotiations and we are waiting for mediation. Bob Schlueter, Director of Area Agency on Aging has retired and Heidi Justine has been appointed as the new director. Human Services Collaborative met and had a presentation from Third Level Crisis Center regarding addiction services. EMS Advisory Board discussed an ambulance purchase – they have narrowed it down to two and will be presented to this board to propose the purchase. Attended on behalf of the Veterans Affairs and Disabled Veterans event “Inspiring Veterans Art Show”. \$100 - \$20,000 were the prices on the art; gorgeous event and glad to be a part of it.

Comm Warsecke attended the Solid Waste and Conservation District meetings – the Conservation District approved their budget for the year; they have applied for an Invasive Species Grant. Solid Waste had discussion regarding a private transfer station in Inland Township.

Comm Farrell reported on Health Department food drive; their immunization fees were set. Had a conversation with the Sheriff and Undersheriff about change in millage, together with Comm Nye; we need to educate the public on the options.

Comm Jeannot reported the Platte Township are having challenges with their current assessor and Tom Longanbach has had to step in and assist. Housing Committee met on October 2 and approved 1 grant and 2 loans. Attended at meeting on September 25 with the National Park Service regarding economic and ecological impact to Benzie County; the NPS doesn't see themselves as a marketing tool but rely on the local government. Sat in on a discussion on September 25 facilitated by POMH regarding children exposed to trauma. October 2 joined the Chamber of Commerce to talk about the executive job search; they hope to fill it locally, only for the Chamber, not the Convention and Visitors Bureau.

Comm Taylor attended the Local Planning Team meeting on September 26; new park ranger for the Platte park area. October 7 attended the Homestead Township meeting and they discussed purchasing a new fire truck; they would like to take all of the information regarding St. Ambrose to a new attorney to go through all of the paperwork along with the issuing of the liquor license to be sure everything was done the way it should have been. To assure everyone that things were done the way they should have been.

Chairman Sauer indicated that we need to address a social media policy.

Comm Sauer attended the Health Dept meeting and had a MERS review. E-coli issue – 4 advisories were level 2 and only 1 with a no body contact. Road Commission did their budget and this year they would like done is \$3.7 million and want to maintain their fund balance of \$2.3 - \$2.5 million. Want to do work on the building; want to shore up MERS. Blaine Township is looking for an assessor. Betsie Valley Trail had their last meeting until May – they are having trouble with the beavers again. DNR bought a mower to help with the trail mowing. October 21 will be the 150th Anniversary of Benzie County celebration with Senator VanderWall, Representative O'Malley and possibly someone from Congressman Bergman's office.

9:57 a.m. Break

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10:03 a.m. Reconvene

Eric Kurtz, Northern Michigan Regional Entity

Mr. Kurtz gave the board an overview of the process of the liquor tax monies from the state; how it is used and the funds that are being used in Benzie County for treatment and prevention of substance abuse.

Kris Steinberg, US Census, informed the board and those present of the process for the 2020 census; the census is required in the US Constitution; there are jobs available to the public and you can apply online at www.2020census.gov/jobs

COUNTY ADMINISTRATOR'S REPORT

Mr. Deisch provided a written update and spoke regarding his attendance at the MERS conference where it was stated that they will be changing the 20 year amortization, it will be difficult to meet further rate of return expectations over the next several years; there will be more incremental changes which will happen more often in the coming years. He stated that there have been discussions regarding millage issues. With regard to the Regional Public Defender's Office, he and Chairman Sauer met with Judge Thompson regarding the placement of court-appointed attorneys dealing with neglect abuse cases in Benzie County. They have met with and are working with Representative O'Malley about drafting some language for the MIDC to consider allowing the Regional Public Defender's Office to add NA cases to the Public Defender's duties.

FINANCE

Bills: Motion by Warsecke, seconded by Farrell, to approve payment of the bills from September 25, 2019 thru October 7, 2019 in the amount of \$672,663.07, as presented. Roll call. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

Michelle Thompson, County Treasurer, spoke regarding the Michigan Association of Land Banks Summit being held at Crystal Mountain on October 14 and 15. She has planned a tour of the 669 site and the colors should be great as well. They will be closing the books the first week of December.

COMMITTEE OF THE WHOLE – No Consent Calendar from September 24, 2019

COMMITTEE APPOINTMENTS

Planning & Parks & Rec: Motion by Jeannot, seconded by Roelofs, to accept the resignation of Walter "Rocky" Roch von Roschburg from the Planning Commission and the Parks and Recreation Commission with regrets. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

Benzie Transportation Authority: Motion by Sauer, seconded by Warsecke, to appoint John Morse to the Benzie Transportation Authority to fill the vacancy with a term expiring April 30, 2022. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

ACTION ITEMS:

EMPG Work Agreement and Grant Agreement: Motion by Jeannot, seconded by Nye, to approve the 2020 Work Agreement and the 2019 Federal Grant Agreement with the Michigan State Policy – Emergency Management and Homeland Security Division as presented, authorizing the chairman and

COMMISSIONERS

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October 8, 2019

Emergency Management Coordinator to sign. Roll call. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

PRESENTATION OF CORRESPONDENCE

- Road Commission minutes of August 15 and August 29, 2019 received.
- Economic Impact information from McDonald's Corporation received.
- Menominee County resolution in support of Enbridge Line 5 Tunnel received.
- Leelanau County Planning Commission Public Hearing Notice regarding Repeal of County Zoning Ordinance received.
- Mackinac County resolution in support of Enbridge Line 5 Tunnel received.
- Crystal Lake elevation report for September received.
- Little Platte Lake elevation report for September received.
- Benzie Leelanau Health Department minutes of September 26, 2019 received.

UNFINISHED BUSINESS – None

NEW BUSINESS – None

11:31 a.m. Motion by Sauer, seconded by Farrell, to enter closed session in accordance with MCL 15.268(a) for the County Administrator's annual evaluation, at his request. Roll call. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

12:51 p.m. Re-enter Open Session

County Administrator's Employment Contract

Comm Nye stated that she has reviewed the contract and is opposed to granting 5 weeks' vacation, I cannot support that.

Chairman Sauer stated that the vacation schedule for current employees is: 1 year = 10 days; 4 years = 15 days; 10 years = 20 days.

Comm Farrell stated that she agrees with Comm Nye.

Comm Taylor stated that with 2 days working at home; is there a reason it is not a 2-year contract?

Mr. Deisch stated that he would agree to go back to the 20 days' vacation with no increase.

Comm Farrell inquired regarding the \$300 vehicle allowance.

Motion by Warsecke, seconded by Roelofs, to approve the County Administrator's Employment Contract for three years with changes in vacation to 20 days and 2% wage increase as of October 8, 2019, authorizing the chairman to sign. Roll call. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

Chairman Sauer and Mitch Deisch to prepare a press release.

1:05 p.m. Public Input

Eric VanDusssen spoke regarding the court-appointed attorneys and neglect abuse issue.

1:08 p.m. Public Input Closed

COMMISSIONERS

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October 8, 2019

Motion by Roelofs, seconded by Warsecke, to adjourn at 1:08 p.m. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

Gary Sauer, Chair

Dawn Olney, Benzie County Clerk

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1. Approved the agenda as presented.
2. Approved the regular session minutes of September 24, 2019 as amended on page 2.
3. Presentation from Eric Kurtz, Northern Michigan Regional Entity.
4. Presentation from Kris Steinberg, US Census.
5. Approved payment of the bills in the amount of \$672,663.07, as presented.
6. Accepted the resignation of Walter "Rocky" Roch von Roschburg from the Planning Commission and the Parks and Recreation Commission with regrets.
7. Appointed John Morse to the Benzie Transportation Authority to fill the vacancy with a term expiring April 30, 2022.
8. Approved the 2020 Work Agreement and the 2019 Federal Grant Agreement with the Michigan State Policy – Emergency Management and Homeland Security Division as presented, authorizing the chairman and Emergency Management Coordinator to sign.
9. Entered closed session in accordance with MCL 15.268(a) for the County Administrator's annual evaluation, at his request.
10. Approved the County Administrator's Employment Contract for three years with changes in vacation to 20 days and 2% wage increase as of October 8, 2019, authorizing the chairman to sign.

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

Destroy Date: _____

Closed Session
October 8, 2019
County Administrator's Evaluation

Elected Officials And Department Heads



Benzie County Office of Emergency Management Emergency Management Activities October 2019

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

- 1. Region 7 Homeland Security Planning Board Meeting**
On Thursday October 3, 2019 I attended the Region 7 Homeland Security Planning Board Meeting in Grayling, MI. Discussion/training included end of the fiscal report and renewal of EMPG work agreements as well as EOC equipment grants. Thank you for Board Chair signatures to continue with the program. There are four other new Emergency Managers in the region.
- 2. CERT Activations**
CERT member (volunteers) are regularly involved/represented in trainings and meetings that I attend. I want to continue to commend them for their willingness and the time that they give to support emergency services in Benzie and surrounding counties.

Since last report, CERT assisted Empire Township with The Empire Hops festival with parking and traffic control requests.

There is no billing for CERT Services, donations towards equipment to help them do their tasks are always appreciated. However, CERT is not a replacement for law enforcement or paid security, and I will be reviewing all requests for CERT assistance to keep with the true purpose of the CERT program and Volunteer safety.
- 3. Local Planning Team Meeting – September 26, 2019**
The Local Planning Team discussed wrap ups of several public events that occurred in or traveled through Benzie County. New Business includes planning for the renewal of the Benzie County Mitigation Plan due 2020. The next LPT meeting is scheduled for October 24, 2019. This meeting will set the 2020 LPT schedule and look for Board replacements – noting the retirement of Ron Berns.
- 4. Michigan Emergency Managers Association conference:**
I attended the MEMA conference at Shanty Creek Resort, October 7-9th. I attended several training outbreaks that related to the work I do here in Benzie County. I was able to pick up good information and ideas to help me make progress.
- 6. Upcoming training and classes:**
My job description and MSP-EMHSD require that I obtain the required Michigan State Police–Emergency Management Division Emergency Management required certifications within 1 year of appointment and possess required National Incident Management course certifications within 2 years of appointment. I have been diligent in scheduling and attending these classes to meet my obligations. I am also trying to remain close and available, so I am searching for classes with less mileage. I am scheduled for an ICS 300 course in Ludington October 25-26 and a public Information Officer course in Bellaire October 29-30 and an ICS 400 Course in Ottawa County November 12-13.
- 7. Ironman 70.3 – Traverse City debrief September 18, 2019**
The Ironman bike course impacted traffic routes in Benzie County's northern tier Townships in August. Almira Township Officials, Undersheriff Rosa, Road Commission Manager Skeels and I attended the debrief and gave concerns and suggestions for future events. Overall, Benzie County did not have as many traffic concerns as Grand Traverse and Leelanau Counties. We have already been invited to the 2020 Ironman planning meeting scheduled November 12, 2019 at 9:30am in Traverse City

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BENZIE COUNTY CLERK
BELL AH, MI 49617



7. Upcoming Events

- October 21st – School Safety Work Group meeting 10am @ EOC
- October 21st – Local Emergency Planning Committee meeting 2pm @ EOC
- October 24th – Local Planning Team meeting 7pm @ EOC
- October 25-26 – ICS 300 – Ludington City Hall
- October 29-30 Public Information Officer G290 course – Forest Home Township Hall
- November 7th – Region 7 EMHSD meeting – Grayling
- November 8th – Court Security meeting 9am @ EOC
- November 11th – Veteran's Day Holiday
- November 12 -13 ICS 400 – Ottawa County EOC
- November 13th CERT monthly meeting – Manistee EOC
- November 14th – Benzie County 911 Advisory Board meeting 3pm @ EOC

Ambulance Service Report

Fleet Report

A21, Honor running good, flat tire repaired on 10/14, will be going in for a front end alignment when after a33 is complete.

A22, Backup unit: Running well

A32, Honor day car: Running well

A33, Frankfort: Oil change on 10/15, tires on 10/21, completed front end alignment will be on 10/22.

E61, Intercept Suburban: Running well.

T62, Director's Suburban: Running well.

Ambulance purchase:

We have an initial bid from RSVP on an AEV ambulance. I am waiting for a response from RSVP regarding a few questions I have on the quote. Once our group is satisfied with the quote I'll present the quote to the EMS Advisory Committee. The current BID is for \$192,426

Iron Man

BCEMS received payment on the invoiced amount of \$600.

North flight/BCEMS Mutual aid agreement

North Flight is looking to sign a mutual aid agreement with BCEMS. We included specific wording that states the requesting agency must not have any available ambulances within their county, city or townships at the time of request. While reviewing the agreement at October's EMS Advisory meeting we determined that since this agreement is only between BCEMS and North Flight, it would not preclude Manistee County from requesting mutual aid from us even if Manistee City Fire has ambulances available.

Since North Flight has taken over operations throughout Manistee County other than the city, requests for BCEMS have greatly reduced to 1-2 times a month, and we have only gone into Manistee 8 times in the last year.

It has been recommended by the EMS Advisory Committee for me to work towards an agreement with BCEMS, North Flight and Manistee County Dispatch in order to prevent repeated past practices.

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OCT 16 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

EMS
Monthly Stats
Benzie County EMS

August 2019

Total EMS Runs:	196
Total 911 calls:	157
Transfers	36
Intercepts	6
Total EMS Transport	135
Total Non-Transport	55
POH	21
Munson	114
Chest Pain:	16
Cardiac Arrest/DOA:	1
Peds:	10
Stroke:	5
Psych:	5
Alcohol/Drug/	4
Poisoning/Overdose:	
Calls per County	
Benzie:	185
Grand Traverse:	5
Leelanau:	2
Manistee:	4
Calls Per Day of Week	
Sunday	24
Monday	23
Tuesday	20
Wednesday	32
Thursday	25
Friday	38
Saturday	34

September 2019

Total EMS Runs:	174
Total 911 calls:	128
Transfers	39
Intercepts	5
Total EMS Transport	113
Total Non-Transport	58
POH	10
Munson	102
Manistee	1
Chest Pain:	15
Cardiac Arrest/DOA:	2
Peds:	13
Stroke:	6
Psych:	5
Alcohol/Drug/	3
Poisoning/Overdose:	
Calls per County	
Benzie:	166
Grand Traverse:	7
Leelanau:	0
Manistee:	1
Calls Per Day of Week	
Sunday	38
Monday	21
Tuesday	29
Wednesday	22
Thursday	20
Friday	25
Saturday	19

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BENZIE COUNTY CLERK
BEULAH, MI 49617

(A) County Name	(B) Taxable Value	(C) County Allocated		(D) Est. County Allocated / SET		(F) Est. County EV		(G) Total County Debt Rate		(H) Est. County Debt Tax Dollars		(I) Total Est. County Tax Dollars		(BB) Total RenZone Taxable Value	
		Rate / SET	Allocated / SET	Tax Dollars	Operating Rate	Oper. Tax Dollars	Debt Rate	Total County Debt Rate	Tax Dollars	Tax Dollars	Tax Dollars	Tax Dollars	Tax Dollars	Taxable Value	Taxable Value
Benzie	1,311,433,217.00	3.4479	4,521,690.58	4.4166	5,792,075.94	0.00	0.0000	0.6350	832,760.09	0.00	0.00	11,146,526.61	0.00	0.00	0.00
STATE ED. TAX	1,310,430,017.00	6.0000	7,862,580.10	0.0000											

(J) Local Unit Name	(K) Taxable Value	(L) Total Allocated / Charter		(M) Est. Local Allocated / Charter Tax		(O) Est. Local EV / GL		(P) Total Debt Rate		(Q) Est. Local Debt Tax Dollars		(R) Total Est. Local Tax Dollars		(KK) Total RenZone Taxable Value	
		Rate	Charter	Dollars	Operating Rate	Oper. Tax Dollars	GL	Rate	Tax Dollars	Tax Dollars	Tax Dollars	Tax Dollars	Tax Dollars	Taxable Value	Taxable Value
Almira	162,073,576.00	0.7228		117,146.78	2.1851	354,146.97		0.0000	0.00	0.00	0.00	471,293.75	0.00	0.00	0.00
Benzonla	225,451,581.00	0.7946		179,143.83	1.5903	358,535.65		0.0000	0.00	0.00	0.00	537,679.48	0.00	0.00	0.00
Blaine	44,247,005.00	0.7491		33,145.43	0.7300	32,300.31		0.0000	0.00	0.00	0.00	65,445.74	0.00	0.00	0.00
Collax	25,159,214.00	0.9057		22,786.70	0.9945	25,020.84		0.0000	0.00	0.00	0.00	47,807.54	0.00	0.00	0.00
Crystal Lake	175,784,166.00	0.6913		121,519.59	0.9861	173,340.77		0.0000	0.00	0.00	0.00	294,860.36	0.00	0.00	0.00
Gilmore	44,166,959.00	0.8228		36,340.57	1.8870	83,343.05		0.0000	0.00	0.00	0.00	119,683.62	0.00	0.00	0.00
Homestead	74,304,980.00	0.8967		66,629.28	1.4877	110,543.52		0.0000	0.00	0.00	0.00	177,172.80	0.00	0.00	0.00
Inland	74,934,592.00	0.7642		57,265.02	2.9463	220,779.79		0.0000	0.00	0.00	0.00	278,044.81	0.00	0.00	0.00
Joyfield	28,531,542.00	0.9866		28,149.22	0.0000	0.00		0.0000	0.00	0.00	0.00	28,149.22	0.00	0.00	0.00
Lake	257,259,542.00	0.5609		144,296.88	0.3559	91,558.67		0.0000	0.00	0.00	0.00	235,855.55	0.00	0.00	0.00
Platte	19,990,968.00	0.8507		17,006.32	1.4547	29,080.86		0.0000	0.00	0.00	0.00	46,087.18	0.00	0.00	0.00
Weldon	86,046,635.00	0.7337		63,132.42	0.9801	84,334.31		0.0000	0.00	0.00	0.00	147,466.73	0.00	0.00	0.00
Frankfort	93,482,457.00	12.7836		1,195,042.34	0.9674	90,434.93		1.8189	170,035.24	1,455,512.51	1,455,512.51	1,455,512.51	0.00	0.00	0.00
BENZONIA	18,360,443.00	9.3000		170,752.12	2.0000	36,720.89		1.0000	18,360.44	225,833.45	225,833.45	225,833.45	0.00	0.00	0.00
BEULAH	34,287,572.00	8.4000		289,387.11	0.0000	0.00		0.0000	0.00	289,387.11	289,387.11	289,387.11	0.00	0.00	0.00
ELBERTA	10,161,883.00	7.8187		79,452.71	3.1270	31,776.21		4.1700	42,375.05	153,603.97	153,603.97	153,603.97	0.00	0.00	0.00
HONOR	10,995,350.00	7.4009		81,375.49	0.0000	0.00		0.0000	0.00	81,375.49	81,375.49	81,375.49	0.00	0.00	0.00
LAKE ANN	14,132,505.00	1.4630		20,675.85	0.0000	0.00		0.0000	0.00	20,675.85	20,675.85	20,675.85	0.00	0.00	0.00
THOMPSONVILLE	6,394,474.00	7.0251		44,921.82	0.0000	0.00		0.0000	0.00	44,921.82	44,921.82	44,921.82	0.00	0.00	0.00

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BEULAH, MI 49617

10-15-19

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(A) Authority (Dist. Libraries, DDAs, Transit, Metro, Fire, etc.)	(B) Taxable Value	(C) Total Operating Rate		(D) Est. Authority Oper. Tax Dollars		(E) Total Debt Rate		(F) Est. Authority Debt Tax Dollars		(G) Est. Total Authority Tax Dollars		(H) Total RenZone Taxable Value	
		Rate		Tax Dollars		Rate		Tax Dollars		Tax Dollars		Taxable Value	
LIBRARY - BENZIE SHORES	492,354,570.00	0.6000		295,412.74		0.0000		0.00		295,412.74		0.00	
LIBRARY - BETSIE VALLEY BENZIE CO.	111,205,849.00	0.3494		38,855.32		0.0000		0.00		38,855.32		0.00	
TRANSIT - BENZIE COUNTY	1,311,433,217.00	0.4904		643,126.85		0.0000		0.00		643,126.85		0.00	

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12-15-19

(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)	(M)	(BB)	(N)
Local K12 School District Name	Total Taxable Value	NonHomestead Taxable Value	Total Commercial Personal Taxable Value	HH / Supplemental Rate	Est. HH / Supplemental Tax Dollars	Non Homestead Operating Rate	Est. NH Operating Tax Dollars	Total Debt / Sinking Fund / Bldg Site Rate	Est. Debt / Sinking Fund / Bldg Site Tax Dollars	Total Recreational Rate	Est. Recreational Tax Dollars	Total Est. Local K12 School Tax Dollars	Total Taxable Value	Homestead Comm.Pers. Operating Rate
BENZIE COUNTY CENTRAL SCH	788,261,699.00	400,685,909.00	6,612,900.00	0.0000	0.00	18.0000	7,252,023.76	2,4669	1,968,210.64	0.0000	0.0000	9,220,234.40	0.00	6.0000
FRANKFORT AREA SCHOOLS	484,434,031.00	315,834,259.00	8,640,800.00	0.0000	0.00	18.0000	5,736,861.46	1,5200	736,339.73	0.0000	0.0000	6,473,201.19	0.00	6.0000
GLEN LAKE COMMUNITY SCH DIST	508,625.00	136,189.00	0.00	0.0000	0.00	15.0696	2,052.31	1.0700	544.23	0.0000	0.0000	2,596.54	0.00	3.0696
TRAVERSE CITY SCHOOL DIST.	38,228,862.00	4,991,216.00	5,400.00	0.0000	0.00	18.0000	89,874.29	3.1000	118,509.47	0.0000	0.0000	208,383.76	0.00	6.0000

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(A) Community College Name	(B) Taxable Value	(C) Total Operating Rate	(D) Est. Community College Oper. Tax Dollars	(E) Total Debt Rate	(F) Est. Community College Debt Tax Dollars	(G) Est. Total Community College Tax Dollars	(BB) Total RenZone Taxable Value		
(H) Intermediate School District Name TRAVERSE BAY	(I) Taxable Value 1,311,433,217.00	(J) ISD Allocated Rate 0.1943	(K) Est. ISD Allocated Tax Dollars 254,811.47	(L) ISD Total EV Operating Rate 2.7218	(M) Est. ISD EV Operating (Spec Ed/Voc/Enh) Tax Dollars 3,569,458.93	(N) ISD Total Debt Rate 0.0000	(O) Est. ISD Debt Tax Dollars 0.00	(P) Est. Total ISD Tax Dollars 3,824,270.40	(II) Total RenZone Taxable Value 0.00

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Township / City	Village	School Code	Local School District	Total		Total Homestead		Total		Total Homestead		Total	
				Property Tax Rate	NonHomestead Property Tax Rate	Property Tax Rate	NonHomestead Property Tax Rate	Property Tax Rate	NonHomestead Property Tax Rate	Property Tax Rate	NonHomestead Property Tax Rate	Property Tax Rate	NonHomestead Property Tax Rate
Almira		10015	BENZIE COUNTY CENTRAL SCH	23.3108	41.3108	23.3108	41.3108	23.3108	41.3108	23.3108	41.3108	23.3108	41.3108
Almira	LAKE ANN	10015	BENZIE COUNTY CENTRAL SCH	24.7738	42.7738	24.7738	42.7738	24.7738	42.7738	24.7738	42.7738	24.7738	42.7738
Almira		28010	TRAVERSE CITY SCHOOL DIST.	23.9139	41.9139	23.9139	41.9139	23.9139	41.9139	23.9139	41.9139	23.9139	41.9139
Almira	LAKE ANN	28010	TRAVERSE CITY SCHOOL DIST.	25.3769	43.3769	25.3769	43.3769	25.3769	43.3769	25.3769	43.3769	25.3769	43.3769
Benzonia		10015	BENZIE COUNTY CENTRAL SCH	22.7878	40.7878	22.7878	40.7878	22.7878	40.7878	22.7878	40.7878	22.7878	40.7878
Benzonia	BENZONIA	10015	BENZIE COUNTY CENTRAL SCH	35.0878	53.0878	35.0878	53.0878	35.0878	53.0878	35.0878	53.0878	35.0878	53.0878
Benzonia	BEULAH	10015	BENZIE COUNTY CENTRAL SCH	31.2278	49.2278	31.2278	49.2278	31.2278	49.2278	31.2278	49.2278	31.2278	49.2278
Blaine		10015	BENZIE COUNTY CENTRAL SCH	22.4820	40.4820	22.4820	40.4820	22.4820	40.4820	22.4820	40.4820	22.4820	40.4820
Blaine		10025	FRANKFORT AREA SCHOOLS	21.5051	39.5051	21.5051	39.5051	21.5051	39.5051	21.5051	39.5051	21.5051	39.5051
Colfax		10015	BENZIE COUNTY CENTRAL SCH	22.6525	40.6525	22.6525	40.6525	22.6525	40.6525	22.6525	40.6525	22.6525	40.6525
Colfax		10015	BENZIE COUNTY CENTRAL SCH	29.6776	47.6776	29.6776	47.6776	29.6776	47.6776	29.6776	47.6776	29.6776	47.6776
Crystal Lake		10025	FRANKFORT AREA SCHOOLS	21.7034	39.7034	21.7034	39.7034	21.7034	39.7034	21.7034	39.7034	21.7034	39.7034
Gilmore	THOMPSONVILLE	10015	BENZIE COUNTY CENTRAL SCH	23.7127	41.7127	23.7127	41.7127	23.7127	41.7127	23.7127	41.7127	23.7127	41.7127
Gilmore		10025	FRANKFORT AREA SCHOOLS	22.7358	40.7358	22.7358	40.7358	22.7358	40.7358	22.7358	40.7358	22.7358	40.7358
Gilmore	ELBERTA	10025	FRANKFORT AREA SCHOOLS	37.8515	55.8515	37.8515	55.8515	37.8515	55.8515	37.8515	55.8515	37.8515	55.8515
Homestead		10015	BENZIE COUNTY CENTRAL SCH	22.7873	40.7873	22.7873	40.7873	22.7873	40.7873	22.7873	40.7873	22.7873	40.7873
Homestead	HONOR	10015	BENZIE COUNTY CENTRAL SCH	30.1882	48.1882	30.1882	48.1882	30.1882	48.1882	30.1882	48.1882	30.1882	48.1882
Inland		10015	BENZIE COUNTY CENTRAL SCH	24.1134	42.1134	24.1134	42.1134	24.1134	42.1134	24.1134	42.1134	24.1134	42.1134
Joyfield		10015	BENZIE COUNTY CENTRAL SCH	21.3895	39.3895	21.3895	39.3895	21.3895	39.3895	21.3895	39.3895	21.3895	39.3895
Lake		10015	BENZIE COUNTY CENTRAL SCH	21.3197	39.3197	21.3197	39.3197	21.3197	39.3197	21.3197	39.3197	21.3197	39.3197
Lake		10025	FRANKFORT AREA SCHOOLS	20.9428	38.9428	20.9428	38.9428	20.9428	38.9428	20.9428	38.9428	20.9428	38.9428
Platte		10015	BENZIE COUNTY CENTRAL SCH	22.7083	40.7083	22.7083	40.7083	22.7083	40.7083	22.7083	40.7083	22.7083	40.7083
Platte		45010	GLEN LAKE COMMUNITY SCH DIST	21.2814	36.3510	21.2814	36.3510	21.2814	36.3510	21.2814	36.3510	21.2814	36.3510
Weldon		10015	BENZIE COUNTY CENTRAL SCH	22.4661	40.4661	22.4661	40.4661	22.4661	40.4661	22.4661	40.4661	22.4661	40.4661
Weldon	THOMPSONVILLE	10015	BENZIE COUNTY CENTRAL SCH	29.4912	47.4912	29.4912	47.4912	29.4912	47.4912	29.4912	47.4912	29.4912	47.4912
Frankfort		10025	FRANKFORT AREA SCHOOLS	35.5959	53.5959	35.5959	53.5959	35.5959	53.5959	35.5959	53.5959	35.5959	53.5959

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Local Municipality (Twp/City/Vlg)	ALL Purpose(s) of Qualifying Special Assessment Millage Rates for the Local Municipality Listed	Total of All Special Assessment Rates Levied UNITWIDE
Crystal Lake	Fire – 119	0.5000

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

Please turn off your cell phones and any other electronic devices

Call to Order
Prayer of Invocation
Pledge of Allegiance
Roll Call

Approval of the October 16, 2019 Agenda
Approval of Minutes from the previous meeting – September 18, 2019
Suggestion Box Contents
Public Input (Limit of 3 minutes for individual presentation and 15 minutes for group presentation)
Finance Committee Report - Approval of BSR Financial Statements for September 2019

Annual Meeting Action Items

- a. Re-Election of 5 Board of Directors
- b. Schedule 2020 Board of Directors Meeting Dates
- c. Committee Appointments
 1. Finance
 2. Fund Development/Marketing
 3. Program and Personnel
 4. Agency/Building Needs
 5. Nominating

Continue with normal Board of Directors Meeting

Information Items

- A. Directors Report – September 2019/October 2019
- B. Program/Services Report – August 2019
- C. Senior Center Update – August 2019/September 2019
- D. Board of Commissioners Update

Action Items

1. Bad Debt Write Off

New Business

1. Review/Recommendations of the Evening Meal served on September 25th
2. Review results of the New to Home Delivered Meals Client Survey and new revisions

Old Business

1. Fund Development Update
 - a. Walk-a-Thon Final Report
 - b. Update on Year-End Appeal Programs
 - c. Jamie Gray Group Golf Outing Fundraising Event for June 2020

Public Comment

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

Board Round Table Discussion/Evaluation of Meeting

Adjourn

RECEIVED

OCT 16 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

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

NEXT MEETING

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

BENZIE SENIOR RESOURCES

BOARD OF DIRECTORS

MEETING MINUTES

SEPTEMBER 18, 2019

Chair Beverly Holbrook called the meeting to order at 4:35 p.m. Prayer of invocation was said by Al Amstutz. Pledge of Allegiance was said by all members and guests. Roll Call: Beverly Holbrook, Nancy Mullen-Call, Deborah Rogers, (left early, 5:25 p.m.) Al Amstrutz, Jane Elzerman, Barbara Johnson and Denise Favreau. Excused: Leo Hughes and Rosemary Russell. Absent: Ron Dykstra. Also, present: Doug Durand, Sabra Boyle and Commissioner Sherry Taylor. Deborah Rogers announced that she will be gone for the October 16th meeting.

Approval of the September 18, 2019 Agenda: Added under New Business (4) Resignation. Motion by Nancy, supported by Jane to approve the agenda as amended. MOTION CARRIED.

Approval of Minutes from the August 21, 2019 meeting: A correction was made under Dining Out program-should read "215 customers purchased 589 vouchers in July 2019. Motion by Nancy, supported by Al to approve the minutes from August 21st as corrected. MOTION CARRIED.

Suggestion Box Contents: Empty

Public Input: None

Finance Committee Report-Approval of BSR Financial Statement for August 2019: Doug reports that August 2019 ended with a deficit of \$29,470; revenues were up by 2.1% or \$3,432; expenses were up by 0.5% or \$945 due to Accounting fees, salary/wages, events, computer expense, fringe benefits, postage, food, volunteer expense, travel/mileage, utilities, equipment/repairs, outdoor maintenance & HDM vehicle maintenance/gas. We end the Fiscal Year caught up with payments to MERS. Also, with the partial Government shutdown for the State of Michigan, the check that we receive from Michigan may be put on hold. Motion by Denise, supported by Deborah to approve the BSR Financial Statements for August, 2019. MOTION CARRIED.

INFORMATION ITEMS:

- A. Director's Report-August 2019/September 2019: Doug reports that he is on the Benzie County Chamber of Commerce Selection Committee for this year's nomination for Outstanding Business and Community Impact Awards to be presented in November. The billboards for Medicare Open Enrollment will be placed from the beginning of October through November. They will be visible at the bottom of the hill going out/coming into

Honor and on U.S. 31 south of Benzonia. PACE North has officially been approved from CMS to start receiving clients. The goal is 10 people per month. Doug met with them Tuesday, Sept. 17th to review their referral process.

- B. Program/Services Report-August 2019: Home delivered meals-4,594 meals were provided to 148 clients. YTD down 2.5% compared to FY 2018, and up 12.6% compared to FY 2017. Congregate Meals-1,811 meals served. YTD 14% reduction compared to FY 2018. Dining Out Program-204 customers purchased 561 vouchers. For FY 2019, the number will remain consistent, but the number of vouchers bought will be 25% less due to the reduction in the amount available. Homemaker Program-412 service unites were provided to 128 (new record) clients. Compared to FY 2018, we are even, and up 22% compared to FY 2017. Lawn Chore-166 mows provided, up 7.6% compared to FY 2018, and up 6.5% compared to FY 2017. Guardian Medical Monitoring-30 clients receive this service at no cost with thirteen on the waiting list. Senior Project Fresh-All the \$20 coupon books have been distributed this year. Benzie Bus Punch Cards-165 bus passes issued, representing 1,980 rides for the month. YTD up 4.3% compared to FY 2018, and up 16.3% compared to FY 2017. Information & Assistance-The agency handled 702 calls in August. YTD the number of phone calls is even with FY 2018, and a 1.5% increase compared to FY 2017. MMAPS-Fourteen people were helped with Medicare/Medicaid needs in August. There was no scheduled hearing clinic in August. However, Advanced Hearing will once again be providing free hearing tests. Estate Planning-Four people were provided estate-planning counseling at no cost. Senior Companion Program-currently has seven clients benefiting from this program. Foot Care-Thirty-three people were provided foot care; two clients were seen in their homes. Benzie Senior Dental Program-Four visits were paid for dental care. Emergency Senior Essential Needs Fund-One client received financial assistance for a new 911 address sign. The Gathering Place Senior Center-Offered 20 core activities and one special event that 727 cumulative number of people participated in. The top activities for August: Music Programs, card/board games/crafts; exercise groups; health, wellness and educational and day trips. Activity attendance is down 3.5% compared to August 2018. In-Home Services-Number of in-home clients is up 12.4% compared to 2018. Total number of service hours is up 5.6% and in-home care visits up 10.6% compared to 2018.
- C. Senior Center Updates-August 2019/September 2019: Busy as usual. Dawn attended the 1st Annual Relative Care Day/Kinship Care Day, Sept. 18th, at the State Capital in Lansing. She met with Senators Curt VanderWall and Wayne Schmidt and State Representative Jack O'Malley. 10 people were signed up to go with her.
- D. Board of Commissioners Update: Commissioner, Sherry Taylor, reports that the county is still working on the budget.

ACTION ITEMS:

1. Client Survey's-Board Member Participation: Doug will send out letters to clients letting them know we will be calling to conduct a Home Delivered Meals survey. Callers will be Bev, Jane, Nancy, Deborah and Denise.
2. Pay Out of Earned Time Off Consideration: Motion by Deborah, supported by Jane to approve to pay any number of hours over the carry over amount of PTO to employees. Roll Call vote: All Ayes: Jane Elzerman, Nancy Mullen-Call, Barbara Johnson, Deborah Rogers, Al Amstrutz, Denise Favreau and Beverly Holbrook. Absent: Leo Hughes, Ron Dykstra and Rosemary Russell. MOTION CARRIED.

NEW BUSINESS:

1. Annual Business Meeting: October 16, 2019
2. Renewal of Board of Directors 3-Year Terms: Denise and Beverly will call board members
3. Discussion on Celebrating Milestone Years for 2020-Yes there will be a celebration. 2020 is the 40th year of the Walk-A-Thon. Jean Bowers and Dawn Olney did some research: Benzie Home Health Care started in 1975; Commission on Aging started October, 1974.
4. Resignation: it is with deep regret that we accepted the resignation of Barbara Johnson. Thank you, Barb, for your service on the board.

OLD BUSINESS:

1. Approval of the Nutritional Programs for 2020-2022 with AAANM: Voted to approve our Submission letter, we are locked in with AAANM for three more years.
2. Walk-A-Thon Wrap-Up: Sabra reported we have \$20,515 + so far.
3. Fund Development Update: Appeal letters are done and will be sent out Sept. 19th.

PUBLIC COMMENT: None

BOARD ROUND TABLE DISCUSSION/EVALUATION OF MEETING: Good meeting.

Adjourned: 5:38 p.m.

Respectfully Submitted

Denise Favreau, BSR Board Secretary

NEXT MEETING

October 16, 2019 @ 4:30 p.m.

The Gathering Place Senior Center

Honor, Michigan

**Benzie Senior Resources
Executive Directors Report
September 2019 – October 2019**

- Snow Removal Program Update – We have 10 contractors signed up to provide this service. This will be the most contractors we have used. The season will run from November 11, 2019 – April 30, 2020.
- Client participation in the Home Delivered Meals Client Satisfaction Survey has been good with 55% returned in less than 2 weeks.
- An ad hoc committee of several employees were asked to come up with a plan on Employee Recognition. Their plan was reviewed by the Management Team and those suggestions will be implemented starting January 1, 2020.
- In our continued partnership with Benzie Area Christian Neighbors (BACN), a new Client Satisfaction Survey was sent to neighbors that receive 2x a month a large red bag full of food items to help improve their nutritional risks of food insecurity. I will share those results once the returned surveys are tabulated.
- It's that time of year to start planning for the Holiday Christmas Gift Bag Program for over 200 homebound seniors in the county. Letters have been sent out to previous churches that have participated in this project.
- Dawn and I have been working on a new Policy and Procedure Manual for The Gathering Place Senior Center. The manual is going through the final review and the goal is to start distributing them by the end of October.
- The Home Delivered Meals 5-Day Emergency Shelf Stable Food Boxes will be delivered on October 24th. The goal is to start sending them out during the week of October 28th.
- I will be attending the Michigan Directors of Services to the Aging Annual Conference on October 24th & 25th.

Volunteer Programs

One new volunteer started in the last 30 days. We have volunteers that took off during the summer are now coming back. Several that have been off due to medical needs are now coming back. We will start to lose some volunteers as they leave for their winter residence.

Legislative Update

Federal Funding

Fiscal Year 2020 is starting off just like the previous years with a Continuing Resolution to keep the government open until November 21, 2019. Our funding will remain at Fiscal Year 2019 levels until the budget is resolved.

State Funding

The State's 2020 Budget has been signed and the programs funded through the Older Michiganians Act did not sustain any veto's from Governor Whitmer. However, there was a new budget line item for

some funding for senior centers and that was a veto item. Currently it is in discussion to reinstate the funding as part of the compromise budget discussion over the Governor's veto's. Funding for senior centers were taken away in 2008 and has been a battle getting some funds restored.

Program Report for September 2019

Nutritional Programs

Home Delivered Meals

Home Delivered Meals – 4,290 meals were provided to 148 clients in September 2019. **For the year we are down 3.3% as compared to FY'2018 and up 11.2%% as compared to FY'2017.**

(Since May of this year, we have been focused on establishing a higher standard of clients qualifying for the HDM program, especially on re-assessments when clients start off with the HDM after coming home from the hospital or rehab. Some do make a significant improvement which in turn disqualifies them as homebound as they can make their own meals and/or obtaining their own groceries.)

Congregate Meals

The Gathering Place served 1,812 meals in September 2019. For FY'2019, a total of 20,545 meals were provided. **For the year we had a reduction of 13.5% as compared to the FY'2018.**

In the 10 County Region of NW Michigan, Benzie County is number 8 for total 60+ population, but we are number 4 in the number of Congregate Meals served and number 3 in the number of Home Delivered Meals served. This emphasizes how successful our nutritional programs are and the benefit to the seniors of Benzie County.

Other Programs/Services

Dining Out Program – 174 customers purchased 470 vouchers in September 2019. **For Fiscal Year 2019, the number of clients will remain consistent, but the number of vouchers bought will be 25% less due to the reduction in the amount available. The reduction was done to place additional funds in the Home Delivered Meals Program to meet the additional client needs and rising costs of purchased food. Number of vouchers budgeted for FY'2019 was 6,120 and actual total of vouchers purchased was 5,797.**

Homemaker Program – 516 service units were provided to 127 clients (waiting list started in Sept 2019) in September 2019. **Compared to Fiscal Year 2018, the program increased 1% and up 9.8% as compared to Fiscal Year 2017. Another record year for the Homemaking Program!**

Lawn Chore – 222 mows were provided in September 2019. **For the season, we are up 19% as compared to Fiscal Year 2018 and up 5.6% as compared to Fiscal Year 2017. This is a record year for the number of clients and mowings provided!**

Guardian Medical Monitoring – Thirty-three clients receive this service at no cost to them. Ten clients are currently on the waiting list. **This is the highest number of clients we have assisted in paying for their units.**

Senior Project Fresh – In September we distributed 36 booklets for a grand total of 240 for the season. **This is a record amount of coupon booklets that we dispersed.**

Benzie Bus Punch Cards – 142 bus passes were issued to customers in September 2019. This represents 1,704 rides for the month. **Compared to 2018, we are up 4.5% and up 17% as**

compared to Fiscal Year 2017. This was a record year for the number of clients and number of bus passes issued. For the year, 20,424 rides were provided through BSR for the seniors.

Information & Assistance - The agency handled 792 calls in September 2019 regarding Information and Assistance for services and questions related to older adults. **Compared to FY 2018, the number of calls is down less than 0.5% and up 1.8% as compared to FY 2017.**

MMAPS – Fifteen individuals were helped with their Medicare/Medicaid needs in September 2019. **The MMAP's program showed a 15% increase in number of hours provided to 185 clients for FY'2019.**

Hearing Clinic – There was no scheduled hearing clinic in September 2019. But a new collaborative partnership has been established with Advanced Hearing in Benzonia.

Estate Planning – Six individuals were provided estate-planning counseling in September 2019 at no cost to the clients.

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

Foot Care – Thirty-eight individuals were provided foot care at the clinics and eleven clients were seen in their homes in September 2019.

Benzie Senior Dental Program – Nine individuals received financial assistance for their dental care in September 2019.

Emergency Senior Essential Needs Fund – Four clients received financial assistance for wood delivery, water line work, eye glasses and medical supplies in September 2019.

The Gathering Place Senior Center – In September 2019, The Gathering Place Senior Center offered eighteen core activities and three special events that 684-cumulative number of individuals participated in. The top attended activities for September 2019 were: Music Programs; Card Games/Board Games/Crafts; Fitness & Exercise Groups; Health, Wellness and Educational and Day Trips. A large music activity was cancelled due to an illness with the lead musician in September. **For the year, the Activity attendance is down 10.5% as compared to FY 2018.**

In-Home Services for September 2019 – Number of in-home care service clients is up 11.3% as compared to FY 2018. **This is a record number of clients served since the merger in October 2016.** Total number of in-home care service hours is up 4.4% as compared to 2018. **This is a record number of service hours provided since the merger in October 2016.** Total number of in-home care visits is up 8.6% as compared to 2018. **This is a record number of client visits since the merger in October 2016.**

Number of Home Health Care Clients

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

May 2019	26	52	4	82
June 2019	25	50	8	83
July 2019	22	50	4	76
August 2019	23	56	3	82
September 2019	26	61	3	90

Client Total Hours

Month	Medicaid Waiver and Care Management	Sliding Scale Fee	Private Pay & Long-Term Care Insurance	Assessments	Total Hours
October 2018	597.5	613	171.25	57.75	1439.5
November 2018	635.50	650.75	0	58	1344.25
December 2018	632	649	0	18	1299
January 2019	709.25	147.5	162.25	16	1035
February 2019	650	473	153.25	14	1290.25
March 2019	695.75	516.25	115.5	46	1373.5
April 2019	700	573.25	127.5	41	1441.75
May 2019	799	554.25	33.5	38	1424.75
June 2019	881.75	457.25	53.25	12	1404.25
July 2019	576.75	456.25	82.25	55	1170.25
August 2019	598.75	519	51.5	40	1209.25
September 2019	584.25	501.75	30.25	39	1155.25
TOTALS	8060.50	6111.25	980.50	434.75	15587

Client Total Visits

	RN Assess	RN Med Management	Personal Care	Respite	Homemaking	Foot Care-in home	Totals
October 2018	58	37	661	100	24	63	943
November 2018	58	43	543	89	37		777
December 2018	18	27	658	15	2	6	726
January 2019	16	36	470	23	10	6	561
February 2019	14	38	592	38	10	11	703
March 2019	46	41	594	61	1	3	746
April 2019	41	46	623	55	10	10	785
May 2019	38	57	638	60	22	5	820
June 2019	12	50	550	61	3	5	681
July 2019	55	54	519	54	9	10	701
August 2019	40	62	535	63	9	2	711
September 2019	39	53	498	63	14	13	0
TOTALS	435	544	6881	682	151	141	8834

Respectfully submitted,

Douglas Durand

BENZIE SENIOR RESOURCES
Statement of Financial Position
As of September 30, 2019

	<u>Sep 30, 19</u>
ASSETS	
Current Assets	
Checking/Savings	
001 · STATE SAVINGS BANK CHECKING	307,248.49
003 · STATE SAVINGS BANK HRA	1,778.08
009 · STATE SAVINGS BANK MM	177,483.36
Total Checking/Savings	<u>486,509.93</u>
Accounts Receivable	
1200 · Accounts Receivable	38,734.50
Total Accounts Receivable	<u>38,734.50</u>
Other Current Assets	
109 · INVENTORY	10,743.66
Total Other Current Assets	<u>10,743.66</u>
Total Current Assets	<u>535,988.09</u>
Fixed Assets	
150 · BUILDING	480,375.70
151 · VEHICLES	148,712.00
152 · EQUIPMENT	100,289.95
157 · LAND IMPROVEMENTS	1,800.00
160 · ACCUMULATED DEPRECIATION	<u>(340,952.92)</u>
Total Fixed Assets	<u>390,224.73</u>
TOTAL ASSETS	<u><u>926,212.82</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	24,332.53
Total Accounts Payable	<u>24,332.53</u>
Other Current Liabilities	
2100 · Payroll Liabilities	10,163.78
220 · ACCRUED VACATION LIABILITY	37,653.28
224 · DUE TO CHARITY-EMPLOYEE FUNDED	105.82
238 · AFLAC PAYABLE	154.26
239 · ACCRUED WAGES	21,172.22
Total Other Current Liabilities	<u>69,249.36</u>
Total Current Liabilities	<u>93,581.89</u>
Long Term Liabilities	
Lease Payable	4,624.31
250 · MORTGAGE PAYABLE	126,781.92
260 · NET PENSION LIABILITY	552,311.00
Total Long Term Liabilities	<u>683,717.23</u>
Total Liabilities	<u>777,299.12</u>
Equity	
3000 · Opening Bal Equity	160,329.63
3900 · Retained Earnings	<u>(16,384.50)</u>
Net Income	4,968.57
Total Equity	<u>148,913.70</u>
TOTAL LIABILITIES & EQUITY	<u><u>926,212.82</u></u>

BENZIE SENIOR RESOURCES
Statement of Financial Income & Expense
September 2019

	Sept 2019	Budget	\$ Change
ORDINARY INCOME/EXPENSE			
INCOME			
519.03 · TITLE III C2 INCOME	10,471.86	8,144.00	2,327.86
519.04 · FEDERAL USDA	0.00	0.00	0.00
519.05 MIPPA (MMAP)	400.00	0.00	400.00
540 · GRANTS	0.00	0.00	0.00
561 - HDM WAIVER	1,859.00	950.00	909.00
642 · CHARGES FOR SERVICES/CONT	1,986.50	2,175.00	(188.50)
642.01 · FEE FOR SERVICE/CHORE	595.00	500.00	95.00
642.02 · FEE FOR SERVICE/HOMEMAKER	2,821.00	3,400.00	(579.00)
642.03 - FEE FOR SERV/SNOW REMOVAL	0.00	0.00	0.00
642.1 - FEE FOR SLIDING SCALE CLIENTS	11,657.25	5,000.00	6,657.25
642.05 - FEE FOR PRIVATE PAY & INS	1,418.75	1,460.00	(41.25)
670 - CLIENT INCOME	29,845.90	10,500.00	19,345.90
673 · NEWSLETTER SUB	50.00	60.00	(10.00)
675 · DONATIONS	9,184.96	9,095.00	89.96
676 · MILLAGE	88,723.00	88,723.00	0.00
680 · VOLUNTEER WAGES (IN-KIND).	5,572.50	7,000.00	(1,427.50)
677 - FUNDRAISING	5,915.00	1,500.00	4,415.00
681 - IN-KIND (non-volunteer)	698.38	525.00	173.38
690 - TRIP INCOME	10,827.00	17,800.00	(6,973.00)
691 - MISC INCOME	0.00	0.00	0.00
TOTAL INCOME	182,026.10	156,832.00	25,194.10
GROSS PROFIT	182,026.10	156,832.00	25,194.10
EXPENSE			
700 - ACCOUNTING FEES	0.00	0.00	0.00
705 · SALARY AND WAGES	84,525.14	63,423.00	21,102.14
708 · PAYROLL TAX EXPENSE	6,777.20	6,140.00	637.20
709 · EDUCATION/TRAINING	100.00	55.00	45.00
710 · EVENTS	338.76	178.00	160.76
715 · CLOTHING ALLOWANCE	224.76	0.00	224.76
717 · DUES/SUBSCRIPTIONS	0.00	0.00	0.00
720 - BAD DEBT	0.00	0.00	0.00
721 · COMPUTER EXPENSES	3,813.11	2,080.00	1,733.11
725 · FRINGE BENEFITS	56,144.70	9,308.00	46,836.70
726 - FUNDRAISING/MARKETING EXP	1,170.71	190.00	980.71
727 · SUPPLIES	2,046.67	2,332.00	(285.33)
727.2 · OFFICE EXP	753.19	916.00	(162.81)
727.3 - POSTAGE	0.00	630.00	(630.00)
727.4 - ADVERTISING	319.90	550.00	(230.10)
740 · FOOD	15,223.82	12,200.00	3,023.82
819 · CONTRACTUAL	29,235.06	26,244.00	2,991.06
820 · VOLUNTEER WAGES (IN-KIND)	5,572.50	7,000.00	(1,427.50)
825 · VOLUNTEER EXPENSES	1,014.00	590.00	424.00
850 · TELEPHONE	282.22	450.00	(167.78)
861 · TRAVEL/MILEAGE/GAS	2,690.20	1,425.00	1,265.20
900 · INTEREST EXPENSE	258.96	405.00	(146.04)
910 · INSURANCE	2,652.00	2,800.00	(148.00)
915 · PROJECTS	887.70	1,000.00	(112.30)
920 · UTILITIES	1,650.99	2,250.00	(599.01)

BENZIE SENIOR RESOURCES
Statement of Financial Income & Expense
September 2019

	<u>Sept 2019</u>	<u>Budget</u>	<u>\$ Change</u>
940 · DEPRECIATION EXPENSE	3,556.20	2,700.00	856.20
980 · EQUIPMENT/REPAIRS	2,952.48	1,590.00	1,362.48
980.1 - OUTDOOR MAINTENANCE	155.02	155.00	0.02
981 · HDM VEHICLE MAINT/GAS	951.00	1,375.00	(424.00)
980.2 - INDOOR MAINTENANCE	29.96	190.00	(160.04)
991 - TRIP EXPENSE	25,365.00	16,800.00	8,565.00
CAPITAL IMPROVEMENT EXPENSE	0.00	0.00	0.00
			0.00
TOTAL EXPENSE	<u>248,691.25</u>	<u>162,976.00</u>	<u>85,715.25</u>
NET ORDINARY INCOME	(66,665.15)	(6,144.00)	(60,521.15)
OTHER INCOME/EXPENSES			
OTHER INCOME			
990 · INTEREST/DIVIDEND INCOME	57.10	15.00	42.10
999 - OTHER INCOME	<u>395.56</u>	<u>0.00</u>	<u>395.56</u>
TOTAL OTHER INCOME	<u>452.66</u>	<u>15.00</u>	<u>437.66</u>
OTHER EXPENSE			
999.1 · OTHER EXPENSE	188.63	90.00	98.63
99999 - LEGAL EXPENSE	<u>0.00</u>	<u>250.00</u>	<u>(250.00)</u>
TOTAL OTHER EXPENSE	<u>188.63</u>	<u>340.00</u>	<u>(151.37)</u>
NET OTHER INCOME	<u>264.03</u>	<u>(325.00)</u>	<u>589.03</u>
NET INCOME	<u>(66,401.12)</u>	<u>(6,469.00)</u>	<u>(59,932.12)</u>

BENZIE SENIOR RESOURCES
Statement of Financial Income & Expense
Oct 2018 - Sept 2019

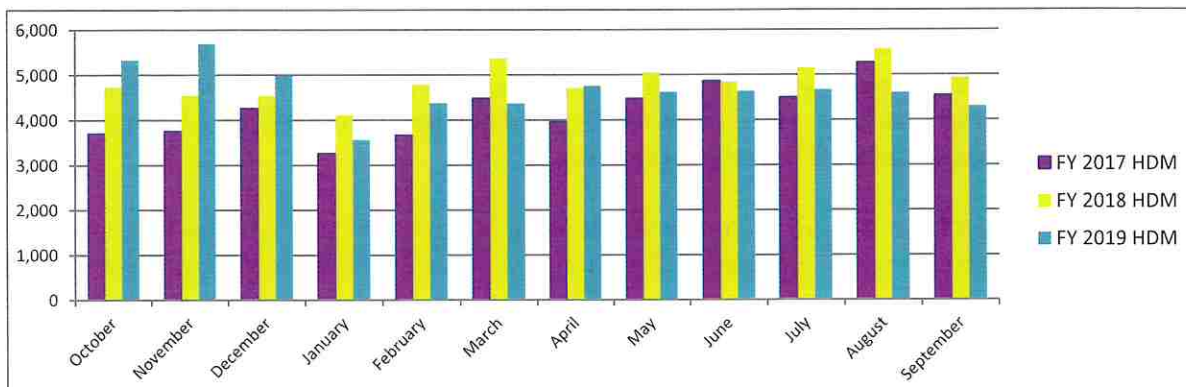
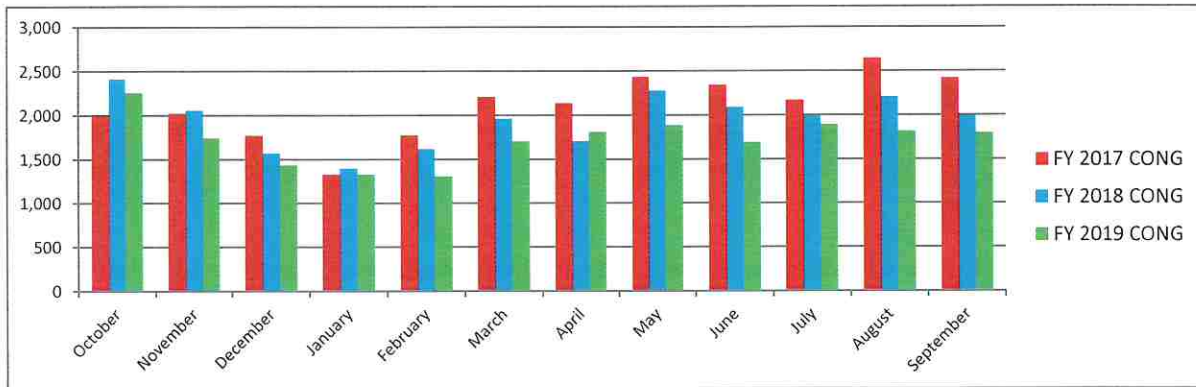
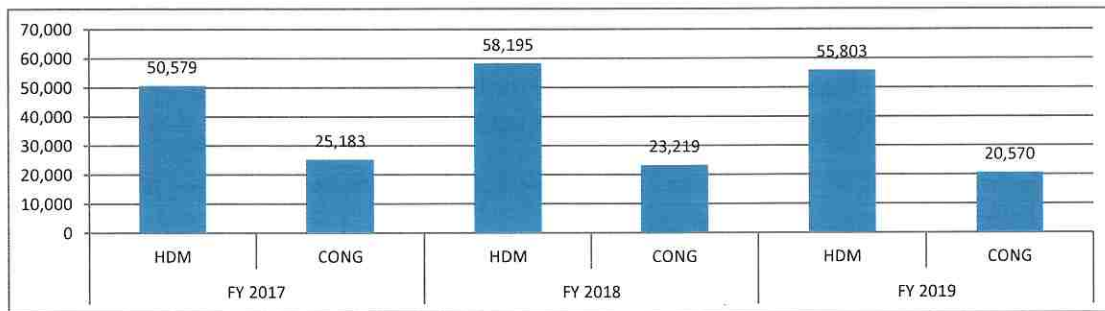
	<u>Oct-Sept 19</u>	<u>Budget</u>	<u>\$ Change</u>	Percent Received or Expended
Ordinary Income/Expense				
Income				
519.03 · TITLE III C2 INCOME	104,797.00	97,700.00	7,097.00	107.3%
519.04 · FEDERAL USDA	56,514.02	56,500.00	14.02	100.0%
519.05 MIPPA (MMAP)	3,950.00	2,550.00	1,400.00	155.0%
540 · GRANTS	52,800.00	94,000.00	(41,200.00)	56.2%
561 - HDM Waiver	9,754.00	11,400.00	(1,646.00)	85.6%
642 · CHARGES FOR SERVICES/CONT	24,847.77	26,050.00	(1,202.23)	95.4%
642.01 · FEE FOR SERVICE/CHORE	12,581.00	14,040.00	(1,459.00)	89.6%
642.02 · FEE FOR SERVICE/HOMEMAKER	30,081.00	31,200.00	(1,119.00)	96.4%
642.03 · FEE FOR SERVICE/SNOW REMOVA	15,520.00	24,000.00	(8,480.00)	65.0%
642.1 - FEE FOR SLIDING SCALE CLIENTS	69,729.50	60,000.00	9,729.50	116.2%
642.05 - FEE FOR PRIVATE PAY & INS	18,937.25	17,000.00	1,937.25	111.4%
670 - Client Income	149,464.35	126,000.00	23,464.35	118.6%
673 · NEWSLETTER SUB	330.00	720.00	(390.00)	46.0%
675 · DONATIONS	121,354.49	109,000.00	12,354.49	113.3%
676 · MILLAGE	1,064,676.00	1,064,676.00	0.00	100.0%
680 · VOLUNTEER WAGES (IN-KIND).	67,806.00	78,100.00	(10,294.00)	87.0%
677 - Fundraising	89,519.39	75,000.00	14,519.39	119.4%
681 - In-Kind (non-volunteer)	8,022.57	6,300.00	1,722.57	127.3%
690 - Trip Income	53,890.00	45,600.00	8,290.00	118.2%
691 - MISC INCOME	2,835.00	1,500.00	1,335.00	189.0%
Total Income	<u>1,957,409.34</u>	<u>1,941,336.00</u>	<u>16,073.34</u>	100.8%
Gross Profit	1,957,409.34	1,941,336.00	16,073.34	
Expense				
700 - ACCOUNTING FEES	7,450.00	7,300.00	150.00	102.0%
705 · SALARY AND WAGES	840,049.73	824,500.00	15,549.73	101.9%
708 · PAYROLL TAX EXPENSE	76,350.65	79,825.00	(3,474.35)	96.0%
709 · EDUCATION/TRAINING	2,682.50	5,000.00	(2,317.50)	53.7%
710 · EVENTS	5,610.76	3,400.00	2,210.76	166.0%
715 · CLOTHING ALLOWANCE	2,112.26	1,000.00	1,112.26	211.2%
717 · DUES/SUBSCRIPTIONS	3,009.26	3,050.00	(40.74)	98.7%
720 - BAD DEBT	16.00	0.00	16.00	160.0%
721 · COMPUTER EXPENSES	26,350.18	24,950.00	1,400.18	105.6%
725 · FRINGE BENEFITS	163,758.43	120,860.00	42,898.43	135.5%
726 - FUNDRAISING/MARKETING EXP	6,007.76	6,500.00	(492.24)	92.4%
727 · SUPPLIES	27,969.15	28,000.00	(30.85)	99.9%
727.2 · OFFICE EXP	11,860.08	11,000.00	860.08	107.8%
727.3 - POSTAGE	4,007.92	3,620.00	387.92	110.6%
727.4 - ADVERTISING	4,254.83	6,500.00	(2,245.17)	65.4%
740 · FOOD	176,826.46	165,000.00	11,826.46	107.2%
819 · CONTRACTUAL	242,268.27	298,000.00	(55,731.73)	81.3%
820 · VOLUNTEER WAGES (IN-KIND)	67,806.00	78,100.00	(10,294.00)	86.8%
825 · VOLUNTEER EXPENSES	14,615.12	12,220.00	2,395.12	119.6%
850 · TELEPHONE	4,200.72	4,560.00	(359.28)	92.1%
861 · TRAVEL/MILEAGE/GAS	39,389.95	28,500.00	10,889.95	138.2%
900 · INTEREST EXPENSE	4,966.01	5,000.00	(33.99)	99.3%
910 · INSURANCE	42,162.00	36,000.00	6,162.00	117.1%

BENZIE SENIOR RESOURCES
Statement of Financial Income & Expense
Oct 2018 - Sept 2019

	<u>Oct-Sept 19</u>	<u>Budget</u>	<u>\$ Change</u>	Percent Received or Expended
915 · PROJECTS	8,565.72	14,200.00	(5,634.28)	60.3%
920 · UTILITIES	25,919.20	27,000.00	(1,080.80)	96.0%
940 · DEPRECIATION EXPENSE	37,544.48	32,400.00	5,144.48	115.9%
980 · EQUIPMENT/REPAIRS	22,447.61	19,000.00	3,447.61	118.2%
980.1 - OUTDOOR MAINTENANCE	9,043.80	6,250.00	2,793.80	144.7%
981 · HDM VEHICLE MAINT/GAS	13,937.09	16,500.00	(2,562.91)	84.5%
980.2 - INDOOR MAINTENANCE	1,763.03	2,200.00	(436.97)	80.0%
CAPITAL EXPENSE	0.00	15,000.00	(15,000.00)	0.0%
TRIP EXPENSE	49,637.00	43,600.00	6,037.00	113.8%
Total Expense	<u>1,942,581.97</u>	<u>1,929,035.00</u>	<u>13,546.97</u>	70.0%
Net Ordinary Income	14,827.37	12,301.00	2,526.37	
Other Income/Expense				
Other Income				
990 · INTEREST/DIVIDEND INCOME	284.66	180.00	104.66	158.3%
995.1 REALIZED GAIN (LOSS)	0.00	0.00	0.00	
999 - Other Income	<u>7,263.06</u>	<u>0.00</u>	<u>7,263.06</u>	
Total Other Income	<u>7,547.72</u>	<u>180.00</u>	<u>7,367.72</u>	4792%
Other Expense				
999.1 · Other Expense	12,607.00	1,000.00	11,607.00	
99999 - LEGAL EXPENSE	<u>4,799.52</u>	<u>3,000.00</u>	<u>1,799.52</u>	160.0%
Total Other Expense	<u>17,406.52</u>	<u>4,000.00</u>	<u>13,406.52</u>	435.20%
Net Other Income	<u>(9,858.80)</u>	<u>(3,820.00)</u>	<u>(6,038.80)</u>	
Net Income	<u>4,968.57</u>	<u>8,481.00</u>	<u>(3,512.43)</u>	

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

	FY 2017		FY 2018		FY 2019	
	HDM	CONG	HDM	CONG	HDM	CONG
October	3,684	2,000	4,714	2,405	5,320	2,252
November	3,744	2,018	4,531	2,049	5,690	1,736
December	4,252	1,764	4,527	1,566	4,985	1,424
January	3,248	1,318	4,096	1,388	3,555	1,318
February	3,653	1,769	4,771	1,610	4,369	1,296
March	4,470	2,203	5,351	1,955	4,359	1,694
April	3,941	2,129	4,690	1,698	4,748	1,802
May	4,463	2,430	5,046	2,271	4,609	1,879
June	4,853	2,337	4,832	2,084	4,622	1,682
July	4,481	2,162	5,151	1,995	4,662	1,885
August	5,262	2,641	5,564	2,205	4,594	1,811
September	4,528	2,412	4,922	1,993	4,290	1,791
total meals	50,579	25,183	58,195	23,219	55,803	20,570



Senior Center Coordinator's Report October 6, 2019

Regular Happenings:

Tuesday Music	Stretching w/ Doris	Little River Casino	Bunco
Ol' Time Gathering	Wii Bowling	Birthday Celebrations	Movie Mondays
Blood Pressure Clinics	Zumba	Cards	State Theater Trips
Chair Yoga	Estate Planning	Thompsonville Meal	Yoga and More
Bingo	Crafts with Susan		

News & Events

The Gathering Place Senior Center is closing at 1:00 p.m. on Wednesday, October 9th to prepare for Empty Bowls Soup Nite fundraiser. We will not have Bingo. We are also closing at 1:30 p.m. on Wednesday, October 23rd for staff training. All scheduled activities will still be held.

Grief Support Group at the Administration Office begins on Thursdays in October. Meetings are from 11:00 a.m. to 12:00 p.m. Kristi Spencer, MA, LPC is the Bereavement Coordinator for Heartland and she's offering free support in the private atmosphere of our office.

Flu Shot Clinic sponsored by Hometown Pharmacy on Monday, October 7th from 11:00 a.m.—1:00 p.m. Please sign up at our front desk for this clinic. Bring your insurance cards.

We are once again hosting Empty Bowls Soup Nite on Wednesday, October 9th from 4:00 p.m. to 6:30 p.m. We will close at 1:00 p.m. to prepare for this event.

Once again, we are heading out on our Tunnel of Trees Trip. Wednesday, October 9th. Trip leaves at 8:00 a.m. and you must sign up in advance at our front desk or call 231-525-0601. Space is limited!

On Friday, October 11th during lunch see our Medicare/ Medicaid Assistance Program volunteer Fran with your questions. Remember, Open Enrollment begins October 15th!

State Theater Trip is on Wednesday, October 16th. Join Susan and head to TC for the 25¢ Matinee. We'll be seeing **Abbott and Costello Meet Frankenstein**. Leave at 9:15 a.m. and return about 2:00 p.m. Lunch is at the Grand Traverse Pie Company. You are responsible for your lunch and movie costs. Trip fee is \$5 and you must sign up in advance.

Flu Shot Clinic during Lunch with Benzie-Leelanau Health Department on Thursday, October 18th. Please call (231) 882-4409 to pre-register for this clinic.

Thursday, October 24th is Pink Day! October is Breast Cancer Awareness Month. Wear pink (yes, men too!) whether it's your whole outfit, a ribbon, socks, hat, bracelet or lipstick. Let's show our support!

Medical Moment with Megan on Thursday, October 24th. Have medical questions? Megan Francis, our Director of Home Health Services will be here the 4th Thursday of each month, during lunch (11:30 a.m. to 1:30 p.m.) to answer your questions. Have some topics you'd like her to cover? Please leave your ideas/ questions at the front desk and we'll pass them on to her.

Wednesday, October 30th at 1:15 p.m. we're having showing Matinee. We play a movie in-house at The Gathering Place with free popcorn and drinks! This month's movie is a Halloween surprise (don't worry—it's not scary!).

Wednesday, October 30th we leave at 7:30 a.m. for our Frankenmuth Trip! Call Dawn for more information.

Thursday, October 31st is our Halloween Party during lunch! Wear your favorite costume! There will be treats!

BENZIE COUNTY
SOLID WASTE ADVISORY COMMITTEE

MINUTES OF OCTOBER 2, 2019

MEMBERS PRESENT: Dave Zempel, David Schaffer, Todd Warren, Marlene Wood, Evan Warsecke, Christopher Cote.

ABSENT: Dennis Fischgrabe

ALSO PRESENT: Jesse Zylstra, Solid Waste/Recycling Coordinator
Kris Wood, Bay Area Disposal

CALL TO ORDER: Chairman, Dave Zempel called the meeting to order at 5:05 pm

APPROVAL OF THE AGENDA: Motion by Warren, seconded by Warsecke to approve the agenda. All Aye

APPROVAL OF THE MINUTES OF THE JUNE 26, 2019 REGULAR MEETING: Motion by Warren, seconded by Warsecke to approve the minutes of the regular meeting as presented. All Aye

PUBLIC INPUT ON THE AGENDA: Kris Wood expressed interest in discussing his facility currently operating in Inland Township. Zylstra reported this will be addressed under VII OTHER BUSINESS.

COORDINATOR REPORT: A report of the coordinator's activities and program updates was available to the committee for review and discussion.

Zylstra covered details of the current report:

- Summer Site Attendants are done for the season. Cardboard trailers are back under school supervision.
- Three HHW/ Electronics/Tire Collections were successfully conducted.
 - Totals: HHW = 32,370 lbs waste collected (increase of 9,014 lbs from 2018)
Electronics = 23,274 lbs collected (increase of 3,518 lbs from 2018)
Tires = 3,118 PTE (passenger tire equivalent) collected (increase of 100 PTE from 2018)
Mattresses = 29 collected
 - Zylstra reported vendors have agreed to contract extensions to provide event services in 2020 with no changes to the current contract and no increase in costs from 2019.
- 2020 Scrap Tire Grant Application submitted for \$8,000
- 2019 Scrap Tire Grant Reimbursement submitted for \$6,241.50
- Brochures and website are being updated for 2020

RECEIVED

OCT 16 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

BUSINESS:

- a. **Current Financial Report:** Zylstra presented the SWAC with the Financial Report for fiscal year ending 9/30/2019 and the Budget for fiscal year beginning 10/01/2019 for review and discussion.
- b. **ReCollect Online Scheduling and "Waste Wizard":** Zylstra distributed information about a subscription program which offers scheduling to enable people to book event appointments online and with a mobile app. The subscription tool offers educational information as to what can be recycled & where and the search bar can be added to any website.

All agree this service would alleviate the workload during collection times, provide demographic expansion and growth of the recycling program. It is the consensus of the SWAC to support Zylstra in pursuing possible grant funding to cover the cost of the yearly subscription or to find it in the budget for 2020.

- c. **SWAC 2020 Meeting Dates:** Motion by Wood, seconded by Zempel to set regular quarterly meeting dates for 2020 to be January 8, April 1, June 24, and October 7. All Aye.

OTHER BUSINESS:

Discussion regarding the C & D waste hauling facility owned and operated by Kris Wood in Inland Twp. took place. The minutes from the SWAC meeting of June 26 were referenced in the discussion. Kris Wood is asking Benzie County to move forward with his request to either have the county sponsor a transfer station or to amend the County Solid Waste Plan's siting criteria to allow operation of such a facility (if in accordance with township zoning). Schaffer and Zylstra will meet with Kris Wood to assist in preparation to bring his presentation to the Committee of the Whole.

Zylstra reported upcoming vacancies to the SWAC as of 12/31/19 and asks Zempel, Wood, Fischgrabe and Cote to submit letters of interest to the clerk if they would like to seek reappointment to the committee.

Motion to adjourn by Wood, seconded by Warren at 7:30 pm. All Aye

Next regular meeting is scheduled for Wednesday, January 8, 2020 at 5:00 pm.

Minutes are respectfully submitted by Jesse Zylstra, Recycling Coordinator

Marlene Wood, Secretary



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

- **Recent Recycling Numbers:**

August: Tonnage: 103.40 tons
Yardage: 3,760 yards

September: Tonnage: 86.76 tons
Yardage: 3,155 yards



- **Special Collection Events 2019**

Totals:	HHW: 32,370 lbs (Increase of 9,014 lbs from '18)
(Approx. 515 Vehicles)	Electronics: 23,274 lbs (Increase of 3,518 lbs from '18)
	Scrap Tires: 3,118 PTE (Increase of 100 PTE from '18)
	Mattresses: 29 Units (Increase of 18 units from '18)

- **Ongoing Activities:**

Cardboard Trailers - under school care, groups arranged.
Illegal Dumpsite Clean-Up – Three Completed.
Site Monitoring of the Fishing Line Recycling Locations
HHW/Electronics/Scrap Tire Events – 2020 Events Scheduled
--Vendor Contracts Extended for 2020
-- Scheduled for June 13th, July 18th (Tires Only), and August 15th.
FY 2020 Scrap Tire Grant Application Submitted (\$8,000 Requested/4 Trailers)
FY 2019 Scrap Tire Grant Reimbursement In Progress (\$6,241.50/3,118 PTE)
FY 2019 State Reporting via ReTrac in Progress
County-wide Battery Bucket pickups and sorting.

Jesse Zylstra Solid Waste and Recycling Coordinator

RECEIVED

OCT 16 2019

DAWN J. ZYLSTRA
BENZIE COUNTY
BEULAH, MI 49829

Commissioner Reports

County Administrator Report



448 Court Place • Beulah, MI 49617

Memo To: Board of Commission
From: Mitch Deisch, Administrator *M Deisch*
Date: October 15, 2019
Subject: Administrative Update 10/22/19 BOC Meeting

1. **Ron Berns Retirement Open House** – A open house for retiring Central Dispatch Director Ron Berns is scheduled for Wednesday October 30, 2019 in the afternoon. More details will be forthcoming. 10/30/19 will be Ron's last day in the office.
2. **Ad Hoc Health Committee** – Deputy Administrator Maridee Cutler is in the process of setting up an Ad Hoc Health Committee that will include both BOC members and County employees. The first meeting is scheduled for December 3, 2019. Representatives from 44 North have indicated that they would be willing to participate. More to follow.
3. **Benzie County Summit** – Just a reminder that a Benzie County Summit is scheduled for Friday October 25, 2019 from 8:00 am to noon. The summit will be held at Grow Benzie.
4. **Vacation Date** – I will be out of the office on vacation Monday October 21, 2019.
5. **Regional Public Defender's Office / Neglect and Abuse Cases** – Previously the BOC has been made aware of the need for additional attorney's to be court appointed to NA cases in Benzie County. Regional Public Defender Jared Henry will be preparing a white paper outlining how the RPDO can assist with being appointed to some NA cases, without negatively impacting their other indigent court appointed cases. Once the white paper is prepared, it will be presented to Rep. O'Malley's office. The goal is to address this issue through change in state legislation.
6. **Contract Negotiations Continue** – At the last COTW meeting, the BOC took action to direct Administration to start the process of changing the employee pension system from a defined benefit (DB) to a defined contribution (DC) 401 qualified retirement plan. With this motion, we can start the process of negotiating this retirement change for new employees. This step was crucial for moving contract negotiations forward. More to follow.

RECEIVED

OCT 16 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Finance Report

BILLS TO BE APPROVED October 22, 2019

Motion to approve Vouchers in the amount of:

\$	94,249.66	General Fund (101)
\$	16,386.86	Jail Fund (213)
\$	16,070.84	Ambulance Fund & ALS (214)
\$	6,712.83	Funds 105-238
\$	3,057.30	ACO Fund (247)
\$	35,440.00	Building (249)
\$	33,360.38	Dispatch 911 Fund (261)
\$	24,927.85	Funds 239-292
\$	15,581.41	Funds 293-640
\$	59,600.21	701 Fund
\$		Trust and Agency Funds & MSU Trust and Agency Fund (702-771)
\$	<u>305,387.34</u>	

RECEIVED

OCT 17 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Payables October 4, 2019 to October 18, 2019

[illegible]

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

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 101 BOARD OF COMMISSIONERS							
101-101-860.00	TRAVEL	DEISCH, MITCH	LODGING FOR MERS CONFERENCE	MERS CONF	10/10/19	130.91	72255
101-101-860.00	TRAVEL	FARRELL, LINDA	MILEAGE SEPTEMBER 2019	093019	10/10/19	8.70	72257
101-101-860.00	TRAVEL	JEANNOT, ART	MILEAGE SEPTEMBER 2016	093019	10/10/19	148.48	72273
101-101-860.00	TRAVEL	SAUER, GARY	MILEAGE SEPTEMBER 2019	093019	10/10/19	129.92	72318
101-101-860.00	TRAVEL	TAYLOR, SHERRY	MILEAGE SEPTEMBER 2019	093019	10/10/19	36.77	72327
101-101-860.00	TRAVEL	WARSECKE, EVAN	MILEAGE SEPT/OCT	101519	10/17/19	53.36	72421
101-101-900.00	PRINTING & PUBLISHING	PIONEER GROUP	BOC/BUDGET HRG/VOTER REG	43100200	10/10/19	130.50	72309
101-101-955.00	CONVENTIONS & MEETINGS	BOWERS, TAMMY	MERS CONFERENCE OCT 3 & 4	10/04/2019	10/10/19	119.46	72238
101-101-955.10	DUES & REGISTRATIONS	MICHIGAN ASSOCIATION	FISCAL YEAR 2019-2020 COUNTY DUES	M1709	10/10/19	12,139.58	72293
			Total For Dept 101 BOARD OF COMMISSIONERS			12,897.68	
Dept 131 CIRCUIT COURT							
101-131-727.00	OFFICE SUPPLIES	MANISTEE COUNTY	CIRCUIT COURT EXPENSES SEPT 2019	093019	10/10/19	41.08	72285
101-131-730.00	POSTAGE	MANISTEE COUNTY	CIRCUIT COURT EXPENSES SEPT 2019	093019	10/10/19	760.00	72285
101-131-804.00	RECORDING SERVICES	LYSTER, CHRISTINE M.	COURT REPORTING SEPTEMBER 2019	093019	10/17/19	210.00	72390
101-131-805.00	DISTRICT CT APPOINTED AT	SPILLAN, JOHN	COURT APPOINTED ATTORNEY SEPT	093019	10/10/19	314.44	72321
101-131-810.00	LEGAL FEES	MANISTEE COUNTY	BENZIE COUNTY BALANCE LOCAL SHARE/	093019	10/10/19	1,208.71	72284
101-131-813.00	PROBATION EXPENSES	WELLS FARGO VENDOR FI	PROBATION COPIER	5007243653	10/10/19	67.52	72337
101-131-860.00	TRAVEL	FELICZAK, KAREN	COURT REPORTING SEPTEMBER	092619	10/10/19	93.88	72259
101-131-860.00	TRAVEL	QUAGLIA, VINCENT	COURT REPORTING SEPT	093019	10/10/19	109.98	72316
101-131-860.00	TRAVEL	QUAGLIA, VINCENT	COURT REPORTING 10/01/19	100119	10/10/19	54.99	72316
101-131-860.00	TRAVEL	BROWN, NICHOLE	SEPTEMBER TRAVEL TO BENZIE	093019	10/17/19	311.64	72354
			Total For Dept 131 CIRCUIT COURT			3,172.24	
Dept 136 DISTRICT COURT							
101-136-702.07	SPECIAL JUDGE	HONORABLE CHARLES PAR	VISITING JUDGE 10/01/19	DP1	10/10/19	470.14	72271
101-136-727.00	OFFICE SUPPLIES	MCCARDEL WATER CONDIT	6 WATER/DEL FEE/OCT RENTAL	DP2	10/10/19	54.50	72289
101-136-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	FOLDERS/CALENDARS	446946-0	10/17/19	60.17	72383
101-136-727.00	OFFICE SUPPLIES	THE EBCO COMPANY	DEC'D FILE FOLDERS	019200	10/17/19	239.75	72415
101-136-805.00	DISTRICT COURT ATTORNEYS	STIG-NIELSON, FREDERI	EDGE	19-011-SD	10/17/19	250.00	72412
101-136-805.10	PROBATE CT APPOINTED AT	BAILEY LAW OFFICE PLL	GARDNER / NORTHRUP	1024 & 1023	10/10/19	137.50	72225
101-136-805.10	PROBATE CT APPOINTED AT	KISH DYKSTRA & SCOTT	ROHEILA / CLARK	DP5	10/10/19	635.00	72277
101-136-805.10	PROBATE CT APPOINTED AT	OLSON BZDOK & HOWARD	HANSEN / RUOFF	DP5	10/10/19	245.00	72305
101-136-806.00	SCREENING FEES	OPEN DOOR ASSESSMENTS	LAMONICA	DP6	10/10/19	20.00	72306
101-136-853.00	CELLULAR PHONES	CENTURYLINK	COUNTY 800 NUMBERS & LONG DISTANCE	1477806848	10/10/19	1.28	72242
101-136-860.00	TRAVEL	NOWAK, KIM	SCAO MEETING 10/08/19	DP16	10/10/19	37.47	72303
101-136-900.00	PRINTING & PUBLISHING	PIONEER GROUP	BUTTS / FOUST	DP7	10/10/19	177.60	72310
101-136-900.00	PRINTING & PUBLISHING	MICHIGAN LAWYER'S WEE	SUBSCRIPTION	3368773-B1	10/17/19	369.00	72399
101-136-900.00	PRINTING & PUBLISHING	VISA=KIM NOWAK	PO'S BUSINESS CARDS	DP20	10/17/19	26.80	72419
			Total For Dept 136 DISTRICT COURT			2,724.21	
Dept 141 FRIEND OF THE COURT							
101-141-850.00	TELEPHONE	CENTURYLINK	COUNTY 800 NUMBERS & LONG DISTANCE	1477806848	10/10/19	49.64	72242
101-141-964.10	REIMBURSEMENT TO MANISTEE	MANISTEE COUNTY FOC	FOC EXPENSES FOR AUGUST 2019	083119	10/17/19	8,273.08	72391
			Total For Dept 141 FRIEND OF THE COURT			8,322.72	
Dept 142 JUVENILE DIVISION							
101-142-860.00	TRAVEL	CAMERON CLARK	TRAVEL AND PHONE REIM	SEPT	10/10/19	1,130.97	72239
101-142-957.40	NON REIMBURSABLE EXPENSE	TKS SECURITY	SECURITY DOOR ENTRANCE SYSTEM	SEPT	10/10/19	1,200.00	72331
101-142-957.40	NON REIMBURSABLE EXPENSE	L'CHAYIM DELICATESSEN	LUNCH FOR ANNUAL RETREAT	10/11/19	10/17/19	35.00	72388
			Total For Dept 142 JUVENILE DIVISION			2,365.97	
Dept 172 ADMINISTRATOR							

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 172 ADMINISTRATOR							
101-172-860.00	TRAVEL	DEISCH, MITCH	LODGING FOR MERS CONFERENCE	MERS CONF	10/10/19	130.91	72255
101-172-860.00	TRAVEL	CUTLER, MARIDEE	MI SHRM CONFERENCE IN GR 10/8 - 10	SHRM CONFERENCE	10/17/19	252.48	72363
			Total For Dept 172 ADMINISTRATOR			383.39	
Dept 215 COUNTY CLERK							
101-215-727.00	OFFICE SUPPLIES	OFFICE DEPOT	TONER	383604392001	10/10/19	171.89	72304
101-215-955.10	DUES & REGISTRATIONS	MI ASSOC. OF COUNTY C	CLERK'S QTR MEETING :DAWN-OLNEY	12/2 & 3	10/10/19	50.00	72292
101-215-963.00	COMPUTER SUPPORT	DEKETO	MAINTENANCE FOR 10/1/19 TO 9/30/20	CLK293	10/17/19	4,900.00	72366
101-215-970.20	EQUIPMENT - CAPITAL	TEAM FINANCIAL GROUP,	CONTACT PAYMENT/ORIGINATION FEE	40027957	10/17/19	270.97	72413
			Total For Dept 215 COUNTY CLERK			5,392.86	
Dept 253 COUNTY TREASURER							
101-253-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	OFFICE SUPPLIES	446781-1	10/10/19	14.39	72272
101-253-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	OFFICE SUPPLIES	447203-0	10/17/19	14.86	72381
101-253-900.00	PRINTING & PUBLISHING	PIONEER GROUP	YEARLY SUBSCRIPTION - TREASURER OF	0017558	10/10/19	46.80	72308
			Total For Dept 253 COUNTY TREASURER			76.05	
Dept 257 EQUALIZATION DEPARTMENT							
101-257-860.00	TRAVEL	LINDSAY, BRIANNE	MILEAGE - FIELDWORK	10/4/19	10/10/19	30.74	72282
			Total For Dept 257 EQUALIZATION DEPARTMENT			30.74	
Dept 262 ELECTIONS							
101-262-727.00	OFFICE SUPPLIES - BALLOT	ELECTION SOURCE	BALLOTS FOR 11/5/19 ELECTION	19-44950	10/17/19	3,304.40	72368
101-262-905.00	PRINTING & PUBLISHING -	PIONEER GROUP	BOC/BUDGET HRG/VOTER REG	43100200	10/10/19	750.00	72309
			Total For Dept 262 ELECTIONS			4,054.40	
Dept 265 BUILDING & GROUNDS							
101-265-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	FUEL CHARGES SEPT 2019	1236	10/10/19	23.57	72227
101-265-750.00	MAINTENANCE SUPPLIES	CRYSTAL COPIES	PRINTER CARTRIDGE/MAINTENANCE	100819	10/10/19	39.00	72249
101-265-750.00	MAINTENANCE SUPPLIES	KSS ENTERPRISES	CLEANING SUPPLIES	1181392-1	10/10/19	90.30	72279
101-265-750.00	MAINTENANCE SUPPLIES	NUGENT HARDWARE	GLUE/BATTERIES	165222	10/17/19	43.96	72400
101-265-800.00	CONTRACTED SERVICES	GOTTSCALK CLEANING S	CLEANING SERVICES SEPT 2019	884	10/10/19	6,535.00	72266
101-265-821.00	GARBAGE DISPOSAL	AMERICAN WASTE	WASTE DISPOSAL/OCTOBER 2019	3276507	10/10/19	190.00	72222
101-265-850.00	TELEPHONE	CENTURYLINK	COUNTY 800 NUMBERS & LONG DISTANCE	1477806848	10/10/19	45.35	72242
101-265-850.00	TELEPHONE	PTS OF AMERICA, LLC	PAY PHONE OCT 2019	2028890	10/10/19	50.00	72314
101-265-850.00	TELEPHONE	TELNET WORLDWIDE	GOVERNMENT CENTER PRI OCTOBER 2019	178346	10/17/19	545.73	72414
101-265-922.00	WATER & SEWER	VILLAGE OF BEULAH	WATER/SEWER - JULY THROUGH SEPT	S-095	10/17/19	129.94	72418
101-265-924.00	ELECTRIC	CONSUMERS ENERGY	ELECTRIC 09/12/19 - 10/10/19	207145548038	10/17/19	4,194.92	72360
101-265-935.00	BUILDING REPAIRS	TOP LINE ELECTRIC, LL	MOVING TELEPHONE LINE FOR NEW COPI	12636	10/10/19	179.09	72333
			Total For Dept 265 BUILDING & GROUNDS			12,066.86	
Dept 266 LEGAL & CONTRACTED SERVICES							
101-266-810.00	LEGAL FEES	COHL, STOKER, TOSKEY,	NON RETAINER SERVICES SEPTEMBER 20	50692	10/17/19	2,604.62	72359
101-266-810.00	LEGAL FEES	COHL, STOKER, TOSKEY,	RETAINER SEPTEMBER 2019	093019	10/17/19	1,833.34	72359
101-266-810.00	LEGAL FEES	FIGURA, RICHARD	LEGAL FEES SEPTEMBER 2019	BC-571	10/17/19	660.00	72370
			Total For Dept 266 LEGAL & CONTRACTED SERVICES			5,097.96	
Dept 267 PROSECUTING ATTORNEY							
101-267-727.00	OFFICE SUPPLIES	TEAM FINANCIAL GROUP,	PROSECUTORS COPIER	40023293	10/10/19	122.00	72328
101-267-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	PAO OFFICE SUPPLIES	446655-0	10/17/19	80.96	72382
101-267-808.00	WITNESS FEES	CATHERINE BANCROFT	WITNESS FEES 18-3032-NA	18-3032-NA	10/17/19	40.00	72356
101-267-808.00	WITNESS FEES	JOSIAH BANCROFT	WITNESS FEE 18-3032-NA	18-3032-NA JB	10/17/19	40.00	72385
101-267-808.00	WITNESS FEES	MARTY MAKOWSKI	SUBPOENA SERVICE 19-232-FY	SUB 19-232-FY	10/17/19	71.41	72394
101-267-827.00	MGT CONTRACT	MGT OF AMERICA, INC.	SEPTEMBER 2019	36301	10/17/19	1,384.80	72397

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GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 267 PROSECUTING ATTORNEY	RESOURCE MATERIALS	AMANDA M O'BRIEN	BALN DUE ON TRANSCRIPT 17-2091-NA	17-2091-NA BALN	10/17/19	66.50	72344
101-267-901.00	RESOURCE MATERIALS	VISA-SARA SWANSON	SEPT VISA 2019	SEPT 2019	10/17/19	179.36	72420
101-267-901.00	RESOURCE MATERIALS		Total For Dept 267 PROSECUTING ATTORNEY			1,985.03	
Dept 268 REGISTER OF DEEDS	TRAVEL	BISSELL, AMY	TRAVEL TO 2 ROD MEETINGS	10-09-2019	10/10/19	290.38	72235
101-268-860.00	TRAVEL		Total For Dept 268 REGISTER OF DEEDS			290.38	
Dept 285 CENTRAL SERVICES	POSTAGE	RESERVE ACCOUNT	POSTAGE FOR METER	46789160	10/17/19	2,500.00	72405
101-285-730.00	CONTRACTED SERVICES	PITNEY BOWES GLOBAL F	POSTAGE METER RENTAL	3309827540	10/10/19	471.99	72311
101-285-800.00	CONTRACTED SERVICES	TEAM FINANCIAL GROUP,	ADMINISTRATION COPIER	40020703-1	10/10/19	106.80	72328
101-285-800.00	EQUIPMENT LEASE	TEAM FINANCIAL GROUP,	EQUALIZATION COPIER	40020522-1	10/10/19	279.35	72328
101-285-940.20			Total For Dept 285 CENTRAL SERVICES			3,358.14	
Dept 301 SHERIFF	GAS, OIL & GREASE	XPRESS LUBE	18-1 OIL CHANGE	46256	10/10/19	47.93	72340
101-301-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	SEPT 2019 FUEL	1235	10/17/19	2,654.90	72349
101-301-748.00	VEHICLE REPAIRS	WATSON BENZIE LLC	15-1 BATTERY TESTING	156220	10/17/19	32.67	72422
101-301-749.00	CONTRACTED SERVICES	CORE TECHNOLOGY CORPO	ANN MAINT AGREE 2019-2020	MN3001158	10/10/19	3,840.00	72246
101-301-800.00			Total For Dept 301 SHERIFF			6,575.50	
Dept 333 SECONDARY ROAD PATROL	FRINGE BENEFITS	44 NORTH	OCTOBER 2019 VISION INSURANCE	490356	10/17/19	25.88	72341
101-333-725.00	FRINGE BENEFITS	44 NORTH	COBRA ADMINISTRATIVE FEE - OCTOBER	190356	10/17/19	22.90	72341
101-333-725.00	FRINGE BENEFITS	DEARBORN LIFE INSURAN	NOVEMBER 2019 STD/LTD, AD & D, LIF	NOVEMBER 2019	10/17/19	38.16	72364
101-333-725.00	FRINGE BENEFITS	BENZIE COUNTY ROAD CO	SEPT 2019 FUEL	1235	10/17/19	28.32	72349
101-333-748.00	GAS, OIL & GREASE		Total For Dept 333 SECONDARY ROAD PATROL			115.26	
Dept 426 EMERGENCY MANAGEMENT	FRINGE BENEFITS	44 NORTH	OCTOBER 2019 VISION INSURANCE	490356	10/17/19	4.45	72341
101-426-725.00	FRINGE BENEFITS	44 NORTH	COBRA ADMINISTRATIVE FEE - OCTOBER	190356	10/17/19	0.95	72341
101-426-725.00	FRINGE BENEFITS	DEARBORN LIFE INSURAN	NOVEMBER 2019 STD/LTD, AD & D, LIF	NOVEMBER 2019	10/17/19	43.70	72364
101-426-725.00	FRINGE BENEFITS	VERIZON WIRELESS	PHONE CHARGES SEPTEMBER 2019	9839227088	10/17/19	49.82	72417
101-426-850.00	TELEPHONE	R & R INDUSTRIES	JACKETS & PANTS CERT PROGRAM	567570	10/17/19	924.56	72403
101-426-967.00	PROJECT EXPENSES		Total For Dept 426 EMERGENCY MANAGEMENT			1,023.48	
Dept 648 MEDICAL EXAMINER	BURIAL TRANSITS	JOWETT FAMILY FUNERAL	MEDICAL EXAMINER TRANSPORTS SEPT 2	093019	10/10/19	1,800.00	72275
101-648-861.00			Total For Dept 648 MEDICAL EXAMINER			1,800.00	
Dept 851 INSURANCE & BONDS	LIFE INSURANCE	DEARBORN LIFE INSURAN	NOVEMBER 2019 STD/LTD, AD & D, LIF	NOVEMBER 2019	10/17/19	252.18	72364
101-851-725.06			Total For Dept 851 INSURANCE & BONDS			252.18	
Dept 852 MEDICAL INSURANCE	RX UTILIZATION PROGRAM	EHIM	EMPLOYEE PRESCRIPTIONS 9/9 - 9/22/	245893	10/10/19	9,422.83	72256
101-852-715.00	RX UTILIZATION PROGRAM	EHIM	EMPLOYEE PRESCRIPTION COVERAGE 9/2	246467	10/17/19	1,175.45	72367
101-852-715.00	MEDICAL/DENTAL/VISION IN	44 NORTH	OCTOBER 2019 VISION INSURANCE	490356	10/17/19	928.72	72341
101-852-717.00	MEDICAL/DENTAL/VISION IN	44 NORTH	COBRA ADMINISTRATIVE FEE - OCTOBER	190356	10/17/19	784.50	72341
101-852-717.00	SHORT/LONG TERM DISABILI	DEARBORN LIFE INSURAN	NOVEMBER 2019 STD/LTD, AD & D, LIF	NOVEMBER 2019	10/17/19	1,285.27	72364
101-852-718.00	CONTRACTED SERVICES - CA	44 NORTH	COBRA ADMINISTRATIVE FEE - OCTOBER	190356	10/17/19	940.50	72341
101-852-800.00	MEDICAL INSURANCE - RET	44 NORTH	OCTOBER 2019 VISION INSURANCE	490356	10/17/19	44.41	72341
101-852-874.00							

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 852 MEDICAL INSURANCE							
			Total For Dept 852 MEDICAL INSURANCE			14,581.68	
Dept 871 WORKERS COMPENSATION INSURANCE							
101-871-828.00	WORKERS COMP INSURANCE	MICHIGAN COUNTIES WOR	2019 4TH QUARTER INSTALLMENT	3726	10/10/19	7,682.93	72295
			Total For Dept 871 WORKERS COMPENSATION INSURANCE			7,682.93	
			Total For Fund 101 GENERAL FUND			94,249.66	
Fund 205 TNT OFFICER MILLAGE FUND							
Dept 000							
205-000-725.00	FRINGE BENEFITS	44 NORTH	OCTOBER 2019 VISION INSURANCE	490356	10/17/19	25.88	72341
205-000-725.00	FRINGE BENEFITS	44 NORTH	COBRA ADMINISTRATIVE FEE - OCTOBER	190356	10/17/19	22.90	72341
205-000-725.00	FRINGE BENEFITS	DEARBORN LIFE INSURAN	NOVEMBER 2019 STD/LTD, AD & D, LIF	NOVEMBER 2019	10/17/19	39.68	72364
205-000-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	SEPT 2019 FUEL	1235	10/17/19	260.57	72349
205-000-840.00	INTELL/INVESTIGATIONS	LEADS ONLINE	INTELL TOTALTRACK INVESTIGATION SY	252195	10/10/19	1,188.00	72281
			Total For Dept 000			1,537.03	
Dept 871 WORKERS COMPENSATION INSURANCE							
205-871-828.00	INSURANCE & BONDS	MICHIGAN COUNTIES WOR	2019 4TH QUARTER INSTALLMENT	3726	10/10/19	408.43	72295
			Total For Dept 871 WORKERS COMPENSATION INSURANCE			408.43	
			Total For Fund 205 TNT OFFICER MILLAGE FUND			1,945.46	
Fund 206 SHERIFF'S K-9 FUND							
Dept 000							
206-000-967.00	PROJECT EXPENSES	PLATTE LAKE VETERINAR	REXO VET VISIT	287553	10/17/19	200.38	72402
			Total For Dept 000			200.38	
			Total For Fund 206 SHERIFF'S K-9 FUND			200.38	
Fund 209 SCHOOL RESOURCE OFFICER							
Dept 000							
209-000-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	SEPT 2019 FUEL	1235	10/17/19	76.31	72349
			Total For Dept 000			76.31	
			Total For Fund 209 SCHOOL RESOURCE OFFICER			76.31	
Fund 213 JAIL OPERATIONS FUND							
Dept 265 BUILDING & GROUNDS							
213-265-783.00	EQUIP. SERVICES & SUPPLI	ORKIN	JAIL PEST CONTROL YEARLY FEE	26397595 100120	10/10/19	704.79	72307
213-265-784.00	GARBAGE PICK-UP	AMERICAN WASTE	OCT PICK UP WASTE	3277854	10/10/19	100.00	72222
			Total For Dept 265 BUILDING & GROUNDS			804.79	
Dept 351 JAIL - CORRECTIONS							
213-351-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVIC	JAIL OFF SUPP	1DV3-4V3K-VK6X	10/17/19	32.20	72345
213-351-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	SEPT 2019 FUEL	1235	10/17/19	26.02	72349
213-351-834.00	PRISONER MEDICAL - BENZI	ADVANCED CORRECTIONAL	SEPT 19 RECONCILIATION NURSE	90179	10/06/19	123.28	72218
213-351-834.00	PRISONER MEDICAL - BENZI	AMAZON CAPITAL SERVIC	MED TABLE	1MNH-W1T7-YV64	10/17/19	69.99	72345
213-351-834.00	PRISONER MEDICAL - BENZI	AMAZON CAPITAL SERVIC	JAIL MED CHAIRS	1VNQ-H4V1-NGF9	10/17/19	71.92	72345
213-351-834.00	PRISONER MEDICAL - BENZI	CORRECTIONAL RECOVERY	CR FEE 6 CLAIMS	10003625	10/17/19	686.56	72361
213-351-963.00	COMPUTER EQUIPMENT	AMAZON CAPITAL SERVIC	JAIL UPS BACKUP'S	1G7J-MNV7-V9RP	10/10/19	436.92	72221
			Total For Dept 351 JAIL - CORRECTIONS			1,446.89	
Dept 851 INSURANCE & BONDS							
213-851-725.06	LIFE INSURANCE	DEARBORN LIFE INSURAN	NOVEMBER 2019 STD/LTD, AD & D, LIF	NOVEMBER 2019	10/17/19	89.75	72364

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Fund 213 JAIL OPERATIONS FUND							
Dept 851 INSURANCE & BONDS							
Dept 852 MEDICAL INSURANCE							
213-852-715.00	RX UTILIZATION PROGRAM	EHIM	EMPLOYEE PRESCRIPTIONS 9/9 - 9/22/	245893	10/10/19	89.75	72256
213-852-715.00	RX UTILIZATION PROGRAM	EHIM	EMPLOYEE PRESCRIPTION COVERAGE 9/2	246467	10/17/19	591.44	72367
213-852-717.00	MEDICAL/DENTAL/VISION IN	44 NORTH	OCTOBER 2019 VISION INSURANCE	490356	10/17/19	7,056.30	72341
213-852-718.00	SHORT/LONG TERM DISABILI	DEARBORN LIFE INSURAN	NOVEMBER 2019 STD/LTD, AD & D, LIFE	NOVEMBER 2019	10/17/19	264.44	72341
213-852-800.00	CONTRACTED SERVICES - CA	44 NORTH	COBRA ADMINISTRATIVE FEE - OCTOBER	190356	10/17/19	603.89	72364
213-852-832.00	GYM MEMBERSHIP	BETSIIE HOSICK HEALTH	COUPLE GYM MEMBERSHIP FOR SIERRA B	SIERRA BATES	10/17/19	283.65	72341
			Total For Dept. 852 MEDICAL INSURANCE			416.00	72351
						9,215.72	
Dept 871 WORKERS COMPENSATION INSURANCE							
213-871-828.00	WORKERS COMP INSURANCE	MICHIGAN COUNTIES WOR	2019 4TH QUARTER INSTALLMENT	3726	10/10/19	4,829.71	72295
			Total For Dept. 871 WORKERS COMPENSATION INSURANCE			4,829.71	
			Total For Fund 213 JAIL OPERATIONS FUND			16,386.86	
Fund 214 EMERGENCY MEDICAL SERVICES (EMS) FUND							
Dept 265 BUILDING & GROUNDS							
214-265-750.00	MAINTENANCE SUPPLIES	FRANKFORT HARDWARE	29907 CLEANING AND ANT KILLING SUP	29807	10/10/19	34.10	72262
214-265-850.01	INTERNET SERVICE	CHARTER COMMUNICATION	ST.3 PHONE, CABLE. INTERNET	0016011100119	10/10/19	247.70	72243
214-265-853.00	CELLULAR PHONES	VERTIZON WIRELESS	PHONE CHARGES SEPTEMBER 2019	9839227088	10/17/19	53.39	72417
214-265-922.00	WATER & SEWER	MCCARDEL WATER CONDIT	ST.3 WATER	62-3426	10/10/19	52.50	72288
214-265-922.00	WATER & SEWER	CITY OF FRANKFORT	WATER FOR ST 3	10-27-19	10/17/19	58.93	72358
214-265-924.00	ELECTRIC	CHERRYLAND ELECTRIC	ST 2 ELECTRIC	10-28-19	10/10/19	146.75	72244
214-265-924.00	ELECTRIC	CONSUMERS ENERGY	ST 3 ELECTRICITY	11-1-19	10/17/19	127.38	72360
214-265-924.00	ELECTRIC	CONSUMERS ENERGY	ELECTRICITY ST 3 GARAGE	11-1-19B	10/17/19	49.59	72360
			Total For Dept 265 BUILDING & GROUNDS			770.34	
Dept 655 ADVANCED LIFE SUPPORT (ALS)							
214-655-721.00	PER DIEM	FRANKE, JIM	EMS ADVISORY BOARD PER DIEM	101519	10/17/19	35.00	72371
214-655-721.00	PER DIEM	JOWETT, GAYLORD	EMS ADVISORY BOARD PER DIEM	101519	10/17/19	35.00	72386
214-655-721.00	PER DIEM	MARKEY, TIM	EMS ADVISORY BOARD PER DIEM	101519	10/17/19	35.00	72393
214-655-721.00	PER DIEM	MEAD, MICHAEL	EMS ADVISORY BOARD PER DIEM	101519	10/17/19	35.00	72395
214-655-721.00	PER DIEM	MERRILL, ELIZABETH	EMS ADVISORY BOARD PER DIEM	101519	10/17/19	35.00	72396
214-655-721.00	PER DIEM	PARRISH, CHRIS	EMS ADVISORY BOARD PER DIEM	101519	10/17/19	35.00	72401
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	MEDICAL SUPPLIES	83371118	10/10/19	422.45	72237
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	MED SUPPLIES	83350298	10/10/19	12.70	72237
214-655-735.10	MEDICAL SUPPLIES - GAS	AIRGAS	MEDICAL SUPPLIES	83380791	10/17/19	546.41	72353
214-655-735.10	MEDICAL SUPPLIES - GAS	AIRGAS	O2 CYLINDER RENTAL	9964885976	10/17/19	71.35	72343
214-655-748.00	GAS, OIL & GREASE	AIRGAS	O2 RENTAL FOR ST 3	9964885977	10/17/19	24.00	72343
214-655-749.00	VEHICLE REPAIRS	BENZIE COUNTY ROAD CO	FUEL	1239	10/10/19	1,996.67	72227
214-655-749.00	VEHICLE REPAIRS	NAPA AUTO SUPPLY, INC	WIPER BLADES	5366-440266	10/10/19	38.14	72300
214-655-749.00	VEHICLE REPAIRS	BENZIE TRANSPORTATION	A21 OIL CHANGE, RESEARCH SQUEALING	2253	10/17/19	223.79	72350
214-655-751.00	UNIFORMS	BENZIE TRANSPORTATION	A21 FLAT TIRE, REPLACED VALVE COOR	2266	10/17/19	71.19	72350
214-655-751.00	UNIFORMS	TELE-RAD, INC.	DOUG STRAUGHN JOB SHIRT	894492	10/10/19	69.99	72329
214-655-751.00	UNIFORMS	BAY SUPPLY & MARKETIN	TOM JACKET, SHIRTS & JOB SHIRT FOR	894363	10/10/19	322.35	72329
214-655-751.00	UNIFORMS	BAY SUPPLY & MARKETIN	JOB SHIRT EMBROIDERY FOR KAYLA HAD	58263	10/17/19	6.00	72347
214-655-810.00	LEGAL FEES - ALS	COHL, STOKER, TOSKEY,	SHIRTS FOR JILL	58264	10/17/19	18.00	72347
214-655-860.00	TRAVEL	FRANKE, JIM	NON RETAINER SERVICES SEPTEMBER 20	50692	10/17/19	181.50	72359
214-655-860.00	TRAVEL	MARKEY, TIM	EMS ADVISORY BOARD MILEAGE	101519	10/17/19	5.80	72371
214-655-860.00	TRAVEL	MEAD, MICHAEL	EMS ADVISORY BOARD MILEAGE	101519	10/17/19	11.60	72393
			EMS ADVISORY BOARD MILEAGE	101519	10/17/19	8.12	72395

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Fund 214 EMERGENCY MEDICAL SERVICES (EMS) FUND							
Dept 655 ADVANCED LIFE SUPPORT (ALS)							
214-655-860.00	TRAVEL	PARRISH, CHRIS	EMS ADVISORY BOARD MILEAGE	101519	10/17/19	16.24	72401
214-655-961.00	TRAINING & SCHOOLS	MUNSON HEALTHCARE MAN	PALS FOR LENNY M.	9-26-18	10/10/19	207.50	72298
			Total For Dept 655 ADVANCED LIFE SUPPORT (ALS)			4,463.80	
Dept 851 INSURANCE & BONDS							
214-851-725.06	LIFE INSURANCE	DEARBORN LIFE, INSURAN	NOVEMBER 2019 STD/LTD, AD & D, LIF NOVEMBER 2019		10/17/19	48.00	72364
			Total For Dept 851 INSURANCE & BONDS			48.00	
Dept 852 MEDICAL INSURANCE							
214-852-715.00	RX UTILIZATION PROGRAM	EHIM	EMPLOYEE PRESCRIPTIONS 9/9 - 9/22/ 245893		10/10/19	818.62	72256
214-852-715.00	RX UTILIZATION PROGRAM	EHIM	EMPLOYEE PRESCRIPTION COVERAGE 9/2 246467		10/17/19	966.11	72367
214-852-717.00	MEDICAL/DENTAL/VISION IN	44 NORTH	OCTOBER 2019 VISION INSURANCE 490356		10/17/19	310.66	72341
214-852-718.00	SHORT/LONG TERM DISABILI	DEARBORN LIFE INSURAN	NOVEMBER 2019 STD/LTD, AD & D, LIF NOVEMBER 2019		10/17/19	273.12	72364
214-852-800.00	CONTRACTED SERVICES - CA	44 NORTH	COBRA ADMINISTRATIVE FEE - OCTOBER 190356		10/17/19	284.20	72341
			Total For Dept 852 MEDICAL INSURANCE			2,652.71	
Dept 871 WORKERS COMPENSATION INSURANCE							
214-871-828.00	INSURANCE & BONDS	MICHIGAN COUNTIES WOR	2019 4TH QUARTER INSTALLMENT 3726		10/10/19	8,135.99	72295
			Total For Dept 871 WORKERS COMPENSATION INSURANC			8,135.99	
			Total For Fund 214 EMERGENCY MEDICAL SERVICES (E			16,070.84	
Fund 216 SEASONAL ROAD PATROL FUND							
Dept 338 LAKE TOWNSHIP							
216-338-749.00	VEHICLE REPAIRS	HEIGES PERFORMANCE, I	13-1 PURGE SOLENOID 012723		10/17/19	223.62	72376
			Total For Dept 338 LAKE TOWNSHIP			223.62	
Dept 871 WORKERS COMPENSATION INSURANCE							
216-871-828.00	INSURANCE & BONDS	MICHIGAN COUNTIES WOR	2019 4TH QUARTER INSTALLMENT 3726		10/10/19	92.07	72295
			Total For Dept 871 WORKERS COMPENSATION INSURANC			92.07	
			Total For Fund 216 SEASONAL ROAD PATROL FUND			315.69	
Fund 217 SNOWMOBILE PATROL FUND							
Dept 871 WORKERS COMPENSATION INSURANCE							
217-871-828.00	INSURANCE & BONDS	MICHIGAN COUNTIES WOR	2019 4TH QUARTER INSTALLMENT 3726		10/10/19	49.04	72295
			Total For Dept 871 WORKERS COMPENSATION INSURANC			49.04	
			Total For Fund 217 SNOWMOBILE PATROL FUND			49.04	
Fund 228 SOLID WASTE/RECYCLING FUND							
Dept 000							
228-000-721.00	PER DIEM	COTE, CHRISTOPHER	SWAC PER DIEM 10032019		10/10/19	35.00	72247
228-000-721.00	PER DIEM	DAVE ZEMPEL	SWAC PER DIEM 10032019		10/10/19	35.00	72252
228-000-721.00	PER DIEM	DAVID SCHAFFER	SWAC PER DIEM 10032019		10/10/19	35.00	72254
228-000-721.00	PER DIEM	WARREN, TODD	SWAC PER DIEM 100319		10/10/19	35.00	72335
228-000-721.00	PER DIEM	WOOD, MARLENE	SWAC PER DIEM 10032019		10/10/19	35.00	72339
228-000-810.00	LEGAL FEES	COHL, STOKER, TOSKEY,	NON RETAINER SERVICES SEPTEMBER 20 50692		10/17/19	313.50	72359
228-000-860.00	TRAVEL	COTE, CHRISTOPHER	SWAC MILEAGE 10032019		10/10/19	10.44	72247
228-000-860.00	TRAVEL	DAVE ZEMPEL	SWAC MILEAGE 10032019		10/10/19	9.28	72251
228-000-860.00	TRAVEL	DAVID SCHAFFER	SWAC MILEAGE 10032019		10/10/19	3.48	72253
228-000-860.00	TRAVEL	WARREN, TODD	SWAC MILEAGE 100319		10/10/19	8.12	72335
228-000-860.00	TRAVEL	WOOD, MARLENE	SWAC MILEAGE 10032019		10/10/19	1.16	72339

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Fund 228 SOLID WASTE/RECYCLING FUND Dept 000							
Dept 851 INSURANCE & BONDS 228-851-725.06	LIFE INSURANCE	DEARBORN LIFE INSURAN	NOVEMBER 2019 STD/LTD, AD & D, LIF NOVEMBER 2019		10/17/19	520.98	72364
			Total For Dept 000			4.75	
Dept 852 MEDICAL INSURANCE 228-852-717.00	MEDICAL/DENTAL/VISION IN	44 NORTH	OCTOBER 2019 VISION INSURANCE	490356	10/17/19	9.99	72341
228-852-718.00	SHORT/LONG TERM DISABILI	DEARBORN LIFE INSURAN	NOVEMBER 2019 STD/LTD, AD & D, LIF NOVEMBER 2019		10/17/19	29.62	72364
228-852-800.00	CONTRACTED SRVS - CADILL	44 NORTH	COBRA ADMINISTRATIVE FEE - OCTOBER 190356		10/17/19	22.90	72341
			Total For Dept 852 MEDICAL INSURANCE			62.51	
Dept 871 WORKERS COMPENSATION INSURANCE 228-871-828.00	WORKERS COMP INSURANCE	MICHIGAN COUNTIES WOR	2019 4TH QUARTER INSTALLMENT	3726	10/10/19	63.62	72295
			Total For Dept 871 WORKERS COMPENSATION INSURANCE			63.62	
			Total For Fund 228 SOLID WASTE/RECYCLING FUND			651.86	
Fund 230 BETSIE VALLEY TRAIL MANAGEMENT FUND Dept 000							
230-000-957.30	LANDSCAPE/TRAIL MAINTENA	RIETH RILEY CONTRUCTI	CUST# 1270 BETSIE VALLEY TRAIL	9044951	10/17/19	1,474.09	72408
			Total For Dept 000			1,474.09	
			Total For Fund 230 BETSIE VALLEY TRAIL MANAGEMENT			1,474.09	
Fund 231 SOIL EROSION (SESSC) FUND Dept 723 SOIL EROSION CONTROL 231-723-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	SEPTEMBER PERMITS/INSPECTIONS	1930	10/10/19	2,000.00	72224
			Total For Dept 723 SOIL EROSION CONTROL			2,000.00	
			Total For Fund 231 SOIL EROSION (SESSC) FUND			2,000.00	
Fund 241 LAND BANK AUTHORITY FUND Dept 000							
241-000-967.00	PROJECT EXPENSES	BENZIE COUNTY CIRCUIT	COURT FILING FEE	QUIET TITLE ACT	10/08/19	175.00	72215
241-000-967.00	PROJECT EXPENSES	FIGURA, RICHARD	LAND BANK SERVICES	BCT-570	10/17/19	126.00	72370
			Total For Dept 000			301.00	
			Total For Fund 241 LAND BANK AUTHORITY FUND			301.00	
Fund 247 ANIMAL CONTROL FUND Dept 265 BUILDING & GROUNDS 247-265-782.00	MAINTENANCE SUPPLIES	GILBERT SALES AND SER	POWERWASHER HANDLE REPLACEMENT	70880	10/10/19	57.50	72264
			Total For Dept 265 BUILDING & GROUNDS			57.50	
Dept 430 ANIMAL CONTROL 247-430-727.00	OFFICE SUPPLIES	SHOP AND SAVE	CLEANING SUPPLIES	27473	10/10/19	16.49	72319
247-430-727.00	OFFICE SUPPLIES	SUMMIT COMPANIES	ANNUAL FIRE EXT INSPECTION	1491444	10/10/19	59.94	72326
247-430-748.00	GAS, OIL & GREASE	WATSON BENZIE LLC	OIL CHANGE/ NEW AIR FILTER	156099	10/10/19	83.85	72336
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINAR	FELINE NEUTER OF 64-19C/52-19C/69-	286574	10/10/19	425.25	72312
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINAR	EUTHANASIA OF CAT "GIINGER"	286587	10/10/19	5.00	72312
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINAR	EUTHANASIA OF DOG	286588	10/10/19	5.00	72312
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINAR	136-19DSPAY/138-19D EUTHANASIA/72-	286628	10/10/19	298.64	72312
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINAR	74-19C SPAY/76-19C NEUTER/75-19C N	286653	10/10/19	397.89	72312
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINAR	153-19D SPAY/157-19D SPAY/	287178	10/10/19	336.34	72312

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Fund 247 ANIMAL CONTROL FUND							
Dept 430 ANIMAL CONTROL							
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINAR	TERRAMYCIN	287190	10/10/19	20.82	72312
247-430-945.20	DISPOSALS & BURIALS	AMERICAN WASTE	TRASH BILL FOR OCT	3277935	10/10/19	16.00	72223
247-430-970.00	EQUIPMENT	BETSIE POINT LLC	SIG 320F40BSS SERIAL NUMBER 58H026	100719	10/10/19	1,006.00	72234
			Total For Dept 430 ANIMAL CONTROL			2,671.22	
Dept 851 INSURANCE & BONDS							
247-851-725.06	LIFE INSURANCE	DEARBORN LIFE INSURAN	NOVEMBER 2019 STD/LTD, AD & D, LIF NOVEMBER 2019		10/17/19	9.50	72364
			Total For Dept 851 INSURANCE & BONDS			9.50	
Dept 852 MEDICAL INSURANCE							
247-852-717.00	MEDICAL/DENTAL/VISION IN	44 NORTH	OCTOBER 2019 VISION INSURANCE	490356	10/17/19	35.87	72341
247-852-718.00	SHORT/LONG TERM DISABILI	DEARBORN LIFE INSURAN	NOVEMBER 2019 STD/LTD, AD & D, LIF NOVEMBER 2019		10/17/19	53.35	72364
247-852-800.00	CONTRACTED SERVICES - CA	44 NORTH	COBRA ADMINISTRATIVE FEE - OCTOBER 190356		10/17/19	36.80	72341
			Total For Dept 852 MEDICAL INSURANCE			126.02	
Dept 871 WORKERS COMPENSATION INSURANCE							
247-871-828.00	WORKERS COMP INSURANCE	MICHIGAN COUNTIES WOR	2019 4TH QUARTER INSTALLMENT	3726	10/10/19	193.06	72295
			Total For Dept 871 WORKERS COMPENSATION INSURANCE			193.06	
			Total For Fund 247 ANIMAL CONTROL FUND			3,057.30	
Fund 249 BUILDING DEPARTMENT FUND							
Dept 371 BUILDING INSPECTOR							
249-371-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	SEPTEMBER PERMITS/INSPECTIONS	1930	10/10/19	16,187.00	72224
			Total For Dept 371 BUILDING INSPECTOR			16,187.00	
Dept 372 PLUMBING INSPECTOR							
249-372-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	SEPTEMBER PERMITS/INSPECTIONS	1930	10/10/19	3,585.00	72224
			Total For Dept 372 PLUMBING INSPECTOR			3,585.00	
Dept 373 MECHANICAL INSPECTOR							
249-373-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	SEPTEMBER PERMITS/INSPECTIONS	1930	10/10/19	5,867.00	72224
			Total For Dept 373 MECHANICAL INSPECTOR			5,867.00	
Dept 375 ELECTRICAL INSPECTOR							
249-375-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	SEPTEMBER PERMITS/INSPECTIONS	1930	10/10/19	9,801.00	72224
			Total For Dept 375 ELECTRICAL INSPECTOR			9,801.00	
			Total For Fund 249 BUILDING DEPARTMENT FUND			35,440.00	
Fund 256 REG OF DEEDS AUTOMATION FUND							
Dept 000							
256-000-800.00	RECORD CONVERSIONS	FIDILAR TECHNOLOGIES I	4TH QUARTER 2019 DATA HOSTING SERV 0826333-IN		10/10/19	2,650.00	72260
			Total For Dept 000			2,650.00	
			Total For Fund 256 REG OF DEEDS AUTOMATION FUND			2,650.00	
Fund 260 CPL CLERK TECHNOLOGY FUND							
Dept 000							
260-000-727.00	OFFICE SUPPLIES	IDENTIPHOTO	CPL RIBBON	022965-IN	10/17/19	116.60	72379
260-000-727.00	OFFICE SUPPLIES	IDENTISYS	MI-CPL CARDS	458690	10/17/19	119.12	72380
			Total For Dept 000			235.72	
			Total For Fund 260 CPL CLERK TECHNOLOGY FUND			235.72	

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Fund 261 911 EMERGENCY SERVICE FUND							
Dept 325 DISPATCH/COMMUNICATION							
261-325-830.00	911 MAINTENANCE CONTRACT	WESTTEL INTERNATIONAL	NOV 2019 SUPPORT	1256	10/10/19	923.00	72338
261-325-853.00	CELLULAR PHONES	VERIZON WIRELESS	PHONE CHARGES SEPTEMBER 2019	9839153315	10/17/19	59.65	72417
261-325-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELL PHONES OCTOBER 2019	9839147567	10/17/19	1,369.10	72417
261-325-930.00	EQUIPMENT REPAIR	GRAND TRAVERSE MOBILE	MIC COVER ACCESSORY	52600	10/10/19	60.00	72267
261-325-930.00	EQUIPMENT REPAIR	GRAND TRAVERSE MOBILE	GTMC - CHARGER PWR CORD	52695	10/10/19	69.73	72267
261-325-961.00	TRAINING & SCHOOLS	MICHIGAN COMMUNICATIO	2020 MEMBERSHIP	20MEMBER	10/10/19	500.00	72294
261-325-961.00	TRAINING & SCHOOLS	MICHIGAN COMMUNICATIO	LAUTENBACH DUES	20MEMBER	10/10/19	200.00	72398
261-325-970.00	EQUIPMENT	CDW - GOVERNMENT, INC	SHERIFF LAPTOPS - 2	TTV5970	10/17/19	5,098.22	72241
261-325-970.00	EQUIPMENT	GRAND TRAVERSE MOBILE	SHERIFF DOCKING STATIONS - 2	52630	10/10/19	2,741.76	72267
261-325-970.00	EQUIPMENT	GRAND TRAVERSE MOBILE	UPS - RADIO RACK ARMORY	52744	10/10/19	1,450.75	72267
261-325-970.00	EQUIPMENT	GRAND TRAVERSE MOBILE	MOBILE RADIO INSTALLS	52159	10/17/19	5,601.70	72374
261-325-970.00	EQUIPMENT	GRAND TRAVERSE MOBILE	MOBILE RADIOS INSTALL	51792	10/17/19	3,749.80	72374
261-325-970.00	EQUIPMENT	I.T. RIGHT	SERVER HARDWARE SOFTWARE PAYMENT	20161810	10/17/19	8,681.34	72378
261-325-970.00	EQUIPMENT	WESTTEL INTERNATIONAL	HANDSET INSTALL CONFIG	QOUTE 89	10/17/19	1,500.00	72424
			Total For Dept 325 DISPATCH/COMMUNICATION			32,005.05	
Dept 851 INSURANCE & BONDS							
261-851-725.06 LIFE INSURANCE							
		DEARBORN LIFE INSURAN	NOVEMBER 2019 STD/LTD, AD & D, LIF NOVEMBER 2019		10/17/19	27.34	72364
			Total For Dept 851 INSURANCE & BONDS			27.34	
Dept 852 MEDICAL INSURANCE							
261-852-715.00	RX UTILIZATION PROGRAM	EHIM	EMPLOYEE PRESCRIPTIONS 9/9 - 9/22/	245893	10/10/19	329.60	72256
261-852-715.00	RX UTILIZATION PROGRAM	EHIM	EMPLOYEE PRESCRIPTION COVERAGE 9/2	246467	10/17/19	113.18	72367
261-852-717.00	MEDICAL/DENTAL/VISION IN	44 NORTH	OCTOBER 2019 VISION INSURANCE	490356	10/17/19	100.62	72341
261-852-718.00	SHORT/LONG TERM DISABILI	DEARBORN LIFE INSURAN	NOVEMBER 2019 STD/LTD, AD & D, LIF NOVEMBER 2019		10/17/19	216.30	72364
261-852-800.00	CONTRACTED SERVICES - CA	44 NORTH	COBRA ADMINISTRATIVE FEE - OCTOBER	190356	10/17/19	146.80	72341
261-852-832.00	GYM MEMBERSHIP	BETSIE HOSICK HEALTH	6 MONTH MEMBERSHIP FOR CHRISTA KET MEMBERSHIP		10/10/19	180.00	72233
			Total For Dept 852 MEDICAL INSURANCE			1,086.50	
Dept 871 WORKERS COMPENSATION INSURANCE							
261-871-828.00 WORKERS COM INSURANCE							
		MICHIGAN COUNTIES WOR	2019 4TH QUARTER INSTALLMENT	3726	10/10/19	241.49	72295
			Total For Dept 871 WORKERS COMPENSATION INSURANC			241.49	
			Total For Fund 261 911 EMERGENCY SERVICE FUND			33,360.38	
Fund 263 LOCAL CORRECTION OFFICER'S TRAINING FUND							
Dept 362 OTHER CORRECTIONS ACTIVITIES							
263-362-961.00 TRAINING & SCHOOLS							
		MICHIGAN MUNICIPAL RI	CORR SUP TRNG 1028 TO 10302019	2954	10/10/19	100.00	72296
			Total For Dept 362 OTHER CORRECTIONS ACTIVITIES			100.00	
			Total For Fund 263 LOCAL CORRECTION OFFICER'S TR			100.00	
Fund 265 JUSTICE TRAINING (302) FUND							
Dept 000							
265-000-967.00 PROJECT EXPENSES							
		PUBLIC AGENCY TRAININ	11/12 AND 11/13 TRNG KASIL	242884	10/10/19	325.00	72315
			Total For Dept 000			325.00	
			Total For Fund 265 JUSTICE TRAINING (302) FUND			325.00	
Fund 269 LAW LIBRARY FUND							
Dept 000							
269-000-901.00	RESOURCE MATERIALS	MANISTEE COUNTY	CIRCUIT COURT EXPENSES SEPT 2019	093019	10/10/19	96.80	72285
269-000-901.00	RESOURCE MATERIALS	THOMSON REUTERS - WES	LIBRARY PLAN CHARGES OCT	841137289	10/10/19	762.52	72330
269-000-901.00	RESOURCE MATERIALS	RELX INC. DBA LEXISNE	SEPTEMBER 2019 SUBSCRIPTION	3092231360	10/17/19	660.00	72404

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 269 LAW LIBRARY FUND							
Dept 000						1,519.32	
Fund 276 COMMISSION ON AGING MILLAGE FUND							
Dept 000						1,519.32	
276-000-800.00	CONTRACTED SERVICES	BENZIE SENIOR RESOURC	ADJUSTED AMOUNT FOR CONTRACTED SER	OCTOBER 2019	10/10/19	3,602.00	72229
			Total For Dept 000			3,602.00	
			Total For Fund 276 COMMISSION ON AGING MILLAGE F			3,602.00	
Fund 292 CHILD CARE FUND							
Dept 000							
292-000-832.00	CONTRACTED SERVICES	CATHOLIC HUMAN SERVIC	PROJECT 19 CONTRACT	OCTOBER	10/10/19	7,800.00	72240
292-000-840.50	FOSTER CARE-NA	HOLY CROSS CHILDRENS	30 DAYS FOSTER CARE D.P.	SEPTEMBER	10/10/19	517.20	72270
292-000-840.50	FOSTER CARE-NA	MARION WABANIMKEE-MIN	93 DAYS FOSTER CARE W.R., H.D. & O	SEPT	10/10/19	1,811.02	72287
292-000-840.70	INSTITUTIONAL ROOM & BOA	COUNTY OF OTTAWA	24 DAYS INSTITUTIONAL CARE J.H.	86461	10/10/19	3,960.00	72248
292-000-840.95	IN HOME CARE MISC:	JENIFER STRAUSS	STORY BE TOLD THERAPY	OCTOBER	10/17/19	1,500.00	72384
292-000-850.00	TELEPHONE	CAMERON CLARK	TRAVEL AND PHONE REIM	SEPT	10/10/19	50.00	72239
292-000-862.00	MENTORING/TUTORING	DANA BURCH	TUTORING C.G.	9/30	10/10/19	60.00	72250
292-000-862.01	INCENTIVES	BETH JOSEPH	KAYAK RENTAL AND FOOD REIM	SEPT	10/10/19	117.52	72232
292-000-862.01	INCENTIVES	JENI BERNDT	GUITAR LESSON FOR IHC CLIENT	SEPT 30	10/10/19	60.00	72274
292-000-862.01	INCENTIVES	SHOP AND SAVE	FOOD FOR AFTER SCHOOL PROGRAM	SEPT	10/10/19	303.07	72320
292-000-862.02	DRUG TESTING	FORENSIC FLUIDS LABOR	DRUG TESTING	8/20	10/10/19	16.00	72261
			Total For Dept 000			16,194.81	
			Total For Fund 292 CHILD CARE FUND			16,194.81	
Fund 293 VETERAN'S RELIEF FUND							
Dept 000							
293-000-721.00	PER DIEM	BAILEY, LAWRENCE	PER DIEM FOR VETERANS	093019	10/17/19	35.00	72346
293-000-721.00	PER DIEM	BURCH, TYSON	PER DIEM FOR VETERANS	093019	10/17/19	35.00	72355
293-000-721.00	PER DIEM	FENDER, GARY	PER DIEM VETERANS	093019	10/17/19	35.00	72369
293-000-721.00	PER DIEM	GIDDIS, KIRT	PER DIEM FOR VETERANS	093019	10/17/19	35.00	72372
293-000-721.00	PER DIEM	ROELOFS, ROBERT	PER DIEM FOR VETERANS	093019	10/17/19	35.00	72410
293-000-721.00	PER DIEM	SCHAFER, DONALD E.	PER DIEM FOR VETERANS	093019	10/17/19	35.00	72411
293-000-727.00	OFFICE SUPPLIES	WELLS FARGO VENDOR FI	MONTHLY MAINT COPIER VETERANS	5007624429	10/17/19	68.03	72423
293-000-839.00	VETERANS BURIALS & MARKE	DEBORAH WHEELER	VETERANS BURIAL BENEFIT - CHARLES	10/16/2019	10/17/19	300.00	72365
293-000-839.10	VETERANS FINANCIAL AID	CRYSTAL FLASH	ACCT# 094284600 JUDY BLACK	101619	10/17/19	513.29	72362
293-000-860.00	TRAVEL	BAILEY, LAWRENCE	MILEAGE FOR SEPT 2019	093019M	10/17/19	2.14	72346
293-000-860.00	TRAVEL	BURCH, TYSON	MILEAGE FOR SEPT 2019	093019M	10/17/19	19.61	72355
293-000-860.00	TRAVEL	FENDER, GARY	MILEAGE FOR SEPT 2019	093019M	10/17/19	3.48	72369
293-000-860.00	TRAVEL	GIDDIS, KIRT	MILEAGE FOR SEPT 2019	093019M	10/17/19	18.45	72372
293-000-860.00	TRAVEL	ROELOFS, ROBERT	MILEAGE FOR SEPT 2019	093019M	10/17/19	24.36	72410
293-000-860.00	TRAVEL	SCHAFER, DONALD E.	MILEAGE FOR 09/30/19	093019M	10/17/19	2.56	72411
293-000-860.00	CONVENTIONS & MEETINGS	GTAVC	ANNUAL DUES FOR VA	100419	10/10/19	100.00	72268
293-000-955.00	CONVENTIONS & MEETINGS	MACVC	MEMBERSHIP DUES	100819	10/10/19	75.00	72283
293-000-955.00	CONVENTIONS & MEETINGS	NACVSO	2020 MEMBERSHIP DUES	2020M	10/10/19	50.00	72299
			Total For Dept 000			1,386.92	
			Total For Fund 293 VETERAN'S RELIEF FUND			1,386.92	
Fund 296 JUVENILE JUSTICE FUND							
Dept 000							

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 296 JUVENILE JUSTICE FUND							
Dept 000							
296-000-800.00	CONTRACTUAL SERVICES	LORI WADE	SOCIAL WORK CONTRACT	OCTOBER 1	10/17/19	1,250.00	72389
			Total For Dept 000			1,250.00	
			Total For Fund 296 JUVENILE JUSTICE FUND			1,250.00	
Fund 401 CAPITAL IMPROVEMENT FUND							
Dept 000							
401-000-967.00	PROJECT EXPENSES	KERBY'S BACKHOE SERVI	FINISH FILL AROUND NEW ASPHALT/SEE 2769		10/17/19	6,640.00	72387
			Total For Dept 000			6,640.00	
			Total For Fund 401 CAPITAL IMPROVEMENT FUND			6,640.00	
Fund 516 DELINQUENT TAX REVOLVING FUND							
Dept 000							
516-000-694.00	CASH OVER/SHORT	AFFILIATE MORTGAGE SE	OVERPAID ON TAXES 12-501-105-10/ C 101519		10/17/19	268.49	72342
			Total For Dept 000			268.49	
			Total For Fund 516 DELINQUENT TAX REVOLVING FUND			268.49	
Fund 532 TAX FORECLOSURE FUND							
Dept 253 COUNTY TREASURER							
532-253-810.00	LEGAL FEES	FIGURA, RICHARD	ODDFELLOWS LAWSUIT	BCT-570	10/17/19	195.00	72370
			Total For Dept 253 COUNTY TREASURER			195.00	
			Total For Fund 532 TAX FORECLOSURE FUND			195.00	
Fund 535 CDBG HOUSING GRANT FUND							
Dept 000							
535-000-800.00	CONTRACTED SERVICES	NMCAA	HANKINS	JOB B18-02-PI	10/10/19	2,450.00	72301
535-000-800.00	CONTRACTED SERVICES	NMCAA	NORDBECK	JOB B18-03-PI	10/10/19	2,500.00	72302
535-000-815.40	ADMINISTRATION FEES (NMH	NMCAA	HANKINS	JOB B18-02-PI	10/10/19	441.00	72301
535-000-815.40	ADMINISTRATION FEES (NMH	NMCAA	NORDBECK	JOB B18-03-PI	10/10/19	450.00	72302
			Total For Dept 000			5,841.00	
			Total For Fund 535 CDBG HOUSING GRANT FUND			5,841.00	
Fund 701 GENERAL AGENCY FUND							
Dept 136 DISTRICT COURT							
701-136-214.01	DUE TO SHERIFF'S DEPT -	BENZIE COUNTY SHERIFF	SEPTEMBER 2019 OWI REIMBURSEMENT	DPI7	10/10/19	541.00	72228
701-136-228.20	DUE STATE - DNR JUDGE	STATE OF MICHIGAN	FEE TRANSMITTAL SEPTEMBER 2019	STDC09/19	10/10/19	1,291.00	72324
701-136-228.30	DUE STATE - D. L. REINS	STATE OF MICHIGAN	FEE TRANSMITTAL SEPTEMBER 2019	STDC09/19	10/10/19	90.00	72324
701-136-228.37	DUE STATE - CRIME VICTIM	STATE OF MICHIGAN	FEE TRANSMITTAL SEPTEMBER 2019	STDC09/19	10/10/19	11,475.00	72324
701-136-228.42	DUE STATE - STATE COURT	STATE OF MICHIGAN	FEE TRANSMITTAL SEPTEMBER 2019	STDC09/19	10/10/19	150.00	72324
701-136-228.56	DUE STATE - EFLING FEE	STATE OF MICHIGAN	FEE TRANSMITTAL SEPTEMBER 2019	STDC09/19	10/10/19	410.00	72324
701-136-228.57	DUE STATE - STATE JURY	STATE OF MICHIGAN	FEE TRANSMITTAL SEPTEMBER 2019	STDC09/19	10/10/19	90.00	72324
701-136-228.58	DUE STATE - CIVIL FILING	STATE OF MICHIGAN	FEE TRANSMITTAL SEPTEMBER 2019	STDC09/19	10/10/19	1,806.00	72324
701-136-228.59	DUE STATE - JUSTICE SYST	STATE OF MICHIGAN	FEE TRANSMITTAL SEPTEMBER 2019	STDC09/19	10/10/19	13,326.13	72324
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BOND APPLIED / COSTS	DP9	10/10/19	1,575.00	72217
701-136-265.00	CASH BONDS PAYABLE	AHLSON, SHELLY ANN	BOND RETURN: AHLSON	17-414-FY	10/10/19	1,325.00	72219
701-136-265.00	CASH BONDS PAYABLE	HANKINS, FRANKLIN DEL	BOND RETURN: NANKINS	19-290-SD	10/17/19	5.00	72375
701-136-271.00	RESTITUTIONS PAYABLE	HERN, MICHAEL	RESTITUTION PAYMENT FROM CAITLYN F	17-284-FY	10/10/19	20.00	72269
701-136-271.00	RESTITUTIONS PAYABLE	MARGO, MICHAEL	RESTITUTION PAYMENT FROM KARALEE W	18-262-ST	10/10/19	40.00	72286
701-136-271.00	RESTITUTIONS PAYABLE	MCPHERSON, JUNE & DUS	RESTITUTION PAYMENT FROM PATRICK B	19-162-FY	10/10/19	20.00	72290
701-136-271.00	RESTITUTIONS PAYABLE	QUERY, MICHAEL	RESTITUTION PAYMENT FROM JED JAWOR	18-429-SM	10/10/19	50.00	72317

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 701 GENERAL AGENCY FUND							
Dept 136 DISTRICT COURT							
701-136-271.00	RESTITUTIONS PAYABLE	STATE FARM INSURANCE	RESTITUTION PAYMENT FROM WILLIAM F	11-089-FD	10/10/19	20.00	72322
701-136-271.00	RESTITUTIONS PAYABLE	BENZIE COUNTY ANIMAL	RESTITUTION PAYMENT FROM COURTNEY	17-310-SM	10/17/19	90.00	72348
701-136-271.00	RESTITUTIONS PAYABLE	CENTRAL STATE BANK	RESTITUTION PAYMENT FROM TODD VOIC	18-107-FY	10/17/19	20.00	72357
701-136-271.00	RESTITUTIONS PAYABLE	HERN, MICHAEL	RESTITUTION PAYMENT FROM CAITLYN E	17-284-FY	10/17/19	20.00	72377
701-136-271.00	RESTITUTIONS PAYABLE	MARGO, MICHAEL	RESTITUTION FROM KARALEE WILSON	18-262-ST	10/17/19	25.00	72392
701-136-271.00	RESTITUTIONS PAYABLE	ROBIN WHITNEY DVM LAK	RESTITUTION PAYMENT FROM COURTNEY	17-310-SM	10/17/19	50.00	72409
701-136-271.00	RESTITUTIONS PAYABLE	ZAVALA, LOTTIE	RESTITUTION PAYMENT FROM KRAIG HUM	17-139-SM	10/17/19	5.00	72425
701-136-275.00	REFUNDS	FARVE, DEAN	OVERPAYMENT	19-B225908-ST	10/10/19	3.00	72258
			Total For Dept 136 DISTRICT COURT			32,447.13	
Dept 148 PROBATE COURT							
701-148-228.06	DUE STATE - SHARED FEES	STATE OF MICHIGAN	FEE TRANSMITTAL SEPTEMBER 2019	STPC09/19	10/10/19	230.99	72323
701-148-228.42	DUE STATE - GENERAL FEES	STATE OF MICHIGAN	FEE TRANSMITTAL SEPTEMBER 2019	STPC09/19	10/10/19	120.00	72323
701-148-228.56	DUE STATE - EFILE FEE	STATE OF MICHIGAN	FEE TRANSMITTAL SEPTEMBER 2019	STPC09/19	10/10/19	250.00	72323
701-148-228.58	DUE STATE - CIVIL FILING	STATE OF MICHIGAN	FEE TRANSMITTAL SEPTEMBER 2019	STPC09/19	10/10/19	1,500.00	72323
			Total For Dept 148 PROBATE COURT			2,100.99	
Dept 215 COUNTY CLERK							
701-215-271.00	RESTITUTIONS PAYABLE	AMANDA CARPENTER	RESTITUTION FROM PATRICK KUHLMAN	13-2315-FH	10/10/19	25.00	72220
701-215-271.00	RESTITUTIONS PAYABLE	BLARNEY CASTLE - FRAN	RESTITUTION FROM MICHAEL REED	02-1795-FC	10/10/19	37.50	72236
701-215-271.00	RESTITUTIONS PAYABLE	KAYLA CHOWNYK	RESTITUTION FROM LUCAS BRIGHT	11-2233-FH	10/10/19	10.00	72276
701-215-271.00	RESTITUTIONS PAYABLE	KRISTINA EGGEMAN	RESTITUTION FROM DONOVAN LEONARD	16-2456-FC	10/10/19	25.00	72278
701-215-271.00	RESTITUTIONS PAYABLE	TOM AND ROBIN LEE	RESTITUTION FROM DONALD MARSHALL	14-2364-FH	10/10/19	50.00	72332
701-215-271.00	RESTITUTIONS PAYABLE	RICHARD VETTER SR.	RESTITUTION FROM ROBERICK BAKER	13-2328-FH	10/17/19	75.00	72407
701-215-271.00	RESTITUTIONS PAYABLE	TOM AND ROBIN LEE	RESTITUTION FROM DONALD MARSHALL	14-2364-FH	10/17/19	50.00	72416
701-215-271.10	FAMILY DIVISION RESTITUT	MCRCSTP DEPT 77943	RESTITUTION FROM JON ULLOM	06-1320-DL	10/10/19	250.00	72291
701-215-299.03	CIRCUIT COURT MISCELLANE	85TH DISTRICT COURT	RE: BRANDON PIPER COURT ASSESSMENT	13-245-FY	10/10/19	5.00	72216
701-215-299.03	CIRCUIT COURT MISCELLANE	BLUE CROSS BLUE SHIEL	OVERPAID AMBULANCE RE: ORSON DEEME	19-14421	10/17/19	772.51	72352
701-215-299.03	CIRCUIT COURT MISCELLANE	GPM LIFE	OVERPAID AMBULANCE RE: LANNY JOHNS	19-12907	10/17/19	107.85	72373
701-215-299.03	CIRCUIT COURT MISCELLANE	REYNOLDS JONKHOFF FUN	REFUND CREMATION FEE - ROBERT STOO	10/10/2019	10/17/19	40.00	72406
			Total For Dept 215 COUNTY CLERK			1,447.86	
Dept 253 COUNTY TREASURER							
701-253-274.21	FEDERAL PILOT	BENZIE COUNTY CENTRAL	2019 FEDERAL PILOT TAX DISTRIBUTION	093019	10/10/19	2,342.15	72226
701-253-274.21	FEDERAL PILOT	BENZIE COUNTY CENTRAL	2019 FEDERAL PILOT TAX DISTRIBUTION	093019S	10/10/19	1,312.92	72226
701-253-274.21	FEDERAL PILOT	BENZIE TRANSPORTATION	2019 FEDERAL PILOT TAX DISTRIBUTION	093019	10/10/19	849.61	72230
701-253-274.21	FEDERAL PILOT	BENZONIA TOWNSHIP TRE	2019 FEDERAL PILOT TAX DISTRIBUTION	093019	10/10/19	135.00	72231
701-253-274.21	FEDERAL PILOT	CONSERVATION DISTRICT	2019 FEDERAL PILOT TAX DISTRIBUTION	093019	10/10/19	216.25	72245
701-253-274.21	FEDERAL PILOT	FRANKFORT-ELBERTA SCH	2019 FEDERAL PILOT TAX DISTRIBUTION	093019	10/10/19	354.38	72263
701-253-274.21	FEDERAL PILOT	GLEN LAKE COMMUNITY S	2019 FEDERAL PILOT TAX DISTRIBUTION	093019	10/10/19	35.35	72265
701-253-274.21	FEDERAL PILOT	LAKE TOWNSHIP TREASUR	2019 FEDERAL PILOT TAX DISTRIBUTION	093019	10/10/19	1,411.59	72280
701-253-274.21	FEDERAL PILOT	PLATTE TOWNSHIP TREAS	2019 FEDERAL PILOT TAX DISTRIBUTION	093019	10/10/19	660.39	72313
701-253-274.21	FEDERAL PILOT	STATE OF MICHIGAN	2019 FEDERAL PILOT TAX DISTRIBUTION	093019	10/10/19	10,380.17	72325
701-253-274.21	FEDERAL PILOT	TRAVERSE BAY AREA INT	2019 FEDERAL PILOT TAX DISTRIBUTION	093019	10/10/19	5,051.17	72334
			Total For Dept 253 COUNTY TREASURER			22,748.98	
Dept 301 SHERIFF							
701-301-228.16	DUE STATE - FINGER PRINT	MICHIGAN STATE POLICE	LIVE SCAN SEPT 2019	551-547509	10/10/19	735.25	72297
701-301-228.63	DUE STATE - SEX OFFENDER	MICHIGAN STATE POLICE	SOR SEPTEMBER 2019	551-547266	10/10/19	120.00	72297
			Total For Dept 301 SHERIFF			855.25	
			Total For Fund 701 GENERAL AGENCY FUND			59,600.21	

Committee Of The Whole

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

The Benzie County Board of Commissioners met as a Committee of the Whole on Tuesday, October 8, 2019, in the Frank Walterhouse Board Room, 448 Court Place, Government Center, Beulah, Michigan.

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

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

The Pledge of Allegiance was recited.

Agenda:

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

Minutes:

Motion by Jeannot, seconded by Sauer, to approve the Committee of the Whole minutes of September 24, 2019 as presented. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

1:31 p.m. Public Input – None

Eric Johnson -- Benzie Leelanau Health Department (Graphic Sciences Scanning):

Request for funds to fund a scanning project for the Environmental Health portion of the Health Department; there would be a portal for the public to access information to free up time for the staff to handle the other matters of the office; the total amount they are requesting is \$30,000 to cover the scanning of current documents on hand, software program and scanner that will allow them to move forward from here. They would not get rid of the documents, just put them in storage.

Mitch asked why we didn't hear about this before the budget was finalized.

Comm Sauer stated that we can use the capital improvement funds to fund this project.

They have two more bids coming in, so this is information only.

Ron Berns – 911 Director:

- a. Intercom system: **Motion by Jeannot, seconded by Roelofs, to recommend to the Board of Commissioners to authorize the Top Line bid of \$6,400 for the intercom project as presented from line 261-325-970.00. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.**
- b. New server: **Motion by Roelofs, seconded by Nye, to recommend to the Board of Commissioners to authorize contract with IT Right in the amount of \$10,121.34 for CAD system as presented, from line 261-325-970.00. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.**
- c. Connectivity to Dispatch Positions: **Motion by Roelofs, seconded by Farrell, to recommend to the Board of Commissioners to enter into contract with Top Line in the amount of \$2,250.00 for cabling of the CAD server in dispatch as presented, from line 261-325-970.00. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.**

Ron thanks the board for allowing him to serve the public and community for Benzie County; this has been a great opportunity; 16 days remaining until retirement. An open house will be held for Ron on Wednesday, October 30, 2019 from 2:00 - 4:00 p.m. – his last day of work.

Tom King, EMS – Add Full Time Position: Request to add a full time position to workforce by consolidating 4 – 24 hours shifts that have been filled with four part-time positions; part-timers are a needed resource, but we are using them to fill minimum staffing requirements; we have a high call off rate on some of those shifts. This will be the addition of a full-time position to the employee roster.

Motion by Jeannot, seconded by Sauer, to recommend to the Board of Commissioners the approval of this action with the understanding that within 6 months that we get feedback as to what the part time usage was as compared to the previous year's 6 months. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

Mitch Deisch – Pension Team Update: Thank you to the members that assisted with the project. We had diverse discussions. We have some preliminary conclusions:

- A. Preliminary = Defined Contribution for future employees with a date certain.
- B. Vesting Timeframe = 5-year vesting to receive a portion of the employer contributions if they leave employment: 1 year = 20%; 2 years = 40%; 3 years = 60%; 4 years = 80%; 5 years = 100%.
- C. Need to establish an employee and employer contribution amount.

Susan presented a MERS Monthly Contribution spreadsheet prepared by Maridee showing what the county pays now for MERS and what the county would pay if switched to a Defined Contribution plan with different options.

Mitch asks what they would like to do with the Commissioner's retirement.

Comm Jeannot and Taylor both say they would terminate it at this time for Commissioners.

Motion by Sauer, seconded by Roelofs, to recommend to the Board of Commissioners to move to a Defined Contribution plan with a 2% employer contribution with a match up to 5%.

Motion by Sauer, seconded by Roelofs, to amend to add a vesting requirement of 5-year vesting as follows: 1 year = 20%; 2 years = 40%; 3 years = 60%; 4 years = 80%; 5 years = 100%, effective January 1, 2020, for new hires.

Vote on Amendment: Ayes: Farrell, Roelofs, Sauer, Taylor and Warsecke Nays: Jeannot and Nye

Vote on Original Motion as Amended: Ayes: Farrell, Roelofs, Sauer, Taylor and Warsecke Nays: Jeannot and Nye Motion carried.

Discussion held regarding eliminating the Commissioner division; Mitch to research and then report back to this committee of the whole.

3:10 p.m. Public Input -- None

Motion by Roelofs, seconded by Sauer, to adjourn at 3:10 p.m. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

Evan Warsecke, Chair (COTW)

Dawn Olney, Benzie County Clerk

DRAFT

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

1. To authorize the Top Line bid of \$6,400 for the intercom project as presented from line 261-325-970.00.
2. To authorize contract with IT Right in the amount of \$10,121.34 for CAD system as presented, from line 261-325-970.00.
3. To enter into contract with Top Line in the amount of \$2,250.00 for cabling of the CAD server in dispatch as presented, from line 261-325-970.00.
4. To approve a full-time position with EMS with the understanding that within 6 months that we get feedback as to what the part time usage was as compared to the previous year's 6 months.
5. To move to a Defined Contribution plan with a 2% employer contribution with a match up to 5% and to add a vesting requirement of 5-year vesting as follows: 1 year = 20%; 2 years – 40%; 3 years = 60%; 4 years = 80%; 5 years = 100%, effective January 1, 2020, for new hires.

Committee Appointments

Ann Loveless

1203 Shorewood Drive

Frankfort, MI 49635

231-352-5491/annlove@charter.net

Dawn Olney

Benzie Clerk

448 Court Place

Beulah, MI 49617

September 26, 2019

Dear Dawn and Board of Commissioners:

My term for DHHS Maples position on board expires October 31, 2019 and I would like to inform you that I do not want to renew my term. My last board meeting will be October 22, 2019.

Sincerely,



Ann Loveless

RECEIVED

OCT 09 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

BENZIE COUNTY COMMITTEE APPOINTMENTS

The Benzie County Board of Commissioners are seeking individuals interested in serving on the following County Committees. **These appointments are for positions that will expire on or before December 31, 2019.**

Airport Authority – 1 position
Benzie-Leelanau Health Dept Board of Appeals – 2 positions
Building Authority – 2 positions
CDBG Housing Program – 3 positions
EMS – 3 positions
DHHS (formerly FIA) – 1 position
Parks & Recreation – 4 positions
Planning Commission – 4 positions
Veterans Affairs – 1 position
Solid Waste Advisory Board – 4 positions

Some committees (but not all) pay a per diem and mileage.

Applications can be printed from our web site at www.benzieco.net

Look under Residents/Visitors, Forms, County Clerk, Applications to Board or Committees; or interested persons should send a letter of interest to: Dawn Olney, Benzie County Clerk, 448 Court Place, Beulah, MI 49617. Be sure to include a telephone number under contact information.

Benzie County is an equal opportunity employer.

Dawn Olney

Benzie County Clerk

(231) 882-9671 – Option 2

2x5
Record
on web site
10-15-19
Peter 107

Committee Name

Date Appointed Date term Expires

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

Coury Carland	02/26/19	12/31/19
Kenneth J. Laurence	06/13/17	03/01/19 ²³

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

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

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

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

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

Eugene Allen John Morse	06/17/14	05/10/16	10-8-19	04/30/19 ²²
Amy Herczak	02/18/14	04/11/17		04/30/20
Anne Noah		04/11/17		04/30/20
Jennifer Kolinske	4/11/17	03/13/19		04/30/22
Susan Kirkpatrick	4/28/15	04/24/18		04/30/21
Eric VanDussen	04/15/2014	04/11/17		04/30/20
Patty Roth		06/26/18		04/30/21
Evan Warsecke -- Liaison		01/22/19		12/31/19

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

Gary Pallin (Beulah)		06/28/16	04/15/19
John Wheeler, Alt (CLPRA)		06/28/16	04/15/19
Gregory Nowell, Alt (CLPRA)		06/28/16	04/15/19
Paul Bare (CLPRA)	3/18/14	06/28/16	04/15/20
Dan Schoonmaker (CLPRA)	4/15/11	06/28/16	04/15/20
Janet (Jen) Whiting Elberta		05/24/16	08/01/19
Coury Carland Alt Comm/P&R Rep		01/22/19	12/31/19
Gary Sauer Commissioner		01/22/19	12/31/19
FlintWyatt (FBVT Rep)		04/12/16	12/31/19
Charles Syer (Thompsonville)		11/12/18	04/15/21
John Rothhaar	11/14/17	02/12/19	04/15/22

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

Laura Bancroft (REP)	10/10/17	10/10/17	11/01/21
Ray Nichols (DEM)	10/10/17	10/10/17	11/01/21
Janice Mick (REP)		09/10/19	11/01/23
Pete Brown (DEM)	9/10/19	09/10/19	11/01/23

2-Brownfield Authority - Est 6/19/2012; merged with EDC Sept 2017**1-Building Authority 3yr Term 4 member -- As Needed - Increased to 5 8/2017**

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

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

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

Jean Bowers	01/18/00	02/18/15	12/31/19
Carol Dye		02/12/19	02/01/24
Dawn Olney	01/18/00	02/18/15	12/31/19
Art Jeannot (Commissioner)		01/22/19	12/31/19
Amy Bissell	8/18/09	02/18/15	12/31/19

1-Construction Board of Appeals 2 yr term

Roger Papineau	5/26/15	12/18/18	12/31/20
Randy Olsen	1/16/07	12/18/18	12/31/20
Rodney Moore	1/16/07	12/18/18	12/31/20
Caleb Luibrand	1/16/07	01/22/19	12/31/20
Sean Duperron	9/10/19	09/10/19	12/31/20

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
Rhonda Nye (Commissioner)		03/12/19	12/31/19
Art Jeannot (Commissioner)		01/22/19	12/31/19
Courtney Gillison		03/08/16	12/31/22
Robert Russell		06/26/18	01/31/22
Mary Carroll	11/1/11	03/04/14	01/31/20
Ed Kowalski		03/08/16	01/31/22
Blake Brooks	12/21/10	04/11/17	01/31/23
Paula Figura	2/12/19	02/09/19	01/31/25

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

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

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

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

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

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

2-Jury Board 6yr term -- quarterly

Elizabeth Shrake	5/23/2017	05/23/17	05/01/23
Jean Bowers	05/01/01	04/14/19	05/01/25
Janice Robinson Mick		06/13/17	05/01/21

1-Land Bank Authority - 3 year term

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

Medical Examiner

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

Donald C. Smeltzer (B)	1/2007	03/28/19	03/31/22
Donald R. Tanner (B)	5/12/2016	04/10/18	03/31/21
Rhonda Nye (B) (Commissioner)		03/08/19	03/31/20
Linda Farrell (B) (Commissioner)		01/22/19	03/31/20
Mary O'Connor Heitjan (B)		04/10/18	03/31/21

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

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

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

November 14, 2017 New Ordinance Adopted			
Coury Carland	Ex Officio -- BOC	01/22/19	12/31/19
Chris Walrad	Educ (School Rep)	02/13/18	12/01/20
Chuck Beale - Blaine Twp	11/14/17	12/18/18	12/01/21
Betsy Evans - Joyfield Twp	11/14/17	12/18/18	12/01/21
Irene Dunham-Thayer - Colfax	2/13/18	12/18/18	12/01/21
Walter Roch von Rochsburg - Ffort	2/7/12	11/14/17	12/01/19
Vince Edwards - Vill of Lake Ann	11/14/17	11/14/17	12/01/19
Rosemary Naulty - Lake Twp	2/13/18	02/13/18	12/01/19
Jason Barnard - Benz & Platte Twp	2/13/18	02/13/18	12/01/19
James Clark - Inland Twp	11/14/17	11/14/17	12/01/20
Greg Wright - Crystal Lake Twp	2/13/18	02/13/18	12/01/20

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

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

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

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

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

Tyson Burch	5/14/19	05/14/19	12/31/22
Lawrence "Camp" Bailey	01/21/14	12/06/16	12/31/19
Gary Fender	8/28/18	12/05/17	12/31/21
Dr. Donald E Schaffer	12/18/18	12/18/18	12/31/22
Kirt A. Giddis	2/19/2013	12/05/17	12/31/21
Bob Roelofs		03/21/17	12/31/20
Ed Kowalski		03/21/17	12/31/20

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

Todd Warren	3/21/06	12/18/18	12/31/20
Dennis Fischgrabe	2/19/13	11/14/17	12/31/19
Evan Warsecke	Commissioner	01/22/19	12/31/19
David Zempel	11/14/17	11/14/17	12/31/19
David Schaffer	12/18/18	12/18/18	12/31/20
Christopher Cote	3/12/19	03/12/19	12/31/19
Marlene Wood	5/24/16	11/14/17	12/31/19

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

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

Zoning Board of Appeals; Dissolved 5/4/2010

Zoning Terminated 3/31/2010

Updated 9/10/2019

ACTION ITEMS

Committee Meeting Agenda Request Form

Date: 10/11/2019

Department: Benzie County Sheriff's Office, Corrections

Project Name and Scope: Renew Contract with Centra Wellness Network.

Is this request for a budget amendment? N

If so, the amendment must be attached.

Project Scope (explain reason for your project or amendment): The board chair will need to sign the contract with Centra Wellness.

Cost of project \$ None

Is the project over \$3,500? NO

If, yes please attach your three bids/quotes.

Is the bid/quote recommended the lowest received:

If not the lowest bid/quote, provide a reason for your recommendation? This is only a contract renewal.

Have you checked your fund, do you have the required funds for your project? Yes

Is there a contract/agreement that will need to be signed? Yes

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

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

Finance

B & G

Technology

HR

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



Centra Wellness
NETWORK

September 30, 2019

Benzie County Sheriff's Dept.
505 S. Michigan Avenue
Beulah, MI 49617

Re: Contract #20200099E

Greetings,

Please review the enclosed Contract and, if you agree, please sign and return both copies to my attention for final execution.

For additional information about Centra Wellness Network, feel free to visit our website at www.centrawellness.org. If you have any questions, please feel free to contact the Provider Network Specialist Kacey Kidder-Snyder at (231) 882-2187. You are also welcome, to contact me at my office number below.

Respectfully Yours,

Patrick Kozlowski, MA LPC
Director, Customer and Provider Services
231-882-2174 pkozlowski@centrawellness.org
Centra Wellness Network formerly Manistee-Benzie Community Mental Health
Enclosures
Pk/pb
cc: file

LETTER OF AGREEMENT

BETWEEN

BENZIE COUNTY SHERIFF'S DEPARTMENT

(hereinafter referred to as "SHERIFF'S OFFICE")

&

MANISTEE BENZIE COMMUNITY MENTAL HEALTH ORGANIZATION

Also known as

CENTRA WELLNESS NETWORK

(hereinafter referred to as "CWN")

The purpose of this Letter of Agreement is to establish a services agreement(s)
between CWN and the Sheriff's Office.

BOTH AGENCIES

Agree:

1. To participate in planning and development activities related to collaborative services.
2. To respond in a timely manner to requests for information required in planning, development and implementation of services.
3. To share information, where not prohibited by law, as needed for the planning and implementation of this service.
4. To resolve, in a timely manner, problems/issues that might arise during the execution of this Letter of Agreement.
5. To abide by all State and Federal Laws, Regulations, and Directives that may apply.

- vii. Provide a monthly report of activities and services;
- viii. The worker is generally expected to be located at the Sheriff's Office two (2) working days a week;
- ix. Provide consultative psychiatric services to the medical personnel of the Sheriff's Office for the assistance in the psychiatric treatment of inmates.

2. To bill Sheriff's Office \$48,438.00 for mental health services in full in by October 31, 2020 and bill all other authorized services, as accumulated during the course of fiscal year 2020, to the Sheriff's Office by October 31, 2020.

Invoices will be sent to:

Sheriff's Office
505 S. Michigan Avenue
Beulah, MI 49617

SHERIFF'S OFFICE

Agrees to:

- 1. Reimburse CWN for services provided within 60 days of receipt of invoice(s) from CWN.

Payment shall be sent to:

Centra Wellness Network
310 N. Glocheski Dr.
Manistee, MI 49660

- 2. To abide by the terms established by each attachment to this Agreement.

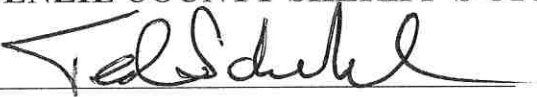
TERMS OF THIS LETTER OF AGREEMENT

SIGNATURE SECTION

The individual or officer signing this agreement certifies by her/his signature that they authorized to sign the agreement on behalf of the responsible governing board or agency.

FOR:

BENZIE COUNTY SHERIFF'S OFFICE



Ted Schendel

Sheriff



Date

FOR:

CENTRA WELLNESS NETWORK



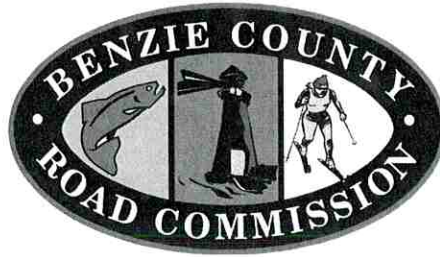
Joseph "Chip" Johnston

Executive Director



Date

ROBERT ROSA, CHAIRMAN
JIM BOWERS, VICE CHAIR
TED MICK, MEMBER
MATTHEW SKEELS, MANAGER
www.BenzieCRC.org



11318 MAIN STREET
P. O. BOX 68
HONOR, MI 49640-0068
(231) 325-3051
(231) 325-2767 FAX

Your Local Road Professionals

September 27, 2019

Gary Sauer, Chairman
Benzie County
448 Court Place
Beulah, MI 49617

Dear Mr. Sauer,

Enclosed are the maintenance contracts for 2019-20 and our Certificate of Auto Liability Insurance for Government Center Roads and Jail Access Road, and the Betsie Valley Trail. If you decide to approve the contracts, please sign, keep one for your records and return a copy to us.

We will also need a Certificate of General Liability Insurance, naming the Road Commission as an additional insured.

If you have any questions please call.

Yours truly,

A handwritten signature in blue ink that reads "Jennifer Kolinske".

Jennifer Kolinske
Financial Manager

RECEIVED

OCT 15 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Benzie County Road Commission

Government Center Roads and the Jail Access Road Maintenance

This Contract, made and entered into this ____ day of _____, 2019, by and between the Benzie County Board of County Road Commissioners, hereinafter referred to as the "Board", and the Benzie County Board of Commissioners, hereinafter referred to as the "County".

WITNESSETH:

WHEREAS, the County has affirmatively found that contracting with this Board for winter service in maintaining the Government Center roads and the Jail Access Road within its jurisdiction is in the best public interest;

NOW, THEREFORE, in consideration of the premises and the mutual undertakings of the parties, it is agreed as follows:

ORGANIZATION, EQUIPMENT, AND FACILITIES

1. The Board shall provide personnel, equipment, and facilities to maintain the County's road and provide the services required under the terms of this contract.

SCOPE OF WORK

2. The Board shall perform maintenance work under the direction of the "County" or its representative. The Board may refuse to provide service if, in the Superintendent's judgment, adequate personnel and/or equipment are not available.

INTEGRATION OF WORK

3. The Board shall furnish personnel and equipment as needed to perform maintenance on the Government Center roads and the Jail Access Road as conditions warrant.

SUPERVISION

4. The Board hereby designates Matthew Skeels, or others, functioning in the same capacity as Manager, hereinafter referred to as "Manager", who shall supervise maintenance on all roads.

WAGE SCHEDULE

5. Wages paid by the Board for work on the Government Center roads and the Jail Access Road shall be in accordance with the current labor contract. Wages of other

employees not covered above and employed by the Road Commission shall be fixed by the Board in accordance with its regular salary schedule.

The County shall reimburse the Board for direct labor overhead costs on all labor costs properly chargeable to the County including but not limited to holiday pay, workers' disability compensation, retirement, social security, group life insurance, hospitalization, longevity, unemployment insurance, and military leave.

MATERIALS TO BE ACQUIRED

6. Materials necessary for the performance of this contract will be purchased by the Board. A five percent (5%) handling and storage charge may be added to the purchase price of all materials requiring inside storage or special care.

SCOPE OF CONTRACT

7. It is declared that the work performed under this contract is a governmental function which the Board performs for the County. This contract does not confer jurisdiction upon the Board over the roads encompassed by this contract. This contract may not be construed to confer even temporary or concurrent jurisdiction of the Board over these roads. Nothing inconsistent with the underlying statutory jurisdiction, duties, prerogatives, and obligations of the County is herein intended. The parties hereto further declare that this contract is not made for the benefit of any third party.

INDEMNIFICATION

8. The County agrees to indemnify, defend, and save harmless the Board, its officials, employees, and agents from and against all loss or expense (including costs and attorney fees) by reason of any liability asserted or imposed upon the Board, its officials, agents, or employees for damages because of bodily injury, including death, at any time resulting therefrom, sustained by any person or persons or on account of damage to property, including loss of use thereof, arising out of or in consequence of the performance of the work described herein, whether such injuries to persons or property is due or claimed to be due, to the negligence of the County, the Board, or its officials, employees, or agents.

INSURANCE

9. A. The Board agrees to furnish a Certificate of automobile liability insurance, which shall be in compliance with the No-Fault Automobile Insurance laws of the State of Michigan.

B. The Board shall comply with the Michigan Worker's Disability Compensation Law as to all employees performing work under this contract.

B. The Board shall comply with the Michigan Worker's Disability Compensation Law as to all employees performing work under this contract.

C. The County Board agrees to provide a Certificate of General Liability Insurance naming the Board as an additional insured.

EQUIPMENT RENTAL

10. The Board will use the equipment rental rates as furnished by Michigan Department of Transportation.

OVERHEAD

11. A ten percent (10%) overhead charge shall be applied to all labor, equipment, and material charges.

STATEMENT OF CHARGES

12. The County Board agrees to pay in accordance with the terms of this contract. The Board will bill the County Board on a monthly basis.

TERM OF CONTRACT

13. The term of this contract is from October 1, 2019 to September 30, 2020.

TERMINATION OF CONTRACT

14. This contract may be terminated by either party during the months of April, May, and June only. Ninety (90) days written notice must be given to the other party prior to the effective date of termination. This contract is terminated by the Board in the event of a strike or other work stoppage.

SECTION HEADINGS

15. The section headings contained herein are for convenience in reference and not intended to define or limit the scope of any provisions of this contract.

EFFECTIVE DATE OF CONTRACT

16. This contract shall become binding on the parties hereto and of full force and effect upon the signing thereof by the duly authorized officials for the Board, and for the County Board; upon the adoption of a resolution approving said contract and authorizing the signatures thereto of the respective officials of the Board and the County Board.

IN WITNESS WHEREOF, the parties hereto have caused this contract to be executed the day and year first above written.

BOARD OF COUNTY ROAD COMMISSIONERS OF BENZIE COUNTY, MICHIGAN

By: Robert Rosa
Robert Rosa, Chairman

BOARD OF COUNTY COMMISSIONERS OF BENZIE COUNTY

By: _____
CHAIRMAN

Benzie County Road Commission

Betsie Valley Trail Maintenance

This Contract, made and entered into this _____ day of _____, 2019, by and between the Benzie County Board of County Road Commissioners, hereinafter referred to as the "Board," and the Benzie County Board of Commissioners, hereinafter referred to as the "County Board."

WITNESSETH:

WHEREAS, the County Board has affirmatively found that contracting with this Board for the maintenance of the Betsie Valley Trail within its jurisdiction is in the best public interest;

NOW, THEREFORE, in consideration of the premises and the mutual undertakings of the parties, it is agreed as follows:

ORGANIZATION, EQUIPMENT, AND FACILITIES

1. The Board shall provide personnel, equipment, and facilities (when available) to maintain the Trail and provide the services required under the terms of this contract.

SCOPE OF WORK

2. The Board shall perform maintenance work under the direction of the "County Board" or its representative. The Board may refuse to provide service if, in the Superintendent's judgment, adequate personnel and/or equipment are not available.

INTEGRATION OF COUNTY AND TRAIL WORK

3. The Board shall furnish personnel and equipment as needed to perform maintenance on the Trail. Personnel and equipment shall be used on the Trail as conditions warrant.

SUPERVISION

4. The Board hereby designates Matthew Skeels, or others functioning in the same capacity as Manager, hereinafter referred to as "Manager," who shall supervise maintenance on the Trail.

WAGE SCHEDULE

5. Wages paid by the Board for work on the Trail shall be in accordance with the current labor contract. Wages of other employees not covered above and employed on the Trail shall be fixed by the Board in accordance with its regular salary schedule.

The County Board shall reimburse the Board for direct labor overhead costs on all labor costs properly chargeable to the County Board including but not limited to holiday pay, workers' disability compensation, retirement, social security, group life insurance, hospitalization, longevity, unemployment insurance, and military leave.

MATERIALS TO BE ACQUIRED

6. Materials necessary for the performance of this contract will be purchased by the Board. A five percent (5%) handling and storage charge may be added to the purchase price of all materials requiring inside storage or special care.

SCOPE OF CONTRACT

7. It is declared that the work performed under this contract is a governmental function which the Board performs for the County Board. This contract does not confer jurisdiction upon the Board over the Trail encompassed by this contract. This contract may not be construed to confer even temporary or concurrent jurisdiction of the Board over the Trail. Nothing inconsistent with the underlying statutory jurisdiction, duties, prerogatives, and obligations of the County Board is herein intended. The parties hereto further declare that this contract is not made for the benefit of any third party.

INDEMNIFICATION

8. The County Board agrees to indemnify, defend, and save harmless the Board, its officials, employees, and agents from and against all loss or expense (including costs and attorney fees) by reason of any liability asserted or imposed upon the Board, its officials, agents, or employees for damages because of bodily injury, including death, at any time resulting therefrom, sustained by any person or persons or on account of damage to property, including loss of use thereof, arising out of or in consequence of the performance of the work described herein, whether such injury to persons or property is due or claimed to be due, to the negligence of the County Board, or its officials, employees, or agents.

INSURANCE

9. A. The Board agrees to furnish a Certificate of Automobile Liability Insurance, which shall be in compliance with the No-Fault Automobile Insurance laws of the State of Michigan.

C. The County agrees to provide a certificate of insurance naming the Board as an additional insured.

EQUIPMENT RENTAL

10. The Board will use the equipment rental rates as furnished by Michigan Department of Transportation.

OVERHEAD

11. A ten percent (10%) overhead charge shall be applied to all labor, equipment, and material charges.

STATEMENT OF CHARGES

12. The County agrees to pay in accordance with the terms of this contract. The Board will bill the County on a monthly basis.

TERM OF CONTRACT

13. The term of this contract is from October 1, 2019 through September 30, 2020.

TERMINATION OF CONTRACT

14. This contract may be terminated by either party during the months of April, May, and June only. Ninety (90) days written notice must be given to the other party prior to the effective date of termination. This contract is terminated by the Board in the event of a strike or other work stoppage.

SECTION HEADINGS

15. The section headings contained herein are for convenience in reference and not intended to define or limit the scope of any provisions of this contract.

EFFECTIVE DATE OF CONTRACT

16. This contract shall become binding on the parties hereto and of full force and effect upon the signing thereof by the duly authorized officials for the Board, and for the County; upon the adoption of said contract and authorizing the signatures thereto of the respective officials of the Board and the County.

IN WITNESS WHEREOF, the parties hereto have caused this contract to be executed the day and year first above written.

BOARD OF COUNTY ROAD COMMISSIONERS OF BENZIE COUNTY, MICHIGAN

By: Robert Rosa
Robert Rosa, Chairman

BOARD OF COUNTY COMMISSIONERS OF BENZIE COUNTY

By: _____
Chairman

**STATE OF MICHIGAN
CERTIFICATE OF NO-FAULT INSURANCE
FLEET COVERAGE**

The Michigan County Road Commission Self-Insurance Pool certifies that it has issued a policy complying with Act 294, P.A. 1972, as amended covering ALL VEHICLES scheduled as insured on file with the Michigan County Road Commission Self-Insurance Pool.

Name of Insured: Benzie County Road Commission

Address:

P.O. Box 68
Honor, MI 49640

By: 
Authorized Representative

Policy Number: MCRP-1000-AJ

Effective: 4/1/2019

Expires: 4/1/2020

PENALTY FOR OPERATION WITHOUT INSURANCE

Michigan Law (MCLA 500.3101) requires that the owner or registrant of a motor vehicle registered in this state must have insurance or other approved security for the payment of no-fault benefits on the vehicle at all times. An owner or registrant who drives or permits a vehicle to be driven upon a public highway without the proper insurance or other security is guilty of a misdemeanor.

An owner or registrant convicted of such a misdemeanor shall be fined not less than \$200.00 nor more than \$500.00, or imprisoned for not more than 1 year, or both.

A person who supplies false information to the Secretary of State or who issues or uses an invalid certificate of insurance is guilty of a misdemeanor punishable by imprisonment for not more than 1 year, or a fine of not more than \$1,000.00 or both.

This form may be presented as evidence of insurance.

Claims Telephone Number
(800) 842-6013

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OCT 15 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Correspondence

1

BENZIE COUNTY
SOLID WASTE ADVISORY COMMITTEE

MINUTES OF JUNE 26, 2019

MEMBERS PRESENT: Dave Zempel, Todd Warren, Evan Warsecke,
Marlene Wood, David Schaffer, Dennis Fischgrabe

ABSENT: Christopher Cote

ALSO PRESENT: Jesse Zylstra – Solid Waste / Recycling Coordinator
Three members of the public were also present

GUEST: Kris Wood – Bay Area Disposal

Call to Order: Chairman, Dave Zempel called the meeting to order at 5:00 pm

APPROVAL OF THE AGENDA: Motion by Wood to approve the agenda. Seconded by Warren. All Aye

APPROVAL OF THE MINUTES OF APRIL 3, 2019: Motion by Warren, seconded by Fischgrabe to approve the minutes of the regular meeting as presented. All Aye.

Public Input on the Agenda: David Brown, Owner of Builders Waste expressed interest in the Business Discussion b.

Coordinator's Report: A report of the coordinator's activities and program updates was available to the committee for review and discussion.

Zylstra covered details of current activities:

- Site attendants are in place to help monitor & clean 24/7 recycling locations during the busy summer months.
- Coordinator participated in the Benzie Expo event, attended the Michigan Recycling Coalition Conference in May, wrote an Earth Day article and submitted a PSA article prior to the busy 4th of July Holiday weekend.
- Coordinator continues oversight of school cardboard trailers during summer months.
- Progress of possible relocation opportunities for the Frankfort recycling site continues, with a contract in place to remain at current site through 2019.
- State Legislation reintroduced by EGLE (formerly known as the DEQ) for statewide update potential of county Solid Waste Plans and funding to be made available to accomplish that task.

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OCT 04 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

- Coordinator announced a statewide initiative squad to help educate the public and grow recycling in Michigan.
- Coordinator continues to collect batteries, cell phones and compact fluorescents from Benzie municipalities. He sorts and sends batteries to Battery Solutions & ReConnect for proper disposal/recycling.
- The 1st HHW, Electronics, Mattresses, and Scrap Tire Collection Event was conducted June 15th. Volumes are not yet in but Zylstra reported the semi trailer of scrap tires was filled to capacity as was the HHW and Electronics trailers. He will report when numbers are received. He thanks the workers that helped make the event run smoothly. The next event will be Scrap Tires only in Thompsonville on July 13th. A full collection of HHW, Tires, Electronics and Mattresses will be held August 17th in Honor.

Business:

- Current Financial Report:** Zylstra presented the SWAC with a Revenue and Expenditure Report for review and discussion.
- Bay Area Disposal:** Kris Wood, Owner of Bay Area Disposal, came before the Committee to express his desire to open a Class B Transfer Station in Inland Township, Benzie County. It is noted that Zylstra had provided the SWAC with an informational packet containing a Violation Notice from J. Staley, Geo-Environmental Engineer, Materials Management Division of MI Dept. of EGLE, K. Wood's response to the notice, email correspondence, pictures of the site and information regarding updating / amending the Solid Waste Management Plan.

Lengthy discussion took place. It is recommended by the SWAC that K. Wood clarifies through Inland Township Zoning that he is zoned for operations as a transfer facility and that what he is doing on the property is legal and in compliance with the Solid Waste Plan. The SWAC also asks to see proof through EGLE that action required to bring the Site into compliance has been accomplished to the satisfaction of the NREPA.

Pertaining to today's business, the SWAC recognizes the need for a transfer station in Benzie County. The SWAC acknowledges the current SW Plan needs to be reviewed and revised to address confusion that requires clarification. It is the consensus of the SWAC that the committee advises the BOC to set up a 14 member Solid Waste Management Plan Committee to amend the plan to consider to allow Bay Area Disposal to own and operate a transfer station or we follow the current SW Plan where the County leases the property and he operates the business under County Sponsorship.

Other Business: None

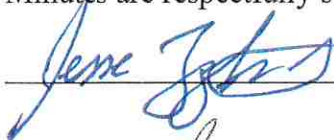
Correspondence: None


Public Input: Darryl Fenstemacher, Landfill Owner in Oceola County, as well as the owner of a Class B Transfer Station, offered assistance to Benzie County as we consider implementation of a Solid Waste Management Plan Committee.

Adjourn: **Motion** by Wood, Seconded by Fischgrabe to adjourn the meeting at 6:42 pm. All Aye.

The next quarterly SWAC meeting will be held on Wednesday, October 2nd, 2019

Minutes are respectfully submitted by Jesse Zylstra, Recycling Coordinator





Marlene Wood, Secretary

ALGER COUNTY BOARD OF COMMISSIONERS

Mary Ann Froberg, Clerk
101 COURT STREET, MUNISING, MI 49862

2

RESOLUTION #2019-20

OPPOSING LEGISLATION TO PREVENT COUNTY COMMISSIONER CANDIDATES FROM DISCLOSING THEIR PARTY AFFILIATION ON BALLOTS PROVIDED TO MICHIGAN VOTERS

WHEREAS, Executive Director of the Michigan Association of Counties (MAC), of which Alger County is a dues paying member, stated MAC is considering supporting a change to Michigan election law; and

WHEREAS, this change in Michigan law would force candidates for the office of County Commissioner to run as a "non-partisan" candidate and would prohibit said candidates from disclosing their party affiliation on ballots provided to Michigan voters; and

WHEREAS, preventing disclosure of a candidate's party affiliation needlessly restricts and censors information that Michigan voters have traditionally relied upon to help them select a candidate who shares their values; and

WHEREAS, the proposed change to Michigan election law is not needed as current Michigan law already permits County Commission candidates to withhold information about their party affiliation from being print on ballots provided to Michigan voters; and

WHEREAS, under the current law, Commissioner Candidates are able to run for office without being affiliated with a political party and disclosing their affiliation, by running as an independent candidate.

THEREFORE, BE IT RESOLVED that the Alger County Board of Commissioners hereby support providing Michigan voters with full information about their candidates for County Commissioner, and hereby oppose forcing a candidate for County Commissioner to run as a "non-partisan" candidate.

BE IT FURTHER RESOLVED that the Alger County Board of Commissioners hereby request copies of this resolution be sent to State Senator Ed McBroom, State Representative Sara Cambensy, the Michigan Association of Counties, and all Michigan Counties, within two weeks of the passage of this resolution.

CERTIFICATION

I hereby certify that the above is a true copy of a Resolution adopted by the Alger County Board of Commissioners at the time, date, and place specified above pursuant to the required statutory procedures.

Respectfully submitted,


Mary Ann Froberg, Alger County Clerk

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OCT 07 2019

Dated: September 16, 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

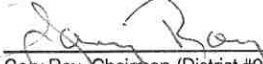


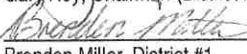
Lapeer County, Michigan


RESOLUTION**SUPPORTING LINE 5 TUNNEL**


- WHEREAS,** Enbridge's Line 5 has been operating safely and reliably in the Straits of Mackinac for more than 66 years; and,
- WHEREAS,** Enbridge's Line 5, a light crude and natural gas liquids pipeline, helps to safely meet Michigan's energy needs by fulfilling more than half of the propane needs of the state, and 69% of the needs of Upper Peninsula residents; and,
- WHEREAS,** the products delivered to regional refineries provide jobs and ultimately fuel our lives; and
- WHEREAS,** issues have been raised by several concerned parties regarding the possibility and impact of a breach of Line 5 into the Straits of Mackinac, as well as multiple and extensive inspections and safety tests over the last several years have confirmed the integrity of Line 5 at the Straits of Mackinac; and,
- WHEREAS,** consequences to energy supply, local producers, regional airports and refineries, jobs, local economies and the pocketbook of Michiganders across the entire state are too great for Line 5 to be shut down before the tunnel replacement can be completed; and,
- WHEREAS,** Enbridge and the State of Michigan, under the Snyder administration, negotiated an "agreement" for a five-year, \$500 million project, to construct a tunnel 100 feet below bedrock to encase Line 5, the entire length of the Straits, in one-foot-thick concrete walls in order to mitigate the chances of any leaks of product into the Great Lakes; and,
- WHEREAS,** the recently elected Michigan Attorney General, Dana Nessel, has subsequently opposed the negotiated "agreement" and filed a lawsuit in Ingham County Circuit Court to close down Line 5 immediately, effectively canceling all efforts to begin construction of the tunnel; and,
- WHEREAS,** this action may very well provide unintended consequences for all parties as the litigation to close down Line 5 may take years to be resolved in the court with no assurance of the outcome; and,
- WHEREAS,** the time to resolve the litigation may simply result in the delay of the start of the construction of the tunnel, thereby leaving the existing Line 5 in place unnecessarily for several additional years; and,
- WHEREAS,** Enbridge has demonstrated a willingness to work with the State to both protect the Great Lakes and ensure the continued safe delivery of energy upon which we all rely.

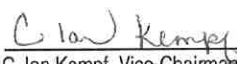
NOW THEREFORE BE IT RESOLVED, the **Lapeer County Board of Commissioners** hereby joins with other Michigan counties in extending its support for Enbridge's proposed tunnel replacement project and urges the State of Michigan to work with Enbridge to complete the tunnel project as quickly as possible and not disrupt Line 5 service before the tunnel can be completed.


Gary Roy, Chairman (District #2)


Brenden Miller, District #1


Leheny Schneider, District #4


Linda M. Jarvis, District #6


C. Ian Kempf, Vice-Chairman (District #7)


Dyle Henning, District #3


Rick Warren, District #5

I, Theresa M. Spencer, Clerk to the Lapeer County Board of Commissioners, do hereby certify and set my seal to the above resolution as adopted by the Lapeer County Board of Commissioners at their regular meeting held on this 10th day of October, 2019.


Theresa M. Spencer, County Clerk

RECEIVED

OCT 11 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Benzie Transportation Authority - August 2019 Statement of Activities

	August 2019		Oct 2018 - Aug 2019		2019	Aug 2018		Oct 2017 -
	Actual	Budget	Actual	Budget	Annual Budget	Actual	Budget	Aug-18 Actual
Income								
40100 · Passenger/Contract Fares	13,944.81	13,000.00	133,435.09	122,000.00	133,000.00	14,091.20	9,300.00	124,730.56
40615 · Advertising Income	1,075.00	850.00	14,625.00	9,200.00	10,000.00	800.00	800.00	14,450.00
40710 · Sale of Maintenance Services	124.93	2,000.00	5,513.20	17,000.00	19,000.00	131.46	1,500.00	701.04
40760 · Gains from Sale Capital Assets	0.00	0.00	5,100.00	0.00	0.00	0.00	0.00	4,433.00
40800 · Taxes Levied Directly for/by TA	12.82	0.00	619,309.79	597,123.00	597,123.00	(66.61)	0.00	600,469.72
41101 · State Operating Assistance	53,011.00	53,011.00	583,121.00	583,121.00	636,132.00	52,940.00	52,940.00	582,340.00
41301 · Section 5311	0.00	0.00	185,493.00	219,633.75	292,845.00	0.00	0.00	193,803.00
41398 · RTAP	2,636.16	1,100.00	5,500.00	4,500.00	4,500.00	0.00	0.00	4,500.00
41400 · Interest Income/Other Revenue	557.69	100.00	6,446.76	1,900.00	2,000.00	424.06	70.00	2,188.66
Total Income	71,362.41	70,061.00	1,558,543.84	1,554,477.75	1,694,600.00	68,320.11	64,610.00	1,527,615.98
Expense								
50101 · Salaries and Wages	135,576.36	123,220.00	931,992.06	979,170.00	1,061,740.00	147,746.73	120,000.00	849,932.54
50209 · 457 Co-Match	1,160.00	0.00	3,440.00	0.00	0.00	0	0	0
50200 · Fringe Benefits	32,528.65	21,903.00	245,258.63	238,799.00	265,000.00	28,761.65	19,793.00	217,851.57
50310 · Board Compensation	200.00	280.00	1,000.00	1,680.00	2,000.00	120.00	340.00	1,160.00
50399 · Service Expense	5,855.93	6,640.00	105,304.60	95,255.00	101,300.00	11,597.05	7,095.00	71,732.68
50401 · Fuel and Lubricants	10,332.00	8,000.00	110,497.87	95,500.00	103,000.00	11,823.74	6,400.00	98,911.00
50402 · Tires and Tubes	0.00	0.00	9,821.22	9,700.00	12,500.00	0.00	800.00	1,965.14
50404 · Major Purchase	0.00	0.00	3,500.00	3,500.00	3,500.00	3,030.45	320.00	3,030.45
50405 · Office Supplies	198.08	930.00	8,469.93	10,070.00	10,600.00	308.92	650.00	8,223.47
50406 · Parts Revenue Vehicles	1,815.28	1,600.00	20,853.22	18,400.00	20,000.00	3,140.42	2,600.00	16,254.82
50407 · Parts for Non Revenue Vehicles	0.00	90.00	139.71	900.00	1,000.00	108.99	80.00	108.99
50499 · Other Materials and Supplies	2,663.02	2,172.00	28,831.02	23,403.00	25,700.00	3,157.22	1,700.00	21,170.65
50500 · Utilities & Insurance	3,237.30	3,105.00	74,001.43	64,205.00	67,360.00	3,218.57	2,980.00	71,402.15
50700 · Taxes and Fees	7.25	0.00	1,479.94	1,350.00	1,400.00	190.00	125.00	1,337.00
50902 · Travel, Meetings & Training	1,199.26	1,000.00	9,765.51	9,000.00	10,000.00	1,857.40	845.00	9,955.84
50903 · Association Dues and Subscript	27.54	400.00	5,750.67	6,100.00	6,500.00	227.54	360.00	4,670.09
51205 · Sharp Copier	0.00	250.00	415.60	2,750.00	3,000.00	207.80	250.00	2,332.17
57402 · Ineligible RTAP	0.00	1,100.00	5,500.00	4,500.00	4,500.00	0.00	0.00	4,500.00
Total Expense	194,800.67	170,690.00	1,566,021.41	1,564,282.00	1,694,600.00	215,496.48	164,338.00	1,384,538.56
Change in Net Assets	-123,438.26	-100,629.00	-7,477.57	-9,804.25	0.00	-147,176.37	-99,728.00	143,077.42

Honor Bank Checking \$15,595.41
 Honor Bank - Money Mkt \$325,234.03
 State Savings - CD \$50,000.00
 Total Cash \$390,829.44

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OCT 16 2019

DAWN OLNEY
 BENZIE COUNTY CLERK
 BEULAH, MI 49617

Benzie Transportation Authority - September 2019 Statement of Activities

	Sept 2019		Oct 2018 - Sept 2019		2019		Sept 2018		Oct 2017 -	
	Actual	Budget	Actual	Budget	Annual Budget	Actual	Budget	Actual	Budget	Actual
Income										
40100 - Passenger/Contract Fares	14,775.92	11,000.00	146,468.58	133,000.00	133,000.00	10,907.37	10,300.00	135,637.93		
40615 - Advertising Income	2,575.00	800.00	17,200.00	10,000.00	10,000.00	225.00	300.00	14,675.00		
40710 - Sale of Maintenance Services	875.16	2,000.00	6,388.36	19,000.00	19,000.00	0.00	1,500.00	701.04		
40760 - Gains from Sale Capital Assets	500.00	0.00	5,600.00	0.00	0.00	0.00	0.00	4,433.00		
40800 - Taxes Levied Directly for/by TA	0.00	0.00	619,309.79	597,123.00	597,123.00	2,116.52	0.00	602,586.24		
41101 - State Operating Assistance	53,012.00	53,011.00	636,133.00	636,132.00	636,132.00	17,367.95	55,871.00	599,707.95		
41301 - Section 5311	61,831.00	73,211.25	247,324.00	292,845.00	292,845.00	91,357.00	75,165.00	282,520.94		
41398 - RTAP	0.00	0.00	5,500.00	4,500.00	4,500.00	0.00	0.00	4,500.00		
41400 - Interest Income/Other Revenue	409.11	100.00	6,855.87	2,000.00	2,000.00	267.73	70.00	2,456.39		
Total Income	133,978.19	140,122.25	1,690,779.60	1,694,600.00	1,694,600.00	122,241.57	143,206.00	1,647,218.49		
Expense										
50101 - Salaries and Wages	85,523.76	82,570.00	1,001,308.90	1,061,740.00	1,061,740.00	78,970.31	79,700.00	928,902.85		
50209 - 457 Co-Match	740.00	0.00	4,180.00	0.00	0.00	0.00	0.00	0.00		
50200 - Fringe Benefits	30,046.00	26,201.00	274,313.63	265,000.00	265,000.00	18,893.48	24,669.00	236,639.81		
50310 - Board Compensation	0.00	320.00	1,000.00	2,000.00	2,000.00	0.00	0.00	1,160.00		
50399 - Service Expense	3,565.10	6,045.00	108,869.70	101,300.00	101,300.00	22,977.11	8,800.00	94,709.79		
50401 - Fuel and Lubricants	10,018.22	7,500.00	116,789.90	103,000.00	103,000.00	3,863.48	6,490.00	102,786.48		
50402 - Tires and Tubes	3,212.50	2,800.00	13,033.72	12,500.00	12,500.00	6710.68	400.00	8,675.82		
50404 - Major Purchase	0.00	0.00	3,851.00	3,500.00	3,500.00	0.00	320.00	3,030.45		
50405 - Office Supplies	426.92	530.00	8,896.85	10,600.00	10,600.00	2,742.80	2,000.00	10,969.27		
50406 - Parts Revenue Vehicles	3,335.31	1,600.00	24,262.18	20,000.00	20,000.00	1,409.70	2,600.00	17,664.52		
50407 - Parts for Non Revenue Vehicles	20.35	100.00	160.06	1,000.00	1,000.00	0.00	80.00	108.99		
50499 - Other Materials and Supplies	3,276.54	2,297.00	31,756.56	25,700.00	25,700.00	6,371.72	2,180.00	27,465.66		
50500 - Utilities & Insurance	3,261.05	3,155.00	77,262.48	67,360.00	67,360.00	3,184.77	3,255.00	74,586.92		
50700 - Taxes and Fees	0.00	50.00	1,479.94	1,400.00	1,400.00	0.00	150.00	1,337.00		
50902 - Travel, Meetings & Training	494.61	1,000.00	10,260.12	10,000.00	10,000.00	1,566.79	850.00	11,605.03		
50903 - Association Dues and Subscript	27.89	400.00	5,778.56	6,500.00	6,500.00	287.54	400.00	4,957.63		
51205 - Sharp Copier	0.00	250.00	415.60	3,000.00	3,000.00	207.80	250.00	2,539.97		
57402 - Ineligible RTAP	0.00	0.00	5,500.00	4,500.00	4,500.00	0.00	0.00	4,500.00		
Total Expense	143,948.25	134,818.00	1,689,119.20	1,694,600.00	1,694,600.00	147,186.18	132,144.00	1,531,640.19		
Change in Net Assets	-9,970.06	5,304.25	1,660.40	0.00	0.00	-24,944.61	11,062.00	115,578.30		

Honor Bank Checking \$3,753.56
Honor Bank - Money Mkt \$239,548.64
State Savings - CD \$50,000.00
Total Cash \$293,302.20

RECEIVED

OCT 16 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

5

Dawn Olney

10:00

From: Sara Christensen <sara@venturenorthfunding.org>
Sent: Tuesday, October 01, 2019 10:34 AM
To: Dawn Olney
Cc: Mitch Deisch; Gary Sauer (garysauer53@yahoo.com); Laura Galbraith
Subject: Items for Close-Out and Public Hearing for Xpert Fulfillment & Stormcloud Brewing on 10/22
Attachments: Close Out Public Hearing Notice - Xpert and Stormcloud.doc; 13-A Actions-to-affirmatively-further-fair-housing-Benzie County - Xpert Fulfillment.docx; 02-c-job-creation-summary-report-08.31.19-signed.pdf; 13-A Actions-to-affirmatively-further-fair-housing-Benzie County - Xpert Fulfillment.docx

Hi Dawn,

Attached are documents in preparation for the close-out and Public Hearing on 10/22.

1. Final Job Creation Summary Report for Xpert- Needs Gary's signature.
2. Fair Housing (2)- Need Gary's signature on both.
3. Public Hearing Notice – Dawn please review and let me know if any edits are necessary. We will publish this in the Benzie County Record Patriot on Wednesday, Oct. 16.

Please let me know if you have any comments or questions. Laura is planning to attend the Public Hearing on behalf of Venture North and Xpert Fulfillment. Rick Schmidt from Stormcloud Brewing will also be joining her.

Thanks,

Sara Christensen

Portfolio Administrator

Venture North Funding & Development

sara@venturenorthfunding.org | 231.995-7115



**VENTURE
NORTH**

Powered by TraverseCONNECT

Supporting the region's economic growth and community development efforts by providing funding options, offering technical assistance, and building connections for viable businesses, including low-to-moderate income communities.

Any information contained in this email should be considered confidential.

BENZIE COUNTY
NOTICE OF CLOSE OUT PUBLIC HEARING FOR
MICHIGAN COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
FUNDING FOR XPRT FULFILLMENT & STORMCLOUD BREWING

TO ALL INTERESTED AGENCIES, GROUPS AND PERSONS, NOTICE IS HEREBY GIVEN that the Benzie County Board of Commissioners will conduct a Public Hearing during their regularly scheduled board meeting on Tuesday, October 22, 2019 at 10:00am. The hearing will be held at the Governmental Center at 448 Court Place, Beulah, MI 49617. The purpose of the public hearing is to allow citizens an opportunity to submit comments and receive a final reports on the completion of projects with Xpert Fulfillment and Stormcloud Brewing utilizing the Community Development Block Grant (CDBG) Regional Revolving Loan Fund.

The CDBG loan in the amount of \$330,000.00 provided to Xpert Fulfillment funded equipment, working capital and hiring of an additional 10 full-time employees at 2532 Benzie Highway, Benzonia, MI 49616. The CDBG project benefitted at least 51% low to moderate income persons; no persons were displaced as a result of the project.

The CDBG loan in the amount of \$70,000.00 provided to Stormcloud Brewing funded equipment and hiring of an additional 2 full-time employees at 301 Main Street and 366 Parkview Lane, Frankfort, MI 49635. The CDBG project benefitted at least 51% low to moderate income persons; no persons were displaced as a result of the project.

Citizen views and comments on these CDBG projects are welcome. Interested parties are invited to comment on the projects in person at the public hearing or in writing by Monday, October 21 at 3:00 pm to: Dawn Olney, County Clerk, 448 Court Place, Beulah, MI 49617, 231-882-0000. If you require special accommodations to participate in the public hearing, please contact Dawn Olney, County Clerk. All aspects of the projects will be open for discussion at the public hearing.

ACTIONS TO AFFIRMATIVELY FURTHER FAIR HOUSING

Date	10/1/19
Grantee	Benzie County
Grant #	200007
Grant Title	RLF Xpert Fulfillment
Grant Term	12/01/2017 - 11/30/2019

Proposed Actions In Approved Fair Housing Plan:

Benzie County at a minimum will post this policy or the Fair Housing Poster, flyers or other information which will bring attention of owners of real estate, developers and builders their respective responsibilities and rights under the Federal Fair Housing Law and Michigan Elliott Larsen Act.

Actions Taken:

- The Benzie County Fair Housing Policy is displayed in a public space within the County Building.
- The Fair Housing Poster is posted within a public space at the County Building.

Results:

Since the Fair Housing Policy was adopted by the County of Benzie Board of Commissioners, the County has not had any inquiries.

Reason for any change from proposed actions:

No changes

Funding Amount and Source (Total \$ value of time, materials, etc.):

No fees associated with our actions.

Date: _____

Signature of Authorized Local Official

Gary G. Sauer, Chair, Board of Commissioners
Printed Name and Title of Authorized Local Official

JOB CREATION SUMMARY REPORT (JCSR)

IMPORTANT INSTRUCTIONS. Complete one report (both worksheets) per company. Use Tab key to advance through form. Complete **all** unlocked (yellow) cells, others will autofill from Income Certifications worksheet data.

You will need # of FT jobs and # of PT hours for employees on payroll as of Report Period End Date and Income Certification forms for jobs created during Report Period (chronological by date of hire).

Step 1) Complete only the Grant Report Information section below.

Step 2) Go to **Income Certifications worksheet**. Enter data for each job created during report period.

Step 3) Return to Job Creation Summary worksheet and complete unlocked cells.

Step 4) **Print both worksheets.** For Income Certifications worksheet, Print Active Sheets, select page numbers desire to print.

Step 5) **Upload** signed/dated JCSR and Income Certification forms to the appropriate Salesforce Metric, complete required metric fields (see Portal Instructions) and submit.

GRANT REPORT INFORMATION

GRANT #	200007				
GRANTEE	Benzie County				
COMPANY NAME	Xpert Fulfillment				
REPORT TYPE (select one)	INTERIM 1/1-6/30 or 7/1-12/31		FINAL	X	MILESTONE report dates in Grant Agmt
REPORT PERIOD DATES	BEGIN	07/01/19	END	08/31/19	PROGRAM YEAR 2019-2020

Report Period **MUST NOT** cross program year (begin July 1 and end June 30)

EMPLOYMENT DATA - CURRENT AND CUMULATIVE

1	18	Total of all FT jobs (35 hours or more per week) on payroll as of Report Period End Date.
2	0	Total hours per week for all PT jobs (under 35 hrs/wk) on payroll as of Report Period End Date.
3	0	Part Time hours converted to number of FTE jobs. [Line 2 / 40 hours]
4	18	Current number of FT + FTE jobs as of Report Period End Date. [Line 1 + Line 3]
5	8	Base #: Existing FT + FTE jobs at time of Application.
6	10	Net FT + FTE jobs cumulative during Grant Term of Work. [Line 4 - Line 5]
7	10	Required FT + FTE jobs to be created per Grant Agreement
8	0	FT + FTE JOBS TO BE CREATED [Line 7 - Line 6] If Final Report and this # is greater than 0, then number of anticipated jobs has not been reached. Provide explanation in Box 12 below. If Final Report and this # is less than or equal to 0, then number of anticipated jobs has been reached. Enter N/A in Box 12 below.
9	Per Grant Agreement, the hourly pay rate is based on average OR 12.00 minimum. If actual hourly pay rate is less than required pay rate, provide explanation of discrepancy in Box 12 below.	
10	12.00	Required hourly pay rate per Grant Agreement
11	13.00	Actual hourly pay rate Grant Agreement will set forth minimum OR average hourly pay rate to be used. If minimum, enter the minimum pay rate for ALL jobs created to date. If average, calculate and enter average pay rate for ALL jobs created to date.

JOB DATA - THIS REPORT PERIOD ONLY

Complete all unlocked (yellow) cells, others will autofill from Income Certifications worksheet data.

RACE AND ETHNICITY

1	White
0	Black/African American
0	Asian
0	American Indian/Alaskan Native
0	Native Hawaiian/Other Pacific Islander
0	American Indian/Alaskan Native AND White
0	Asian and White
0	Black/African American AND White
0	American Indian/Alaskan Native AND Black
0	Other Multi-Racial
1	TOTAL

HISPANIC/LATINO

0
0
0
0
0
0
0
0
0
0
0
TOTAL

INCOME LEVELS

0	A
1	B
0	C
0	D
1	TOTAL

JOBS CREATED

1	Full Time
1	Full Time, Low/Mod
0	Part Time Hours
0	Part Time Hours, Low/Mod

0	Received employer health benefits
0	Unemployed prior to job

0	# of New Businesses Assisted
1	# of Existing Businesses Assisted

TYPES OF JOBS CREATED/RETAINED

0	Official or Manager
0	Professional
0	Technician
0	Sales
0	Office or Clerical
0	Craft Workers (skilled)
0	Operatives (semi-skilled)
1	Laborers (unskilled)
0	Service Workers
1	TOTAL

0	# of Business Facades/Buildings Rehabilitated
0	# of Businesses Assisted that Provide Goods or Services to Meet the Needs of a Service Area

LIST DUNS # FOR EACH BUSINESS ASSISTED**DUNS #**

12588655

Business Name

Xpert Fulfillment Inc.

CERTIFICATION

I certify, to the best of my knowledge, that the above information is accurate and the corresponding income certification forms are attached and entered on the Income Certifications worksheet tab.

Company: Xpert Fulfillment Inc.

Bob Boylan

Authorized Signer Name: Robert Boylan

Title: President

Grantee: Benzie County

Authorized Signer Name: Gary Sauer

Title: Chair, Benzie County Board of Commissioners

09/05/2019

Date

Date

ACTIONS TO AFFIRMATIVELY FURTHER FAIR HOUSING

Date	10/1/19
Grantee	Benzie County
Grant #	200009
Grant Title	RLF Stormcloud Brewing
Grant Term	12/01/2018 - 11/30/2020

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Date: _____

Signature of Authorized Local Official

Gary G. Sauer, Chair, Board of Commissioners
Printed Name and Title of Authorized Local Official

**MICHIGAN STATE
UNIVERSITY**

Extension

10:30

October 4, 2019

Mitch Diesch
448 Court Place
Beulah, MI 49617

Dear Mitch,

Please find attached a copy of the Agreement for Extension Services provided by MSU to Benzie County for Fiscal Year 2019-2020. This annual plan of work outlines the contributions by each partner, MSU Extension and Benzie County. This document reflects the costs for MSU Extension programs and services which was included in the annual county budgeting process that just concluded. I am requesting time on the Board of Commissioners agenda to present this to them for their review and approval.

Please convey our deep gratitude for the continued partnership between Benzie County and MSU Extension. We appreciate the continued support to be able to provide education and resources to the residents of Benzie County. Feel free to contact me with any questions at (231) 922-4821.



District Office

520 W. Front St., Ste. A
Traverse City, MI 49684

231-929-4821
Fax: 231-947-6783
www.msue.msu.edu

Sincerely,

A handwritten signature in cursive script, appearing to read "Jennifer Berkey".

Jennifer Berkey
District Director
MSU Extension

RECEIVED

OCT 04 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

AGREEMENT FOR EXTENSION SERVICES

This AGREEMENT FOR EXTENSION SERVICES ("Agreement") is entered into on _____ by and between Benzie County, Michigan ("County"), and the BOARD OF TRUSTEES OF MICHIGAN STATE UNIVERSITY ("MSU") on behalf of MICHIGAN STATE UNIVERSITY EXTENSION ("MSUE").

The United States Congress passed the Smith-Lever Act in 1914 creating a National Cooperative Extension System and directed the nation's land grant universities to oversee its work; and,

MSUE helps people improve their lives by bringing the vast knowledge resources of MSU directly to individuals, communities and businesses; and,

For more than 100 years, MSUE has helped grow Michigan's economy by equipping Michigan residents with the information needed to do their jobs better, raise healthy and safe families, build their communities and empower our children to succeed; and,

It is the mission of MSUE to help people improve their lives through an educational process that applies knowledge to critical issues, needs and opportunities; and,

MSUE meets this mission by providing Extension educational programs in the following subject matter areas:

- Agriculture & Agribusiness
- Children & Youth Development, including 4-H
- Health & Nutrition
- Community, Food & Environment

NOW THEREFORE in consideration of the mutual covenants herein contained, and other good and valuable consideration, the parties hereto mutually agree as follows:

A. MSUE will provide:

1. Access to programs in all four MSUE Institutes to residents in your County. This includes access to educators and program instructors appointed to the Institutes and MSU faculty affiliated with each Institute to deliver core programs.
2. Extension Educators and program staff as needed to implement programs within the County, housed at the county office.
3. A county 4-H program. 0.5 FTE 4-H Program Coordination.
4. Salary and benefits of MSUE Personnel and the cost of administrative oversight of Personnel.
5. Operating expenses, per MSU policy, for MSUE personnel ("Personnel").

6. Supervision of MSU-provided academic and paraprofessional staff. Supervision of county employed clerical staff and/or other county employed staff, upon request.
7. Administrative oversight of MSUE office operations.
8. An annual report of services provided to the residents of the County during the term of this Agreement, including information about audiences served, and impact of Extension programs in the County.

B. The County will Provide:

1. An annual assessment that will be charged to the county and administered by MSUE. The assessment will help fund Extension services for the County, including operating expenses for certain Extension personnel and the operation of the County 4-H program.
2. Office and meeting space meeting the following requirements:
 - a. Sufficient Office space to house Extension staff as agreed upon between the County and the MSUE District Director.
 - b. Utilities, including telephone & telephone service sufficient to meet the needs of Personnel utilizing the MSUE office space.
 - c. High-speed Internet service sufficient to meet the needs of Personnel utilizing the MSUE office space.
 - d. Access to space for delivering Extension programs.
 - e. Access to the office building and relevant meeting spaces must be ADA compliant/accessible
3. Clerical support staff for the MSUE office as agreed upon between the County and MSUE District Director that will perform clerical functions, including assisting County residents in accessing MSUE resources by office visit, telephone, email, internet and media. The clerical support staff will be either a County employed clerical staff, or the County will provide funding for an MSUE employed clerical staff.

0.4 FTE 0

Optional:

4. Funding for additional Extension educators at **0 FTE**
5. Funding for additional 4-H program capacity **0 FTE**
6. Funding for additional paraprofessional(s) at **0 FTE**

7. Total Annual Assessment in the amount of **\$42,243.**

Payments due and payable under the terms of this Agreement shall be made on the first of the month, of the first month, in each quarter of the county fiscal year, unless otherwise requested and agreed as provided below.

Payment mailing address: MSU Extension Business Office, Justin S Morrill Hall of Agriculture, 446 W Circle Drive, Room 160, East Lansing, MI 48824

C. Staffing and Financial Summary

A. Base Assessment (includes 0.5 FTE 4-H Program Coordination) **\$42,243.**

ADDITIONAL PERSONNEL

B. 0 FTE Clerical Support Staff to be employed by MSU	\$0.
C. 0 FTE Educator (Program Area:)	\$0.
D. 0 FTE Additional 4-H Program Coordination	\$0.
E. 0 FTE Additional paraprofessional staff	\$0.

TOTAL COUNTY ASSESSMENT PAYABLE TO MSU FOR FY 2020: \$42,243.

I. Term and Termination

The obligations of the parties under this Agreement will commence on October 1, 2019 the first day of the County budget year 2020 and shall terminate on the last day of such County budget year 2020. Either party to this Agreement may terminate the Agreement, with or without cause, with 120 days written notice delivered to Michigan State University Extension, Justin S. Morrill Hall of Agriculture, 446 W. Circle Drive, Room 160, East Lansing, MI 48824 if to MSUE and delivered to Benzie County, 448 Court Place, Beulah, MI , if to the County.

II. General Terms

1. **Independent Contractor.** The University is an independent contractor providing services to the County. The County and MSU do not have the relationship of legal partners, joint venturers, principals or agents. Personnel have no right to any of County's employee benefits.
2. **Force Majeure.** Each party will be excused from the obligations of this agreement to the extent that its performance is delayed or prevented by circumstances (except financial) reasonably beyond its control, including, but not limited to, acts of government, embargoes, fire, flood, explosions, acts of God, or a public enemy, strikes, labor disputes, vandalism, or civil riots.
3. **Assignment.** This agreement is non-assignable and non-transferable.
4. **Entire Agreement.** This Agreement, with its Appendix "A" is the entire agreement between MSU and the County. This Agreement supersedes all previous agreements, for the subject matter of

this Agreement. The Agreement can only be modified in writing, signed by both MSU and the County.

5. **No Third Party Beneficiaries.** This Agreement is solely for the benefit of MSU and the County and does not create any benefit or right for any other person, including residents of the County.
6. **Nondiscrimination:** The parties will adhere to all applicable federal, state and local laws, ordinances, rules and regulations prohibiting discrimination. Neither party will discriminate against a person to be served or any employee or applicant for employment because of race, color, religion, national origin, age, sex, disability, height, weight, marital status, or any other factor prohibited by applicable law.

The individuals signing below each have authority to bind MSU and the County, respectively.

**BOARD OF TRUSTEES OF
MICHIGAN STATE UNIVERSITY**

By: _____

Evonne Pedawi
Contract & Grant Administration

Its: _____

Date: _____

Benzie COUNTY

By: _____

Print name: _____

Its: _____

(title)

Date: _____

Appendix A
Technical Standards for County Internet Connections

Michigan State University Extension (MSUE) employs the use of technology to meet the ever changing needs of our constituents. We strive to utilize standard, enterprise tools when appropriate, but also recognize the need to evolve with the times and utilize innovative tools to reach a broad array of people.

MSUE does support and encourage the use of technologies that others may not, including social media applications. We view communication with our constituents through channels such as Facebook, Twitter, and Second Life to be critical to our work. MSUE staff are required to follow the MSU Acceptable Use Policy (AUP) <https://tech.msu.edu/about/guidelines-policies/aup/>.

We ask that our county partners provide Extension personnel access to a high-speed Internet connection. From that access, the easiest way to create a secure path to necessary applications is to open the full MSU Internet Protocol Range to and from your network, as well as opening social media sites to the addresses used by MSUE staff at your location. MSUE is prepared to support end user needs if there is high-speed internet, networking to clients, and phone system support. MSU will provide firewall functionality and client support. To discuss this possibility please contact your MSUE District Director. To provide the needed services on county equipment review the following MSU-owned ranges:

The MSU-owned ranges are:

NetRange 35.8.0.0 - 35.9.255.255
CIDR 35.8.0.0/15

If you would like to narrow the scope further for additional protection, some of the addresses that will need to be allowable include:

35.9.15.43 (80) (search.msu.edu)
35.9.160.36 (1935,443) (authentication)
35.8.201.221 & 35.8.201.212 (10020) (ProofPoint)
35.9.83.132 (all) (vpn.msu.edu)
35.9.81.150 (zoom.msu.edu)
35.9.121.189 and 190 (443) (SharePoint)
35.8.200.57 (80 and 443) (SharePoint)
35.9.121.221, 223, and 225 (443) (Exchange)
35.8.200.56 (80 and 443) (Exchange)
35.8.200.2—35.8.200.7 (443 TCP, 3478 UDP, 50,000-59,999 TCP/UDP) (Lync)
35.8.201.200 (443 TCP) (Lync)
35.9.121.238 & 35.9.121.211 (TCP - 80, 443, 445 & TCP/UDP - 135, 137-139, 2701-2704, 49152-65535)
35.8.200.58 (80 and 443) (Lync)
35.9.14.169 (80 and 443) (D2L – Desire to Learn)

The following applications are necessary on all computers – MS Office (preferably 2013, MSUE provides MS licensing), Lync 2013 Client, Acrobat, Zoom Client, SAP client, VPN client, AntiVirus (SEP can be provided by MSUE). (IE 10 or higher, or most recent version of Chrome and Firefox)

Other notable web server/sites IP addresses:

CANR.msu.edu – 35.8.201.199
MSUE.anr.msu.edu – 35.8.201.199
Events.anr.msu.edu – 35.8.200.220
web2.canr.msu.edu | web2.msue.msu.edu - 35.8.200.220
Expression Engine – 35.8.201.215
Web Hosting environment (other ANR websites) – 35.8.201.217
Master Gardener (External) – 128.120.155.54
Extension.org (External) – 152.46.27.147
Msu.zoom.us (External) – 54.165.201.102

Some configuration changes are necessary to support services such as SharePoint, including modifications to Internet Explorer. These can always be found on the ANR Technology web site.

Questions may be directed to support@anr.msu.edu, where they will be routed to the best person to assist you.



CRYSTAL LAKE & WATERSHED ASSOCIATION

P.O. Box 89 Beulah, Michigan 49617

Phone: (231)-882-4001 E-mail: info@crystallakewatershed.org

Invasive Eurasian Watermilfoil in Crystal Lake, Benzie County 2019

In 2018 the Crystal Lake & Watershed Association (CLWA) completed a three-year comprehensive survey of Crystal Lake to update our knowledge of the aquatic plants which are so beneficial to the health of the lake ecosystem. The CLWA Aquatic Plant Survey was conducted under the auspices of the Michigan Cooperative Lakes Monitoring Program.

Fortunately the results showed that aquatic invasives in Crystal Lake are still relatively limited in comparison to many other Michigan Lakes. We found only one invasive plant, Eurasian Watermilfoil ("EWM," *Myriophyllum spicatum*), located primarily in the east end. Originating from the Caspian Sea, it was undoubtedly introduced at least 25 years ago by itinerant fisherman or recreational boaters at the Beulah boat launch, where it has established a vigorous population of high density extending along the entire drop-off of the east end. There is intermittent colonization along the southeast shore up to and past the DNR launch and around Railroad Point into Onkeonwe Bay. There are colonies established at the Lobb road-end launch and none west of the Disciples of Christ Conference Center on South Shore Rd. The west end and north shore appear to be virtually free. The total acreage is calculated by very accurate drone photography to be 6.05 acres.

This invasive, by way of the St. Lawrence Seaway, has been found in virtually every county of Michigan and efforts to control EWM have become the dominant lake treatment budgetary item for state and local riparian organizations. Over \$24 million is spent annually in Michigan for chemical control of aquatic nuisance plants, most of it for EWM. EWM can outcompete local beneficial aquatic plants, and can affect fish, amphibian and benthic invertebrate populations as well. It can form large mats of floating vegetation that block light from native aquatic plants and severely impede boating, swimming, fishing and all recreational activities. The resulting stagnant

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OCT 07 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

waters promote mosquito breeding. Property values can start to decline.

Since EWM appears to be expanding its hold in Crystal, the CLWA is proposing treatment at this time in order to halt the spread. Most authorities recommend treatment before it reaches a stage where control becomes difficult or impossible. Once established in an inland lake invasive plants and animals (e.g. zebra mussels) can only be controlled, not eliminated.

Control methods used at other inland lakes have been complex and expensive, again highlighting the need for a quick response. Depending on specific conditions, treatment options include hand removal, biologic control with the Milfoil Weevil, benthic mat smothering the plants on the lakebed, Diver Assisted Suction Harvest (DASH), and mechanical harvesting which clears the surface for short periods.

After investigating all of these alternatives, CLWA has determined that none of them is suitable or cost effective for the existing conditions on Crystal Lake. Therefore it is recommending treatment with chemical herbicides, which is the most widely used treatment for EWM. It is quick, relatively less expensive than other methods (especially for smaller plant masses), and effective in controlling but not totally eliminating the invasive plant. Applicators must be licensed and an Aquatic Nuisance Control Permit from EGLE is required. All riparian landowners whose bottomland will be treated must give permission.

Effective treatment usually requires two treatments per year in our climate. Monitoring results over time is required and there are many lakes that have a regular program for control. The specific agents used for EWM, 2,4-D or Triclopyr, do not affect the native plants or animals of the lake. DNA analysis of the Crystal Lake milfoil has determined that it is in fact the Eurasian species, not a hybrid plant that does not respond to known chemical treatments.

CLWA's experience collaborating with aerial drone photography has proven to be highly successful, as the aerial supervision insures highly accurate placement and potential less use of the chemical product. We propose that method for Crystal Lake.

If the required permits can be obtained in a timely fashion, treatment can be undertaken in the summer of 2020. CLWA will pay costs, estimated at up to \$10,000.



**State of Michigan's
Status and Strategy for Eurasian Watermilfoil Management
March 30, 2018**

Scope

Invasive Eurasian watermilfoil (*Myriophyllum spicatum*; hereafter EWM) has severely affected the waters of the State of Michigan. The goals of this document are to summarize the:

- Current level of understanding on the biology and ecology of EWM.
- Present management options for EWM in Michigan.
- Identify possible future directions of EWM management in Michigan.

I. Biology and Ecology

A. Identification



FIGURE 1 EURASIAN WATERMILFOIL (*MYRIOPHYLLUM SPICATUM*)

EWM is a submerged aquatic perennial plant with finely divided leaves. Leaves are in whorls of 4 to 5 at the stem nodes and have more than 12 pairs of leaflets (Borman et al., 1997). Leaves are usually limp when pulled out of the water. Later in the summer season, these whorls may be several inches apart. The plant's long thin stems can reach up to 21 feet in length and branch repeatedly near the surface of the water to create a dense canopy. Flower stalks are above the water surface and range from 2 to 8 inches long. Flowers are small, located in the axils of the stalk, and whorled in small bracts. EWM does not have winter buds (turions).

Native species that are often mistaken for EWM include: Northern watermilfoil (*Myriophyllum sibiricum*), coontail (*Ceratophyllum demersum*), and common bladderwort (*Utricularia utriculus*). Northern watermilfoil is often distinguished from EWM by the number of leaflets (Northern usually has less than 12 pairs) and the presence of winter

vegetation in the system. In addition, EWM is capable of surviving in deeper waters than most native aquatic plants, which means that lowering water levels to treat EWM could result in a disproportional negative impact on the shallower growing native plant species compared to the deeper growing EWM.

Lastly, benthic barriers refer to the placement of natural or synthetic materials on the lake bottom to shade out plants. Traditional benthic barriers are impermeable mats made of synthetic materials (e.g., plastic sheets). Benthic barriers have been shown to be effective at reducing EWM biomass over several seasons; however, this method is neither permanent nor species-specific. Benthic barriers can degrade or eliminate important shallow habitat areas and food sources; can inhibit the movement, spawning, nesting, and rearing of native species; may encourage macroalgae growth (e.g., invasive Starry stonewort, *Nitellopsis obtusa*); and may require significant maintenance (Eichler et al., 1995). However, benthic barriers may be appropriate for small infestations or in areas where they will have minimal negative impacts (e.g., around docks). More recently, natural fiber benthic barriers, which degrade over time, have been deployed to test in several lakes. Natural fiber benthic barriers are gas permeable and may provide an opportunity to control EWM, reduce the maintenance needs, and allow for native plant recolonization (Hofstra and Clayton, 2012). Synthetic or natural benthic barriers are susceptible to damage from boat props when employed in water depth less than three feet.

Laws and Regulations for Physical Control:

Most physical or mechanical control efforts require a permit in Michigan waters, under Part 301, Inland Lakes and Streams, or Part 303, Wetlands Protection, of the NREPA. Aquatic plant harvesting or mechanical vegetation removal efforts require a permit when it leads to disturbance of the soil or substrate, such as soil rutting from equipment or vehicles, or disturbance of soil when roots are pulled. DASH, water level manipulation, and benthic barriers also typically require permits from the MDEQ and sometimes local governments.

A permit is generally not required from the MDEQ to control aquatic submerged vegetation in inland lakes by mechanical harvesting (i.e., cutting plants above the lake bottom with no soil disturbance). Inconsequential or insignificant ("de minimis") vegetation removal done by hand (e.g., hand-pulling or raking a few plants) does not require a permit. Small-scale removal of plants that are an aquatic nuisance as defined in Part 33 does not require a permit if the removal is accomplished by hand-pulling and all plant fragments are removed from the water and properly disposed of on land. A permit is not required for hand-raking of lake bottomlands where vegetation is not present before raking and that are predominantly composed of sand or pebbles. Large-scale removal of plants requires a permit from the MDEQ.

Other physical control measures, such as benthic barriers, DASH, weed rollers, or lake drawdown, always require a permit from the MDEQ. A use permit or authorization may be necessary from the Michigan Department of Natural Resources to use a state-operated access site for physical/mechanical control. In addition, cutting vegetation, including mechanical harvesting and mowing, on Great Lakes bottomlands in the St. Clair Flats requires a permit from the MDEQ. Disposal of harvested material within inland lakes, on Great Lakes bottomlands, or in wetlands is not allowed without prior written approval from the MDEQ. For information on how to obtain a permit from the MDEQ for these types of physical and mechanical control measures, visit www.michigan.gov/jointpermit.

d. Indirect Management

The maintenance and restoration of a native plant community may improve EWM management and control efforts. Native aquatic vegetation is an integral component to a healthy ecosystem in many lakes. Native plants provide diverse habitat to aquatic insects, mollusks, crustaceans, larval and adult fish, and wildlife. Lakes with a healthy native vegetation community are less likely to experience algal blooms, and native plants compete directly with EWM for space, nutrients, and light, thereby helping to slow the establishment, growth, and spread of EWM within a lake. Native plant restoration is often overlooked when EWM management/control efforts are planned or conducted but when included, it may improve success. Further research efforts to better understand the role native aquatic vegetation can play in the prevention and long-term management and control of EWM are needed.

Natural vegetation zones along the shoreline may also slow EWM growth. Inputs of sediment and nutrients, in particular phosphorus, results in increased aquatic plant growth, including EWM. Natural shoreline buffers around a lake can intercept and uptake excess nutrients, etc. moving across the landscape due to human related activities (e.g., farming, lawn fertilizers). In addition, native vegetation provides shoreline stabilization, thereby preventing or limiting erosion (USEPA, 2016). Further research on connecting the increase of natural shorelines to a decrease in EWM would be beneficial.

A combination of laminar flow (a.k.a. lake aeration) and bacterial augmentation has been suggested as a management option for EWM control. Several principles have been put forward as to how aeration of the bottom sediments, in concert with the addition of bacteria and enzymes, can result in EWM population reduction. The general concept is that increasing the aerobic bacterial activity will reduce nutrient rich sediments and slow EWM growth. However, there are concerns that this method has the potential to have detrimental impacts to native vegetation, fish and wildlife habitat, and overall stability of the lake ecosystem. There are no known peer reviewed studies that corroborate the mechanism behind or the efficacy of this method for controlling higher plants or address the impacts of this technique. Anecdotal evidence from lakes where this has been done range from successful reduction of EWM to increases in EWM. A study by Cowell et al. (1987) found cyanobacteria levels were reduced in a hypereutrophic Florida lake following aeration. However, the same study observed a significant decline in zooplankton populations (an important food source for fish) after aeration began. More information on the efficacy and impacts of laminar flow and bacterial augmentation are warranted and further research is needed.

Laws and Regulations for Indirect Management:

Many activities conducted on an inland lake or in wetlands are regulated under Part 301 by the MDEQ's Inland Lakes and Streams Program (www.michigan.gov/deq/inlandlakes) or Part 303 by the MDEQ's Wetlands Protection Program (www.michigan.gov/wetlands). Some examples include:

- Laminar Flow (http://www.michigan.gov/deq/0,4561,7-135-3313_3681_28734---.00.html).
- Bacterial augmentation requires use of an MDEQ-authorized product and submittal of a notice of intent under Part 31, Water Resources Protection, of the NREPA (http://www.michigan.gov/deq/0,4561,7-135-3313_46123_46124---.00.html).



This publication is intended for informational purposes only and may be impacted by changes in legislation, rules, policies, and procedures adopted after the date of publication. Although this publication makes every effort to teach users how to meet applicable compliance obligations, use of this publication does not constitute the rendering of compliance or legal advice.

For information or assistance on this publication, please contact the Water Resources Division, through the DEQ Environmental Assistance Center at 800-662-9278. This publication is available in alternative formats upon request.

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Table 1: Comparison of control and management methods for Eurasian watermilfoil. To date no method has successfully eradicated an established EWM population. Multiple methods can be combined in an integrated plant management program. Information on cost have been omitted. ¹ Local regulations are not presented here.

	Challenges		State and Federal Regulations	
	Method	Strengths	Challenges	State and Federal Regulations
Chemical	Contact herbicides	<ul style="list-style-type: none"> • Selective if early season • Fast uptake and impact • Safe at permitted concentrations 	<ul style="list-style-type: none"> • Not selective if mid- to late season • Only kills what it contacts (roots not impacted) • May require repeat application within season • Some water use restrictions • Tolerance/resistance 	<ul style="list-style-type: none"> • <u>Part 33, Aquatic Nuisance Control</u>
	Systemic herbicides	<ul style="list-style-type: none"> • Largely selective all season • Potentially kill all above ground biomass • Safe at permitted concentrations 	<ul style="list-style-type: none"> • Slower acting than contact herbicides • Some water use restrictions (irrigation, swim) • Tolerance/resistance 	<ul style="list-style-type: none"> • <u>Part 33, Aquatic Nuisance Control</u>
Physical	Harvesting, mechanical	<ul style="list-style-type: none"> • Immediate visual impact • Safe for human health • No water use restrictions • Removal of cut plant material • Site specific 	<ul style="list-style-type: none"> • Not selective • May increase spread (fragmentation) • May impact water quality (e.g., turbidity) • Regrowth as only top of plants are removed • Disposal 	<ul style="list-style-type: none"> • Not regulated by if soils are not disturbed • If soils are disturbed: <ul style="list-style-type: none"> • <u>Part 301 Inland Lakes and Streams Permit</u> • <u>Part 303, Wetlands Protection</u> • <u>Part 325, Great Lakes Submerged Lands</u>
	Diver assisted suction harvesting (DASH)	<ul style="list-style-type: none"> • Selective • Potential to remove root crown • Safe for human health • No water use restrictions • Removal of plant material • Site specific 	<ul style="list-style-type: none"> • Disruption of sediment • May impact water quality (e.g., turbidity) • Impractical for large areas • Regrowth • Disposal 	<ul style="list-style-type: none"> • <u>Part 301 Inland Lakes and Streams Permit</u>
Biological	Weed roller	<ul style="list-style-type: none"> • Safe for human health • No water use restrictions • Site specific 	<ul style="list-style-type: none"> • Not selective • May impact water quality (e.g., turbidity) • Impractical for large areas 	<ul style="list-style-type: none"> • <u>Part 301 Inland Lakes and Streams Permit</u>
	Benthic barrier	<ul style="list-style-type: none"> • Safe for human health • No water use restrictions • Site specific 	<ul style="list-style-type: none"> • Not selective • May promote other invasive species • Impractical for large areas • Maintenance (e.g., removal and cleaning) 	<ul style="list-style-type: none"> • <u>Part 301 Inland Lakes and Streams Permit</u>
Indirect	Dredging	<ul style="list-style-type: none"> • Safe for human health • Removal of plant material • Site specific 	<ul style="list-style-type: none"> • Not selective • May impact water quality (e.g., turbidity) • May increase spread (fragmentation) 	<ul style="list-style-type: none"> • <u>Part 301 Inland Lakes and Streams Permit</u> • <u>Part 303, Wetlands Protection</u> • <u>Part 325, Great Lakes Submerged Lands</u>
	Lake drawdown	<ul style="list-style-type: none"> • Safe for human health • No water use restrictions 	<ul style="list-style-type: none"> • Not selective • May have more impact on native species • Seeds and winter buds may survive • Potential impacts to wetlands 	<ul style="list-style-type: none"> • <u>Part 301 Inland Lakes and Streams Permit</u> • <u>Part 303, Wetlands Protection</u>
Biological	Milfoil weevil	<ul style="list-style-type: none"> • Native to North America (including Michigan) • Potential long-term solution • Largely selective for EWM • Safe for human health and environment 	<ul style="list-style-type: none"> • Control takes time (years) • Results unpredictable • May not kill root crown • Not commercially available 	<ul style="list-style-type: none"> • Not regulated by the State of Michigan
	<i>Mycoleptodiscus terrestris</i> (fungal pathogen)	<ul style="list-style-type: none"> • Native to North America (including Michigan) • Potential long-term solution • Potential synergy with herbicides • Consumes plants 	<ul style="list-style-type: none"> • Not approved by USEPA • Poor success in field trials • Not commercially available • Consumes native plants 	<ul style="list-style-type: none"> • <u>EPA Experimental Use Permit</u>
Indirect	Grass carp	<ul style="list-style-type: none"> • Consumes plants 	<ul style="list-style-type: none"> • Consumes native plants 	<ul style="list-style-type: none"> • Prohibited to buy, sell, or own in Michigan • Not regulated if soils are not disturbed • If soils are disturbed: <ul style="list-style-type: none"> • <u>Part 301 Inland Lakes and Streams Permit</u> • <u>Part 303, Wetlands Protection</u> • <u>Part 325, Great Lakes Submerged Lands</u>
	Native aquatic plant restoration	<ul style="list-style-type: none"> • Safe for human health and the environment • Beneficial for native fish and wildlife 	<ul style="list-style-type: none"> • Requires direct management to reduce EWM • Limited research on effectiveness 	<ul style="list-style-type: none"> • <u>Part 301 Inland Lakes and Streams Permit</u>
Indirect	Natural shoreline buffers	<ul style="list-style-type: none"> • Safe for human health and the environment • Improves overall lake health 	<ul style="list-style-type: none"> • Requires direct management to reduce EWM 	<ul style="list-style-type: none"> • <u>Part 301 Inland Lakes and Streams Permit</u>
	Laminar flow/bacterial augmentation	<ul style="list-style-type: none"> • Safe for human health • No water use restrictions 	<ul style="list-style-type: none"> • May disrupt natural lake processes • Requires constant electricity • Limited research on effectiveness 	<ul style="list-style-type: none"> • <u>Part 301 Inland Lakes and Streams Permit</u> • <u>Part 31 Bacterial Augmentation Certification</u>

Eurasian Watermilfoil

(*Myriophyllum spicatum*)

Established in Michigan



Report this species:

Use the Midwest Invasive Species Information Network

- Or - download the MISIN smartphone app and report from your phone -

Identification:

- Emergent, herbaceous aquatic plant
- Stems are whitish-pink to reddish-brown
- Leaves are greyish-green with finely divided pairs of leaflets that are ½-2 inches long, gives the plant a feathery appearance
- Leaves arranged in whorls of 3-6
- Yellow or reddish flower with 4 parts on a projected spike sitting 2-4 inches above water
- Usually 3-10 feet tall with a maximum of 33 feet



Allison Fox University of Florida bugwood.org



Graves Lovell Alabama DCNR Bugwood.org

Habitat: Eurasian watermilfoil inhabits water bodies ranging from fresh to brackish. Areas that have been disturbed are prime habitats for this species. Eurasian watermilfoil is very resistant and can overwinter in frozen lakes and ponds in the northern U.S. or survive over-heated bays in southern states.

Native Range: Europe, Asia, and North Africa

U.S. Distribution: Eurasian watermilfoil has been introduced to 45 states. Hawaii, Kansas, Wyoming, Idaho, and Nevada are the states without reports of introduction.

Local Concern: Eurasian watermilfoil forms large mats of floating vegetation that will shade-out native aquatic plants and impede recreational activities. This species is not a valuable food source of waterfowl and may interfere with fish predation. Thick vegetation like this can also clog residential or industrial water intakes.

MORE INFORMATION:

This document provides in-depth information about Eurasian watermilfoil in the State of Michigan including identification, distribution, management, and control options.

MDARD Weed Risk Assessment for Eurasian Watermilfoil (*Myriophyllum spicatum*) - This document evaluates the invasive potential of the plant species using information based on establishment, spread and potential to cause harm.

2019-020

Benzie County

Eurasian Watermilfoil Control Program

Regarding the Crystal Lake & Watershed Association (CLWA) Eurasian Watermilfoil Control Program (The Program) to treat the aquatic invasive species commonly known as Eurasian Watermilfoil

WHEREAS, the Benzie County Board of Commissioners has knowledge of Eurasian Watermilfoil in the County's inland lakes; and

WHEREAS, the Benzie County Board of Commissioners has knowledge of the severe damage/detriment that Eurasian Watermilfoil can cause to the economic, recreational, and aesthetic value of inland lakes; and

WHEREAS, The Program has been shown to be an effective and environmentally conscious method for the control of the Eurasian Watermilfoil problems for our residents; and

WHEREAS, lake associations desiring to implement The Program are required to obtain a Michigan Department of Environment Great Lakes and Energy (EGLE) permit, obtain the permission of affected riparian's and notify residents of the planned activities and adhere to the requirements of their permit;

NOW, THEREFORE LET IT BE RESOLVED that the Benzie County Board of Commissioners, on behalf of the property owners on Crystal Lake (additional lakes if necessary) in Benzie County, hereby formally requests the assistance of EGLE in the implementation of The Program, treatment for the invasive species Eurasian Watermilfoil, for a 3-year period from 2020 through 2022, provided that the EGLE permit requirements are adhered to, and with the understanding that there shall be no cost to the Benzie County government for these programs.

Dated: October 22, 2019

Gary Sauer, Chair

I, Dawn Olney, Clerk to the Benzie County Board of Commissioners, do hereby certify that the above resolution was adopted by the Benzie County Board of Commissioners at their regular meeting held on October 22, 2019.

Dawn Olney, Benzie County Clerk

Memo To: County Board of Commissioners
From: Maridee Cutler, Deputy County Administrator
Date: 10/15/2019
Re: Human Resources

11:00

The purpose of this memo is to obtain a signature for the newly adopted POAM EMS Union – MERS Carve out.

Attached you will find the MERS Executive Summary that describes the plan provisions and provides a brief explanation of the results to carve out the EMS employees into a Union Division within MERS.

Also, you will find attached the Defined Benefit Plan Adoption Agreement, which will need to be signed by the County Chairman.

I have invited our Representative Tony Radjenovich to attend the BOC meeting on October 22, 2019 at 11:00 a.m. to help explain the Executive Summary and be available for any questions you may have.

Let me know if you would like further information.

Maridee Cutler
Deputy County Administrator

RECEIVED

OCT 15 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Defined Benefit Plan Adoption Agreement



1134 Municipal Way Lansing, MI 48917 | 800.767.MERS (6377) | Fax 517.703.9711

www.mersofmich.com

The Employer, a participating municipality or participating court within the state of Michigan, hereby agrees to adopt and administer the MERS Defined Benefit Plan provided by the Municipal Employees' Retirement System of Michigan, as authorized by 1996 PA 220, in accordance with the MERS Plan Document, as both may be amended, subject to the terms and conditions herein.

I. Employer Name Benzie County **Municipality #:** 1003

If new to MERS, please provide your municipality's fiscal year: _____ through _____.
Month Month

II. Effective Date

Check one:

A. ☐ If this is the **initial** Adoption Agreement for this group, the effective date shall be the first day of _____, 20____.

☐ This municipality or division is new to MERS, so vesting credit prior to the **initial** MERS effective date by each eligible employee shall be credited as follows (choose one):

- ☐ All prior service from date of hire
- ☐ Prior service proportional to assets transferred; all service used for vesting
- ☐ Prior service and vesting service proportional to assets transferred
- ☐ No prior service but grant vesting credit
- ☐ No prior service or vesting credit

☐ Link this new division to division number _____ for purposes of determining contributions (Unless otherwise specified, the standard transfer/rehire rules apply)

B. ☐ If this is an **amendment** of an existing Adoption Agreement (Defined Benefit division number _____), the effective date shall be the first day of _____, 20____. *Please note:* You only need to mark **changes** to your plan throughout the remainder of this Agreement.

C. ☐ If this is a **temporary benefit** that lasts 2-6 months, the effective dates of this temporary benefit are from ___/01/___ through ___/___/___ for Defined Benefit division number _____.
Last day of month
Please note: You only need to mark **changes** to your plan throughout the remainder of this Agreement.

D. ☒ If this is to **separate employees from an existing Defined Benefit division** (existing division number(s) div 02 & div 12) into a new division, the effective date shall be the first day of November, 2019.

E. ☐ If this is to merge division(s) _____ into division(s) _____, the effective date shall be the first of _____, 20____.

Defined Benefit Plan Adoption Agreement

III. Eligible Employees

Only those Employees eligible for MERS membership may participate in the MERS Defined Benefit Plan. A copy of ALL employee enrollment forms must be submitted to MERS. The following groups of employees are eligible to participate:

(Name of Defined Benefit division – e.g. All Full Time Employees, or General after 7/01/13)

☐ Only retirees will be in this division.

These employees are (check one or both):

☐ In a collective bargaining unit (attach cover page, retirement section, signature page)

☐ Subject to the same personnel policy

To receive one month of service credit (check one):

☒ An employee shall work 10 ⁸ _____ hour days.

☐ An employee shall work _____ hours in a month.

All employees as classified under eligible employees, whether full or part time, who meet this criteria must be reported to MERS. If you change your current day of work definition to be more restrictive, the new definition only applies to employees hired after the effective date.

To further define eligibility, check all that apply:

☐ **Probationary Periods** are allowed in one-month increments, no longer than 12 months. During this introductory period, the Employer will not report or provide service time for this period, including retroactively. Service will begin after the probationary period has been satisfied.

The probationary period will be _____ month(s).

☐ **Temporary employees** in a position normally requiring less than a total of 12 whole months of work in the position may be *excluded* from membership. These employees must be notified in writing by the participating municipality that they are excluded from membership within 10 business days of date of hire or execution of this Agreement.

The temporary exclusion period will be _____ month(s).

IV. Provisions

Valuation Date: October 3, 20 19

1. Review the valuation results

It is recommended that your MERS representative presents and explains the valuation results to your municipality before adopting. **Please choose one:**

☒ Our MERS representative presented and explained the valuation results to the

County Board on 10/22/19.
(Board, Finance Cmte, etc.) (mm/dd/yyyy)

☐ As an authorized representative of this municipality, I _____
(Name)
_____ waive the right for a presentation of the results.
(Title)

Defined Benefit Plan Adoption Agreement

This Adoption Agreement will be implemented in conjunction with a current actuarial valuation certified by a MERS actuary that sets contribution rates.

Annually, the MERS actuary will conduct an actuarial valuation to determine the employers' contribution rates. Employers are responsible for payment of said contributions at the rate, in the form and at the time that MERS determines.

2. Benefit Multiplier (1%-2.5%, increments of 0.05%) 2.50 % (max 80% for multipliers over 2.25%)

☐ Check here if multiplier will be effective for existing active members' future service only (Bridged Benefit as of effective date on page 1)

If checked, select one below:

- ☐ Termination Final Average Compensation (calculated over the members entire wage history)
- ☐ Frozen Final Average Compensation (FAC is calculated twice, once for the timeframe that matches the original multiplier, and once for the new multiplier)

3. Final Average Compensation (Min 3 yr, increments of 1 yr) 5 years

4. Vesting (5 -10 yrs, increments of 1 yr) 8 years

5. Normal Retirement Age will be the later of: 60 (any age from 60-70), or the vesting provision selected above (#4).

6. Required employee contribution (Max 10%, increments of 0.01%) 6 %

7. Compensation for the Defined Benefit Plan means the salary or wages paid to an employee for personal services rendered while a member of MERS. Compensation and any applicable employee contributions must be reported to MERS on a monthly basis.

Employers shall define compensation using the following options (choose one):

- ☒ Compensation including all items as allowed in the MERS Plan Document (Section 14).

If anything varies, specify here:

Included: _____

Excluded: _____

- ☐ Base wages only.

If any items should be included, specify here:

Included: _____

- ☐ Medicare taxable wages as reported on W2.

- ☐ Wages plus amounts otherwise not reported as gross compensation, such as elected amounts for Section 125(a) or 457(b) deferrals.

Defined Benefit Plan Adoption Agreement

8. Unreduced Early Retirement/Service Requirements:

<input type="checkbox"/> Age 50 – 54_____ Service of either <input type="checkbox"/> 25 or <input type="checkbox"/> 30 years
<input type="checkbox"/> Age 55 – 65_____ Service between 15 and 30 years _____
<input type="checkbox"/> Service only (must be any number from 20 – 30 years accrued service): _____
<input type="checkbox"/> Age + Service Points (total must be from 70 – 90): _____ points

9. Other

- ☐ Surviving Spouse will receive _____% of Straight Life benefit without a reduction to the employee's benefit
- ☐ Duty death or disability enhancement (add up to additional 10 years of service credit not to exceed 30 years of service)
- ☐ Deferred Retirement Option Program (DROP)
- ☐ Annuity Withdrawal Program (AWP)

Calculation of the actuarial equivalent of the lump sum distribution made under AWP will be done using:

 - ☐ Interest rate for employee contributions as determined by the Retirement Board, or
 - ☐ MERS' assumed rate of return as of the date of the distribution.

10. Cost-of-Living Adjustment

<input type="checkbox"/> All current retirees as of effective date <input type="checkbox"/> Retirees who retire between _____/01/____ and _____/01/____	<input type="checkbox"/> Future retirees who retire after effective date
Increase of _____% or \$_____ per month	Increase of _____% or \$_____ per month
Select one: <input type="checkbox"/> Annual automatic increase <input type="checkbox"/> One-time increase	<input type="checkbox"/> Annual automatic increase
Select one: <input type="checkbox"/> Compounding <input type="checkbox"/> Non-compounding	Select one: <input type="checkbox"/> Compounding <input type="checkbox"/> Non-compounding
Employees must be retired _____ months (6-12 months, increments of 1 month)	Employees must be retired _____ months (6-12 months, increments of 1 month)

- ☐ Check here if the existing COLA will be bridged for active participants as of the effective date selected on this form. Benefits accrued for service after the effective date will have no COLA increase applied.

Defined Benefit Plan Adoption Agreement

11. Service Credit Purchase Estimates are:

- ☒ Not permitted
☐ Permitted

V. Appointing MERS as the Plan Administrator

The Employer hereby agrees to the provisions of this *MERS Defined Benefit Plan Adoption Agreement* and appoints MERS as the Plan Administrator pursuant to the terms and conditions of the Plan. The Employer also agrees that in the event of any conflict between the MERS Plan Document and the MERS Defined Benefit Plan Adoption Agreement, the provisions of the Plan Document control.

VI. Modification Of The Terms Of The Adoption Agreement

If the Employer desires to amend any of its elections contained in this Adoption Agreement, including attachments, the Governing Body or Chief Judge, by resolution or official action accepted by MERS, must adopt a new Adoption Agreement. The amendment of the new Agreement is not effective until approved by MERS.

VII. Enforcement

1. The Employer acknowledges that the Michigan Constitution of 1963, Article 9, Section 24, provides that accrued financial benefits arising under a public Employer's retirement plan are a contractual obligation of the Employer that may not be diminished or impaired, and prohibits the use of the Employer's required current service funding to finance unfunded accrued liabilities.
2. The Employer agrees that, pursuant to the Michigan Constitution, its obligations to pay required contributions are contractual obligations to its employees and to MERS and may be enforced in a court of competent jurisdiction;
3. In accordance with the Constitution and this Agreement, if at any time the balance standing to the Employer's credit in the reserve for employer contributions and benefit payments is insufficient to pay all service benefits due and payable to the entity's retirees and beneficiaries, the Employer agrees and covenants to promptly remit to MERS the amount of such deficiency as determined by the Retirement Board within thirty (30) days notice of such deficiency.
4. The Employer acknowledges that wage and service reports are due monthly, and the employee contributions (if any) and Employer contributions are due and payable monthly, and must be submitted in accordance with the MERS Enforcement Procedure for Prompt Reporting and Payment, the terms of which are incorporated herein by reference.
5. Should the Employer fail to make its required contribution(s) when due, the retirement benefits due and payable by MERS on behalf of the entity to its retirees and beneficiaries may be suspended until the delinquent payment is received by MERS. MERS may implement any applicable interest charges and penalties pursuant to the MERS Enforcement Procedure for Prompt Reporting and Payment and Plan Document Section 79, and take any appropriate legal action, including but not limited to filing a lawsuit and reporting the entity to the Treasurer of the State of Michigan in accordance with MCL 141.1544(d), Section 44 of PA 436 of 2012, as may be amended.
6. The Employer acknowledges that changes to the Employer's MERS Defined Benefit Plan must be made in accordance with the MERS Plan Document and applicable law, and agrees that MERS will not administer any such changes unless the MERS Plan Document and applicable law permit same, and MERS is capable of administering same.

Defined Benefit Plan Adoption Agreement

VIII. Execution

Authorized Designee of Governing Body of Municipality or Chief Judge of Court

The foregoing Adoption Agreement is hereby approved by County Chairman - Gary Sauer on
the 22 day of October 22, 20 19.
(Name of Approving Employer)

Authorized signature: _____

Title: County Chairman - Gary Sauer

Received and Approved by the Municipal Employees' Retirement System of Michigan

Dated: _____, 20 ____ Signature: _____
(Authorized MERS Signatory)

Municipal Employees' Retirement System of Michigan

Benzie Co (1003) - Divisions 02 and 12
Retirement Plan Options

RECEIVED

OCT 15 2019

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617



October 3, 2019

In care of:
Municipal Employees' Retirement System of Michigan
1134 Municipal Way
Lansing, Michigan 48917

The purpose of this report is to show the financial implications to the employer of different retirement plan design options for Benzie Co (1003) – Divisions 02 and 12. The report consists of separate sections that correspond to the different plan options under consideration and contains the following additional detail:

- An executive summary that describes the plan provisions and provides a brief explanation of the results.
- Exhibits showing the short-term impact of the proposed benefit change – that is, the net impact on the applicable fiscal year's contribution.

This report was prepared at the request of MERS on behalf of the municipality and is intended for use by the municipality and those designated or approved by the municipality. **The report may be provided to parties other than the municipality only in its entirety.** GRS is not responsible for unauthorized use of this report.

This valuation assumed the continuing ability of the plan sponsor to make the contributions necessary to fund this plan. A determination regarding whether or not the plan sponsor is actually able to do so is outside our scope of expertise and was not performed.

The valuation was based upon information furnished by MERS staff, concerning Retirement System benefits, financial transactions, plan provisions and active members, terminated members, retirees and beneficiaries. We checked for internal reasonability, but did not audit the data. We are not responsible for the accuracy or completeness of the information provided by the municipality and MERS staff.

The Plan Document Article VI sec. 71 (1)(d), provides the MERS Board with the authority to set actuarial assumptions and methods after consultation with the actuary. This report was prepared using certain assumptions approved by the Board. The MERS Board adopted the actuarial assumptions based on the recommendations of the prior actuary. A description of these assumptions and methods can be found as follows:

- Plan Document, v03152018,
- Actuarial Policy, DOC 8062 (2019-04-25), and
- 2018 Appendix.

On February 28, 2019, the Board adopted new economic assumptions for use beginning with the December 31, 2019 annual valuation report. These assumptions are a 7.35% investment rate of return and a 3.00% wage inflation assumption. The Board has a review of the demographic assumptions scheduled during 2019-2020. Changes resulting from these studies will have an impact on the level of calculated employer contributions, which are not reflected in this report.

This report has been prepared by actuaries who have substantial experience valuing public employee retirement systems. To the best of our knowledge, the information contained in this report is accurate and fairly presents the actuarial position of the municipality as of the valuation date. All calculations have been made in conformity with generally accepted actuarial principles and practices and in conformity with the Actuarial Standards of Practice issued by the Actuarial Standards Board.

Mark Buis and Kurt Dosson are Members of the American Academy of Actuaries (MAAA) and meet the Academy's Qualification Standards to render the actuarial opinions contained herein.

The signing actuaries are independent of the plan sponsor.

Sincerely,



Mark Buis, FSA, EA, FCA, MAAA



Kurt Dosson, ASA, MAAA



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Executive Summary

Executive Summary

The purpose of this report is to show the impact on the liabilities and contributions of the proposed benefit changes for Benzie Co (1003) – Divisions 02 and 12. The following proposed benefit changes have been considered:

Exhibit	Division	Proposed Change in Benefit
1	Sheriff Dept. (02)	Carve-Out
2	NonUnion&NonElct (12)	Carve-Out
3	New	Carve-To (from 02 and 12) Same Benefit Provisions as Division 12

The results of our calculations are shown as follows:

- The exhibits on pages 2, 3, and 4 show the short-term impact of the proposed benefit change (i.e., the change in the Actuarial Accrued Liability [AAL] as of December 31, 2018 and the change in the employer contribution for the fiscal year beginning October 1, 2020).

Please note the following regarding these calculations:

- The proposed change may affect the risk profile of the Plan. At this time we do not believe additional risk assessment is necessary.
- One member being carved out from Division 02 currently has a 25 and out unreduced retirement condition. As directed by MERS, the new carve-to division will have the same provisions as Division 12, which does not include the 25 and out unreduced retirement condition. As a result, this member will have decreased benefit provisions and a corresponding decrease in accrued liability.

Supplemental Valuation Results

Benzie Co (1003) – Sheriff Dept. (Division 02)
Employer Computed Contributions
Based on the 12/31/2018 Annual Actuarial Valuation
Exhibit 1

	Before Carve-Out		After Carve-Out		Difference	
Benefits						
a) Benefit Multiplier	2.50% Multiplier (80% max)		2.50% Multiplier (80% max)			
b) Normal Retirement Age	60		60			
c) Vesting	8 years		8 years			
d) Early Retirement (Unreduced)	25 & Out		25 & Out			
e) Early Retirement (Unreduced)	-		-			
f) Early Retirement (Reduced)	55/15		55/15			
g) Early Retirement (Reduced)	-		-			
h) Final Average Compensation	5 years		5 years			
i) COLA for Future Retirees	-		-			
j) COLA for Current Retirees	-		-			
k) Normal Form of Payment	-		-			
l) Death and Disability (D-2)	-		-			
m) Member Contribution Rate	6.00%		6.00%			
n) Other	-		-			
Participant Summary						
a) Active	9		8		(1)	
b) Vested Former Members	10		10		0	
c) Retired	<u>17</u>		<u>17</u>		<u>0</u>	
d) Total	36		35		(1)	
e) Annual Payroll	\$430,231		\$377,970		(\$52,261)	
Results						
1. Determination of Unfunded Accrued Liabilities and Funded Percent						
a. Present Value of Future Benefits (Active) ¹	\$1,867,243		\$1,753,942		(\$113,301)	
b. Present Value of Future Normal Costs (Active) ²	\$404,427		\$336,695		(67,732)	
c. Accrued Liability ³						
i. Active Employees [1.a. - 1.b.]	\$1,462,816		\$1,417,247		(\$45,569)	
ii. Vested Former Employees	259,475		259,475		0	
iii. Retirees and Beneficiaries	2,222,674		2,222,674		0	
iv. Pending Refunds	<u>2,874</u>		<u>2,874</u>		<u>0</u>	
v. Total	\$3,947,839		\$3,902,270		(\$45,569)	
d. Actuarial Value of Assets	\$3,109,593		\$3,073,700		(\$35,893)	
e. Unfunded Accrued Liability (UAL) [1.c.v. - 1.d.]	\$838,246		\$828,570		(\$9,676)	
f. Division Percent Funded [1.d. / 1.c.v.]	78.8%		78.8%		0.0%	
2. Employer Contribution Development ⁴						
a. Total Normal Cost ⁵	\$50,472	12.45%	\$44,376	12.60%	(\$6,096)	0.15%
b. Employee Contribution Rate	<u>24,324</u>	<u>6.00%</u>	<u>21,132</u>	<u>6.00%</u>	<u>(3,192)</u>	<u>0.00%</u>
c. Employer Normal Cost [2.a - 2.b.]	26,148	6.45%	23,244	6.60%	(2,904)	0.15%
d. Amortization of UAL ⁶	<u>61,680</u>	-	<u>60,960</u>	-	<u>(720)</u>	-
e. Employer Contribution ⁷ [2.c. + 2.d., not less than 0]	\$87,828	-	\$84,204	-	(\$3,624)	-
Miscellaneous and Technical Assumptions						
1. Increase in Final Compensation	2.00 %		2.00 %			
2. Withdrawal Rate Scaling Factor	100 %		100 %			

- ¹ The total value, in today's dollars, of benefits expected to be earned by the current active population and paid in the future.
- ² The portion of the present value of future benefits for current active members, expected to be earned after the valuation date.
- ³ The portion of the present value of future benefits earned through the valuation date.
- ⁴ Percentages of pay are not developed for a closed division.
- ⁵ The total normal cost is the ongoing cost of the plan under the applicable benefit structure.
- ⁶ Refer to the valuation Appendix, on the MERS website, for a description of the amortization policy.
- ⁷ Note that the results shown are based on the December 31, 2018 assumptions without any phase-in.

This report may be provided to parties other than the municipality only in its entirety.

Benzie Co (1003) – NonUnion&NonElct (Division 12)
Employer Computed Contributions
Based on the 12/31/2018 Annual Actuarial Valuation
Exhibit 2

	Before Carve-Out		After Carve-Out		Difference	
Benefits	2.50% Multiplier (80% max)		2.50% Multiplier (80% max)			
a) Benefit Multiplier	60		60			
b) Normal Retirement Age	8 years		8 years			
c) Vesting	-		-			
d) Early Retirement (Unreduced)	-		-			
e) Early Retirement (Unreduced)	-		-			
f) Early Retirement (Reduced)	50/25		50/25			
g) Early Retirement (Reduced)	55/15		55/15			
h) Final Average Compensation	5 years		5 years			
i) COLA for Future Retirees	-		-			
j) COLA for Current Retirees	-		-			
k) Normal Form of Payment	-		-			
l) Death and Disability (D-2)	-		-			
m) Member Contribution Rate	6.00%		6.00%			
n) Other	-		-			
Participant Summary						
a) Active	34		23		(11)	
b) Vested Former Members	13		13		0	
c) Retired	26		26		0	
d) Total	73		62		(11)	
e) Annual Payroll	\$1,615,593		\$1,006,635		(\$608,958)	
Results						
1. Determination of Unfunded Accrued Liabilities and Funded Percent						
a. Present Value of Future Benefits (Active) ¹	\$3,529,198		\$2,386,432		(\$1,142,766)	
b. Present Value of Future Normal Costs (Active) ²	\$1,436,887		\$842,427		(\$594,460)	
c. Accrued Liability ³						
i. Active Employees [1.a. - 1.b.]	\$2,092,311		\$1,544,005		(\$548,306)	
ii. Vested Former Employees	714,095		714,095		0	
iii. Retirees and Beneficiaries	2,448,086		2,448,086		0	
iv. Pending Refunds	<u>18,653</u>		<u>18,653</u>		<u>0</u>	
v. Total	\$5,273,145		\$4,724,839		(\$548,306)	
d. Actuarial Value of Assets	\$3,852,376		\$3,451,803		(\$400,573)	
e. Unfunded Accrued Liability (UAL) [1.c.v. - 1.d.]	\$1,420,769		\$1,273,036		(\$147,733)	
f. Division Percent Funded [1.d. / 1.c.v.]	73.1%		73.1%		0.0%	
2. Employer Contribution Development ⁴	As an Annual \$	As a % of payroll	As an Annual \$	As a % of payroll	As an Annual \$	As a % of payroll
a. Total Normal Cost ⁵	\$221,172	12.37%	\$143,040	12.84%	(\$78,132)	0.47%
b. Employee Contribution Rate	<u>107,280</u>	<u>6.00%</u>	<u>66,840</u>	<u>6.00%</u>	<u>(40,440)</u>	<u>0.00%</u>
c. Employer Normal Cost [2.a - 2.b.]	113,892	6.37%	76,200	6.84%	(37,692)	0.47%
d. Amortization of UAL ⁶	<u>105,924</u>	<u>5.92%</u>	<u>94,908</u>	<u>8.52%</u>	<u>(11,016)</u>	<u>2.60%</u>
e. Employer Contribution ⁷ [2.c. + 2.d., not less than 0]	\$219,816	12.29%	\$171,108	15.36%	(\$48,708)	3.07%
Miscellaneous and Technical Assumptions						
1. Increase in Final Compensation	2.00 %		2.00 %			
2. Withdrawal Rate Scaling Factor	100 %		100 %			

- ¹ The total value, in today's dollars, of benefits expected to be earned by the current active population and paid in the future.
- ² The portion of the present value of future benefits for current active members, expected to be earned after the valuation date.
- ³ The portion of the present value of future benefits earned through the valuation date.
- ⁴ Percentages of pay are not developed for a closed division.
- ⁵ The total normal cost is the ongoing cost of the plan under the applicable benefit structure.
- ⁶ Refer to the valuation Appendix, on the MERS website, for a description of the amortization policy.
- ⁷ Note that the results shown are based on the December 31, 2018 assumptions without any phase-in.

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Benzie Co (1003) – New from 02 and 12
Employer Computed Contributions
Based on the 12/31/2018 Annual Actuarial Valuation
Exhibit 3

Benefits	Before Carve-Out		After Carve-Out		Difference	
a) Benefit Multiplier	-		2.50% Multiplier (80% max)		2.50% Multiplier (80% max)	
b) Normal Retirement Age	-		60		60	
c) Vesting	-		8 years		8 years	
d) Early Retirement (Unreduced)	-		-		-	
e) Early Retirement (Unreduced)	-		-		-	
f) Early Retirement (Reduced)	-		50/25		50/25	
g) Early Retirement (Reduced)	-		55/15		55/15	
h) Final Average Compensation	-		5 years		5 years	
i) COLA for Future Retirees	-		-		-	
j) COLA for Current Retirees	-		-		-	
k) Normal Form of Payment	-		-		-	
l) Death and Disability (D-2)	-		-		-	
m) Member Contribution Rate	-		6.00%		6.00%	
n) Other	-		-		-	
Participant Summary						
a) Active	0		12		12	
b) Vested Former Members	0		0		0	
c) Retired	0		0		0	
d) Total	0		12		12	
e) Annual Payroll	\$0		\$661,219		\$661,219	
Results						
1. Determination of Unfunded Accrued Liabilities and Funded Percent						
a. Present Value of Future Benefits (Active) ¹	\$0		\$1,243,697		\$1,243,697	
b. Present Value of Future Normal Costs (Active) ²	\$0		\$657,295		\$657,295	
c. Accrued Liability ³						
i. Active Employees [1.a. - 1.b.]	\$0		\$586,402		\$586,402	
ii. Vested Former Employees	0		0		0	
iii. Retirees and Beneficiaries	0		0		0	
iv. Pending Refunds	0		0		0	
v. Total	\$0		\$586,402		\$586,402	
d. Actuarial Value of Assets	\$0		\$436,466		\$436,466	
e. Unfunded Accrued Liability (UAL) [1.c.v. - 1.d.]	\$0		\$149,936		\$149,936	
f. Division Percent Funded [1.d. / 1.c.v.]	0.0%		74.4%		74.4%	
2. Employer Contribution Development ⁴	As an Annual \$	As a % of payroll	As an Annual \$	As a % of payroll	As an Annual \$	As a % of payroll
a. Total Normal Cost ⁵	\$0	0.00%	\$83,856	11.46%	\$83,856	11.46%
b. Employee Contribution Rate	0	0.00%	43,908	6.00%	43,908	6.00%
c. Employer Normal Cost [2.a - 2.b.]	0	0.00%	39,948	5.46%	39,948	5.46%
d. Amortization of UAL ⁶	0	0.00%	11,100	1.52%	11,100	1.52%
e. Employer Contribution ⁷ [2.c. + 2.d., not less than 0]	\$0	0.00%	\$51,048	6.98%	\$51,048	6.98%
Miscellaneous and Technical Assumptions						
1. Increase in Final Compensation	0.00 %		2.00 %		2.00 %	
2. Withdrawal Rate Scaling Factor	100 %		100 %			

- ¹ The total value, in today's dollars, of benefits expected to be earned by the current active population and paid in the future.
- ² The portion of the present value of future benefits for current active members, expected to be earned after the valuation date.
- ³ The portion of the present value of future benefits earned through the valuation date.
- ⁴ Percentages of pay are not developed for a closed division.
- ⁵ The total normal cost is the ongoing cost of the plan under the applicable benefit structure.
- ⁶ Refer to the valuation Appendix, on the MERS website, for a description of the amortization policy.
- ⁷ Note that the results shown are based on the December 31, 2018 assumptions without any phase-in.

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Important Comments

Important Comments

1. The liabilities were calculated using the actuarial assumptions and methods adopted by the MERS Retirement Board and do not assume 100% retirement when first eligible. Actuarial assumptions and methods do not determine the cost of the benefits provided; they only impact the pattern of employer contributions. If future experience is unfavorable compared to the assumptions used, employer contribution rates will increase in future years, and vice versa. For example, if members retire when first eligible, the actual liabilities would be higher than calculated resulting in higher employer contributions.
2. The actuarial value of assets used to determine both the funded ratio and the required employer contribution is based on a smoothed value of assets. Only a portion of each year's investment market gain or loss is recognized in the current actuarial value of assets; the remaining portions of gains and losses will be reflected in future years' actuarial value of assets. This reduces the asset volatility impact on the determined required employer contribution and funded ratio. The smoothed actuarial rate of return for 2018 was 3.80%.

As of December 31, 2018, the actuarial value of assets is 110% of market value. This means that there is a net outstanding asset loss that is not yet recognized in the actuarial value of assets. Absent future asset gains offsetting the net outstanding asset loss, the net outstanding asset loss will be recognized in future actuarial valuations and is expected to decrease funded ratios and increase employer contribution requirements.

3. Unless otherwise indicated, a funded status measurement is based upon the actuarial accrued liability and the actuarial value of assets. The measurement is:
 - a. Inappropriate for assessing the sufficiency of plan assets to cover the estimated cost of settling the plan's benefit obligations.
 - b. Inappropriate for assessing benefit security for the membership.
 - c. Dependent upon the actuarial cost method which, in combination with the amortization policy and asset valuation method, affects the timing and amounts of future contributions. The amounts of future contributions will differ from those assumed due to future actual experience differing from assumed.

A funded status measurement of 100% is not synonymous with no required future contributions. If the funded status were 100%, the Plan would still require future normal cost contributions (i.e., the cost of the active membership accruing an additional year of service credit).

4. This report describes the financial effect of the proposed benefit plan. No statement contained within is a recommendation in favor of or in opposition to the proposed benefit plan.
5. The funded status shows the relationship of the assets to the amount needed to fund past service benefits, the actuarial accrued liability, under valuation assumptions.

Important Comments (Concluded)

6. Contribution requirements take into consideration prior service with other MERS entities (for eligibility service only), reflected in the difference between benefit and vesting service. If members have service not reflected on the results page (e.g., prior MERS or Act 88 service), the unfunded liabilities and employer contributions may be understated.
7. The actuaries' understanding of the default invoicing procedure is that a percent of pay employer contribution is applied for open divisions and a dollar amount is applied for closed divisions.
8. Employer contributions are based on a percentage of members' reported pay for open divisions. If actual reported payroll is substantially lower than the payroll used in this report, the actuaries recommend a minimum contribution of the dollar developed in the "Results," item 2.e.
9. The results do not show the potential impact on other post-employment benefits (such as retiree health care insurance) or ancillary benefits (such as life insurance).
10. The results of separate actuarial valuations generally cannot be added together to produce a correct estimate of the employer contributions. The total can be considerably greater than the sum of the parts due to the interaction of various plan provisions and assumptions used.
11. Future actuarial measurements may differ significantly from the current measurements presented in this report due to such factors as the following: plan experience differing from that anticipated by the economic or demographic assumptions; changes in economic or demographic assumptions due to changing conditions; increases or decreases expected as part of the natural operation of the methodology used for these measurements (such as the end of an amortization period, or additional cost or contribution requirements based on the Plan's funded status); and changes in plan provisions or applicable law. The scope of this supplemental actuarial valuation does not include an analysis of the potential range of such future measurements.
12. The calculations are based upon assumptions regarding future events, which may or may not materialize and proposed plan provisions. The actual impact of the proposed plan change(s) will change over time as actual experience emerges. Contact your MERS representative at 800-767-MERS if you believe that:
 - a. The assumptions are unreasonable,
 - b. The plan provisions are missing or incorrectly described,
 - c. Conditions have changed since the calculations were made,
 - d. The information provided in this report is inaccurate or is in any way incomplete, or
 - e. You need further information to make an informed decision.