

# BENZIE COUNTY BOARD OF COMMISSIONERS

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

## MEETING AGENDA April 14, 2020

**Meeting will be held via teleconferencing  
Call 701-802-5100; Access code: 795797#**

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 – 3/10/2020 (Open & Closed); 3/18/2020  
PUBLIC INPUT  
ELECTED OFFICIALS & DEPT HEAD COMMENTS  
ACTION ITEMS – Judge Mead, Court-Appointed Attorney Fees; 911 Collection  
Authorization; Patrol Vehicle Radios; Radio Template/Firmware Updates; Replace  
Base Radios; Plan, Prepare and Respond Guidelines; MDNR Passport Grant Project  
Agreement & Resolution 2020-008  
COMMISSIONER REPORTS –  
COUNTY ADMINISTRATOR’S REPORT –  
FINANCE – Approval of Bills  
COMMITTEE OF THE WHOLE – 3/24/2020 Consent  
COMMITTEE APPOINTMENTS – Benzie Leelanau Health Dept  
UNFINISHED BUSINESS  
NEW BUSINESS –  
  
10:00  
10:15  
  
PRESENTATION OF CORRESPONDENCE  
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



BENZIE COUNTY BOARD OF COMMISSIONERS  
MEETING NOTICE

Due to the Coronavirus (COVID-19) pandemic and pursuant to the requirements of Governor Whitmer's Executive Order 2020-15 which provides temporary authorization of remote participation in public meetings, the Benzie County Board of Commissioners will be conducting their **Regular Meeting beginning at 9:00 a.m.** on April 14, 2020 via teleconferencing.

Below you will find the information necessary to attend the meeting. You may access this meeting via any telephone (landline or cell).

Dial-in number (US): (701) 802-5100

Access code: 795797#

If you would like to submit written comments to be read into the meeting, you may submit them to Dawn Olney, Benzie County Clerk, at [dolney@benzieco.net](mailto:dolney@benzieco.net) or Maridee Cutler, Deputy County Administrator, at [mcutler@benzieco.net](mailto:mcutler@benzieco.net) or mail to 448 Court Place, Beulah, MI 49617. The deadline for submitting written comments is Monday, April 13, 2020 at 12:00 noon.

Public Input will be provided at the start and end of the meeting. If any person wishes to speak during public input, they should indicate by stating so when the chair calls for public input. Any individual may also contact any of the seven county commissioners with their comments. Public input rules adopted by the board still apply and each person would be given 3 minutes to speak. Individuals are not required to identify themselves to participate in the meeting but would be required to identify themselves prior to speaking.

Benzie County 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-days (30) notice to the County of Benzie. Individuals with disabilities requiring auxiliary aids or service should contact the County by writing or calling the following

Agendas are posted on the County Website at: [www.benzieco.net](http://www.benzieco.net)

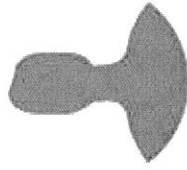
Dawn Olney  
Benzie County Clerk

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## Account Information



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795797

mcutler6

Edit

Quick



Maridee Cutler – CHRS, SHRM-CP  
Deputy County Administrator  
Benzie County



## **Dawn Olney**

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**From:** Maridee Cutler  
**Sent:** Wednesday, April 1, 2020 5:20 PM  
**To:** Dawn Olney  
**Subject:** Free Conference Call.com

Dawn,

It looks like it is the same number for all meetings, and the same access code.

Let me know if you need anything else.



## **THE BENZIE COUNTY BOARD OF COMMISSIONERS**

**March 10, 2020**

The Benzie County Board of Commissioners met in a regular session on Tuesday, March 10, 2020 in the Frank F. Walterhouse Board Room, 448 Court Place, Government Center, Beulah, Michigan.

The meeting was called to order by Chair Bob Roelofs.

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

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

### **Agenda:**

Motion by Warsecke, seconded by Sauer, 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 Warsecke, to approve the regular session minutes of February 25, 2020 as corrected. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

Motion by Sauer, seconded by Nye, to approve the closed session minutes of February 25, 2020 as corrected. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

9:05 a.m. Public Input – None

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

Michelle Klein, Benzie Leelanau Health Department gave an update regarding the COVID-19; there are 423 total confirmed cases in 35 states within the U.S. and there are none in Michigan at this time. If someone is suspected of having Corona, a respiratory test will be done. This is very contagious, and we need to protect vulnerable individuals – older individuals and those with health conditions (such as heart disease, diabetes, lung disease) are at higher risk of severe illness. This illness is very similar to the flu. The best prevention is washing your hands; use of hand sanitizer if no soap and water is available; avoid touching your mouth, nose, and eyes; cover your mouth when you cough/sneeze with a tissue or upper sleeve/shoulder; avoid close contact with people who are sick; stay home when you are sick; prepare to stay home for a couple of weeks if needed – have enough food, medications, pet food, etc. to cover you for 14 days. Someone coming thru a high-risk country is screened and quarantined or remains home under self-quarantine. Munson Medical Center in Traverse City is the local quarantine site to have them in a negative-pressure room.

Rebecca Hubers, Emergency Management & 911 Central Dispatch: The EOC is open and the task force is in place per Governor Whitmer; we do have supplies; they will refer an individual to the health department not ER due to possible infection. Thursday March 12 6 – 8 p.m. at the Garden Theatre will be the Lakeshore presentation regarding erosion. Our soil saturation is at 99%.

### **ACTION ITEMS**

DNR Parks & Rec Passport Grant: Motion by Sauer, seconded by Farrell, to accept the Memorandum of Understanding for Recreation Passport Grant in the amount of \$150,000.00 with the

## **COMMISSIONERS**

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**March 10, 2020**

DNR for the Betsie Valley Trail Reconstruction, authorizing the chair to sign. Roll call. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

## **COMMISSIONER REPORTS**

Comm Jeannot provided a written report (attached) and spoke regarding Lake Township, trip to Ingham County to discuss the possible Headlee override issue; Almira Township – asked the County Administrator to follow up regarding the possibility of Thompsonville exiting from the ambulance service. Chair Roelofs said we should invite the Thompsonville ambulance crew to the next EMS meeting – Tuesday, March 17.

Comm Farrell provided a written report (attached) and spoke regarding the Human Services Collaborative meeting on February 26; Benzie Leelanau Health Dept Special Meeting regarding Agreement for Early Childhood Health Services which Leelanau voters approved a millage for; Airport Authority; Northern Michigan Regional Entity Substance Use Disorder Oversight Board; she attended the Centra Wellness Network Board retreat.

Comm Nye provided a written report (attached) and spoke about the Village of Benzonia tabled a moratorium exemption request to the April board meeting; they have entered into a franchise agreement with the Village of Beulah regarding North Street; Centra Wellness meeting had a discussion regarding CARF (Commission on Accreditation of Rehabilitation Facilities). MDOT Open House on March 4 was well attended; they will be investing \$5.3 million to remove and replace pavement on 1.7 miles of US 31 from M-115 to south of the Betsie River; this project also includes several other items; start date Monday March 23. Village of Beulah meeting they discussed the Cold Creek sediment basin will be dredged in the Fall; this is a shared expense with Benzonia Township; parking lines will be painted prior to Memorial Day. Chamber Government Relations Meeting – October 12 will be the Benzie County Summit; Ed Hoogterp presented a Storm Water Update addressing high E. Coli levels in Beulah Beach.

Comm Taylor provided a written report (attached) and spoke regarding the Coho Festival being held August 28 – 30, 2020. Village of Honor will be receiving a SAW grant. Attended the Chamber meeting and they will hold their Summit on October 12.

10:00 a.m. Doug Durand, Benzie Senior Resources – Millage Request

Mr. Durand stated that they will be celebrating their 45<sup>th</sup> Anniversary of serving the seniors of Benzie County; he presented a power point showing the increase in services over the years and the request for a millage renewal.

Motion by Jeannot, seconded by Farrell, to authorize the County Clerk to proceed with ballot wording preparation for the Commission on Aging renewal, 4 years, 0.8500 mill and place on the August 4, 2020 Primary Election ballot. Roll call. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

10:15 a.m. Ed Hoogterp, Point Betsie Contract

Requests approval of the Agreement with the Consultant for services to Point Betsie Lighthouse.

Motion by Jeannot, seconded by Taylor, to authorize approval of the Agreement between Benzie County (Owner) and W.F. Baird & Associates Ltd. (Consultant) for Professional Services at Point

## **COMMISSIONERS**

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**March 10, 2020**

Betsie Lighthouse with the changes provided, authorizing the chair to sign. Roll call. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

10:30 a.m. John Smendzuik, County Surveyor

Motion by Sauer, seconded by Warsecke, to approve the 2020 Revised County Plan for Monumentation and Remonumentation Plan as presented, authorizing the chair to sign. Roll call. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

10:47 a.m. Motion by Roelofs, seconded by Jeannot, to enter into a closed session pursuant to Section 8(d) of the Michigan Open Meetings Act to consider the possible acquisition of real property, to include County Administrator Mitch Deisch, County Clerk Dawn Olney and legal counsel Tim Figura. Roll call. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

Motion by Roelofs, seconded by Nye, to authorize the administration and legal counsel to proceed in accordance with the recommendation that was made in closed session. Roll call. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

Motion by Roelofs, seconded by Jeannot, to adopt resolution 2020-006 Expressing Intent to Pursue Grant for Acquisition of Land to Add to the Railroad Point Natural Area as presented, authorizing the chair to sign. Roll call. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

### **COMMISSIONER REPORTS (continued)**

Comm Warsecke provided a written report (attached) regarding Benzie Bus – will be seeking applications for Executive Director as the current contract expires in June 2020; Inland Township and Benzie Central Schools – they will be placing a bond proposal on the August 4, 2020 ballot in the amount of \$39.5 million.

Comm Roelofs reported on the Veterans Affairs – getting ready for the Memorial Day service; have met with Administration Office for a weekly meeting and things are going better; Space Needs – need to get costs on these items – that need to be addressed; will attend the Coho Festival with the Veterans Administration.

Comm Sauer reported that Township budgets are completed; Blaine Supervisor will not run again. Road Commission had a special meeting looking at conceptual drawings to reconfigure the building they have. Architect gave an estimate of \$3.25 – \$4 million to redo. They are also looking at the possibility of the old school. The building structure is sound. Trip to Ingham. Comm Jeannot has been in contact with someone that may be interested in purchasing the school – perhaps they could work with the Road Commission to purchase and partner.

### **COUNTY ADMINISTRATOR'S REPORT**

Provided written update. Provided a draft copy of the override committee; March 20 will have a telephone conversation with Ogema County. Space Needs committee report. Attorney RFP ready to go out to the press and attorneys in the area – Benzie County as well as surrounding counties. Lake to Leaf Dispensary presentation Friday March 20 at the EDC meeting.



## **COMMISSIONERS**

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**March 10, 2020**

Comm Jeannot inquired if Michigan Works has been notified that we will need that space. Mr. Deisch indicated that he was waiting until this board saw the Space Needs notes.

## **FINANCE**

Bills: Motion by Jeannot, seconded by Warsecke, to approve payment of the bills from February 26, 2020 thru March 10, 2020 in the amount of \$301,028.38, as presented. Roll call. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

County Treasurer Michelle Thompson also reported that her office is working on March settlement with the townships; she updated the board on the BA bond re-funding for the Maples. Bond Counsel will be here on April 28 to discuss this with you. Pros = your direct responsibility for debt – decide what the millage will be each year; determine the budget and take the responsibility. It takes out the middleman.

Motion by Jeannot, seconded by Nye, to authorize the County Treasurer to seek re-funding of the existing Maples bond in the name of the Benzie County Board of Commissioners. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

## **COMMITTEE OF THE WHOLE**

Motion by Sauer, seconded by Farrell, to approve items 1-5 of the February 25, 2020 Committee of the Whole Consent Calendar as presented. Roll call. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

## **COMMITTEE APPOINTMENTS**

SWAC: Motion by Jeannot, seconded by Warsecke, to reappoint Christopher Cote to the SWAC for a 2-year term to expire December 31, 2021. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

**UNFINISHED BUSINESS** – None

**NEW BUSINESS** – None

## **PRESENTATION OF CORRESPONDENCE**

- Road Commission minutes of January 30 and February 6, 2020 received.
- Health Department minutes of February 26, 2020 received.
- Parks & Recreation minutes of January 27, 2020 received.
- Notice from Joyfield Township regarding updating of Master Plan received.
- Kalkaska County resolution Opposing Gov Whitmer's Road Bond Debt received.
- Hillsdale County resolution regarding Second Amendment received.
- Lake County resolution regarding Second Amendment received.
- Antrim County resolution regarding Second Amendment received.
- Arenac County resolution regarding Second Amendment received.
- Charlevoix County resolution regarding Second Amendment received.
- Charlevoix County resolution regarding Constitutional Sanctuary County received.
- Menominee County resolution regarding Second Amendment Sanctuary County received.
- Monroe County resolution regarding Second Amendment received.

## COMMISSIONERS

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March 10, 2020

- Grand Traverse County resolution regarding HB/5530 and SB 723 regarding tax increment financing (TIF) received.

12:23 p.m. Public Input – None

Motion by Taylor, seconded by Farrell, to adjourn at 12:23 p.m. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

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Bob Roelofs, Chair

Dawn Olney, Benzie County Clerk

### INDEX

1. Approved the agenda as presented.
2. Approved the regular session minutes of February 25, 2020 as corrected.
3. Approved the closed session minutes of February 25, 2020 as corrected.
4. Accepted the Memorandum of Understanding for Recreation Passport Grant in the amount of \$150,000.00 with the DNR for the Betsie Valley Trail Reconstruction, authorizing the chair to sign.
5. Authorized the County Clerk to proceed with ballot wording preparation for the Commission on Aging renewal, 4 years, 0.8500 mill and place on the August 4, 2020 Primary Election ballot.
6. Authorized approval of the Agreement between Benzie County (Owner) and W.F. Baird & Associates Ltd. (Consultant) for Professional Services at Point Betsie Lighthouse with the changes provided, authorizing the chair to sign.
7. Approved the 2020 Revised County Plan for Monumentation and Remonumentation Plan as presented, authorizing the chair to sign.
8. Entered into a closed session pursuant to Section 8(d) of the Michigan Open Meetings Act to consider the possible acquisition of real property, to include County Administrator Mitch Deisch, County Clerk Dawn Olney and legal counsel Tim Figura.
9. Authorized the administration and legal counsel to proceed in accordance with the recommendation that was made in closed session.
10. Adopted resolution 2020-006 Expressing Intent to Pursue Grant for Acquisition of Land to Add to the Railroad Point Natural Area as presented, authorizing the chair to sign.
11. Approved payment of the bills in the amount of \$301,028.38, as presented.
12. Authorized the County Treasurer to seek re-funding of the existing Maples bond in the name of the Benzie County Board of Commissioners.
13. Approved items 1-5 of the February 25, 2020 Committee of the Whole Consent Calendar as presented.
14. Reappointed Christopher Cote to the Solid Waste Advisory Council for a 2-year term to expire December 31, 2021.

DRAFT



**Art Jeannot**  
**Commissioner Report**  
**March 10, 2020**

- Attended 3 meetings on behalf of the county since February 25<sup>th</sup>.
- **3/5** Lake Township – Discussed yearend budget adjustments and identified township roads targeted for repair (Highland Dr and White Birch Trail).
- **3/6** Ingham County – Mitch Deisch, Shelly Thompson, Gary Sauer and I traveled to Ingham County to discuss processes for a Headlee override request. Much was learned to include how we should refer to this action and the importance of consistent communication of the request. A more complete report will be provided when we conclude our meetings with other counties.
- **3/9** Almira Township – Shared with me concern over Thompsonville possible exit from ambulance service. Mark Roper, Township Supervisor would like to have the appropriate parties meet to discuss coverage. Township in process of selling older ambulance. May get as much as \$30k more than budgeted.
- **Other –**
  - February 25<sup>th</sup>, I attended a discussion at Grow Benzie regarding the housing needs for our County. The event was modestly attended. One attendee announced their intentions to build 2 "tiny houses" in Thompsonville.
  - Monies are available for projects in rural communities through USDA. I have been in communication with the agency sharing our plans for broadband expansion. The sub-committee for this initiative has been included in this communication.

Commissioner Report to BOC  
March 10, 2020  
Linda Farrell  
District #3  
Frankfort and Crystal Lake Township

I attended 4 meetings on behalf of Benzie County since our last BOC meeting on February 25<sup>th</sup>:

February 26<sup>th</sup> - Benzie County Human Services Collaborative

- Jessica Carland gave a Benzie Bus services update
  - Benzie Bus is looking for 2 new board members
- Nancy Kida – Presented info about new “Shared Family Care” program that will be initiated this spring to increase supervised time between kids in foster care and their parents. There will be a mentor recruitment event at Grow Benzie on March 19<sup>th</sup> from noon to 1pm.
- Tuition free preschool applications are being taken for kids ages 3 and 4 before December 1 for Head Start and Great Start. For appt call 231-346-2116. I have a flyer with pull off numbers for the bulletin board.

February 26<sup>th</sup> - Special Meeting of the BLDHD

- Approved the interim “Agreement for Early Childhood Health Services” – The BLDHD will facilitate the program planning and development supported by the approved Leelanau County Early Childhood Health Services millage.

February 27<sup>th</sup> – Airport Authority (as Liaison)

- MDOT will do an aerial drone inspection of the Airport probably in late July for data collection to identify any runway encroachments. The data will be used to create a model that will have 6” 3-dimensional accuracy. This will be used to design a table of current and impending obstructions to be pinpointed for clearing.
- There is a problem with a security camera which will be expensive to fix; will consider upgrading entire system
- Dick Bayer shared letter from MDOT confirming the Frankfort City County Airport Authority is operating in accordance with its grant obligations. (The same he shared at our Feb 25<sup>th</sup> BOC meeting.)

March 2<sup>nd</sup> – NMRE SUD Oversight Board

- There were no grant applications that included Benzie County presented at this meeting.

I also attended:

February 25<sup>th</sup> - Housing Matters - Presentation by Sarah Lucas of Housing North at Grow Benzie  
Commissioner Jeannot also attended.

February 28 – CWN Board Retreat – Strategic Plan was reviewed and updated

Rhonda Nye  
District IV – Benzonia Township  
Commissioner Report  
March 10, 2020

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March 2 - Village of Benzonia:

Dollar General Moratorium exemption request was Tabled to the Regular April Meeting.  
A franchise agreement with the Village of Beulah regarding North Street was approved.  
MDOT Sidewalk Resolution was approved; essentially states that MDOT will build the sidewalks and the Village of Benzonia agrees to own and maintain them once built.

March 3 - Centra Wellness Executive Committee:

Discussion regarding CARF (Commission on Accreditation of Rehabilitation Facilities) Schedule occurring March 11<sup>th</sup> – 13<sup>th</sup>; to meet CARF accreditation standard of care, an organization must prove they provide excellent programs and services. Once accredited, an organization must maintain those standards of care and improve them over time.  
Full Board agenda set.

March 4 – MDOT Open House:

US 31 Road Reconstruction Project. MDOT investing \$5.3 million to remove and replace pavement on 1.7 miles of US 31 from M-115 to south of the Betsie River. This project also includes concrete curb and gutter replacement, sidewalk repairs and install, new culvert, sewer and drainage structures, updated guardrail and pavement markings. There will be no detours and the project will be shut down 3 p.m. July 2<sup>nd</sup> – July 6<sup>th</sup> morning.  
Estimated Start Date: Monday, March 23<sup>rd</sup>  
Estimated Completion Date: Saturday, October 10<sup>th</sup>  
Contractor: Elmer's Carne and Dozer, Inc.

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March 5 – Village of Beulah:

Cold Creek sediment basin will be dredged in the Fall; this is a shared expense with Benzonia Township which needs to be done when water levels are lowest.  
Parking lines in Beulah will be painted prior to Memorial Weekend.  
High Strength Waste Discharge Agreement approved with Five Shores Brewing and will be revisited in one year.

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March 9 – Chamber Government Relations Meeting

The Chamber will be hosting a Benzie County Summit October 12<sup>th</sup>; panel discussions with the focus on economic development, education, tourism issues.  
Ed Hoogterp, Drain Commissioner, presented a Storm Water Plan Update for the Village of Beulah addressing high E. Coli levels in Beulah Beach and options/grants to remedy the concentration.  
Kirstie Sieloff, TC Connect Director of Government Relations, gave an update on RAAD (Rural Affairs and Development) which advocates the creation of a department or state level position to elevate rural issues. More information at [nmichiganbusiness.com](http://nmichiganbusiness.com).



Sherry Taylor  
District 5 County Commissioner  
March 2 – 9, 2020

Monday, March 2, 2020

Homestead Twp – Lisa Holmes for the Coho Festival. This year's dates are August 28<sup>th</sup> – 30<sup>th</sup>.

They will be running the concession stand at the ball fields again the year keeping the proceeds for the Festival. Looking for volunteers and exhibitors.

May 16<sup>th</sup> is clean up day from 8:00 am to 12:00 pm

Village of Honor will have curbside pickup

New Zoning Administrator is Rosemary Naulty, she is also the Village of Honor's Zoning Administrator.

After meeting with the township attorney, the board took a vote to appeal the judge's ruling and it passed four yeses and one abstain.

Monday, March 9, 2020

Village of Honor – in 2013 the village applied for a SAW grant for \$131,700 and were selected in the second drawing but the village board at that time turned it down. They have been given a second chance and are accepting the funds to complete a Federal Asset Management Plan for their sewer system. They will GPS all the manhole covers and television all of the sewer runs and then rate them for future maintenance.

USDA Loan has been approved for \$1.1 million with \$165,000 being their match. Just waiting for the funds to be disbursed.

Carrie Corey is demoing the building next to her salon in Honor, the Village is giving her a letter stating that they approve of this action. A variance for Sleeping Bear Riverside Cabins (New owners Haans) was approved. They requested a variance for fencing in the front of their property from 6' high to 8' high to help with safety and noise issues. They are a pet friendly property and have been getting a lot of customers. Their entrance will become a one-way drive also for safety.

Chamber of Commerce

Ed Hoogterp gave a presentation of the Storm Water Plan update.

October 12<sup>th</sup> is their Summit – 5 minute panel discussions and then 10-15 minute questions.

Working to get State funding cuts restored. Trying to get Pure Michigan funding but they would have to start advertising by mid-May for it to do any good.

US 31 paving project to start March 31<sup>st</sup>, will shut down for July 2 – 6<sup>th</sup>. October 10 completion date. No detour – single lane closures.

Candidate forum for general election.

District 6  
Commissioner Report  
E. Warsecke

03-04-20 Benzie Bus

- The director's contract expires June 2020
- Job posting for new director to be published 3-11-2020
- Interview panel met 3-4-20 and will meet again 3-18-2020

03-09-20 Inland Township

- Public hearing held on the budget
- There will be a public hearing on the planning ordinance 03-12-20
- Inland planning commission to begin 04-01-20
- Easter egg hunt at the Twp 4-9-20 from 9a-3p

03-09-20 Benzie Central School Board

- Approved the renewal of the permit to ~~Twisted~~ Trails
- Approved the contract for the superintendent
- Presentation given on the upcoming bond proposal
  - new proposal reduced from 3 mills to 2.1 mills
  - total cost 39.5 million down from 47.85
  - MS/HS - \$12,433,000
  - BV Elem - \$1,738,000
  - LA Elem - \$1,501,000
  - New Elem build - \$19,059,000
  - New bus garage & busses (over 10 years) - \$4,269,000
  - Technology infrastructure - \$500,000

03-11-20 Colfax Township

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

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

Closed Session

March 10, 2020

Possible Purchase of Real Property  
with Atty Tim Figura

**THE BENZIE COUNTY BOARD OF COMMISSIONERS**  
**March 18, 2020**

The Benzie County Board of Commissioners met in a special session on Wednesday, March 18, 2020 in the Frank F. Walterhouse Board Room, 448 Court Place, Government Center, Beulah, Michigan.

The meeting was called to order by Chair Bob Roelofs.

Present were: Commissioners Farrell (by phone), Jeannot, Nye, Roelofs, Sauer and Taylor (by phone)

Excused: Commissioner Warsecke

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

**Agenda:**

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

9:03 a.m. Public Input – None

Discussions regarding the impact of COVID-19 on Benzie County Governmental Operations: Michelle Klein and Lisa Peacock with the Benzie-Leelanau District Health Department are present to update the board on the Coronavirus.

Ms. Peacock stated that the overall goal is to flatten the curve of the pandemic. Social distancing is very important; we share the stress and concerns of all of you. We all need to work together with this. High-risk travelers are continuing to be monitored. We need to slow down the spread. At this time, we have 65 cases in Michigan but there are none reported in Benzie County. The goal is to not see any cases in the county. We support the hospitals and health care providers to be sure they have what they need. When a case is identified, the doctor and health department are both notified. Each case is different, so the investigation is different. Health Department enforces isolation and quarantine of individuals. The CDC is updated every afternoon, over 4,200 cases, 75 deaths in over 53 jurisdictions. As of yesterday, we had 65 cases in Michigan.

Michelle Klein – this disease is droplets and if you are 6 feet together, then you inhale those droplets. These droplets can stay alive on surfaces for days. It is important for you to wash your hands and stay 6 feet apart. Benzie Leelanau Health Dept has done 18 tests; 12 in Benzie County, 1 was negative in Benzie and 1 positive in Leelanau. Have not received the other results yet. Testing – is like a flu test with a quick swab in the nose and throat. Most providers are doing a flu test first, then to the state lab to test for COVID-19. Health care providers can do the test. If you or someone you know has symptoms, you need to stay home and call your health care provider. To do a test, you must have an order from the primary care doctor.

No health care provider: Call the health department or Munson has a Hotline set up: 231-935-0951. Flu test results are almost immediate upon screening.

Comm Jeannot asked, is an individual contagious before they show symptoms? We don't have enough information to say for sure.

If you feel you have symptoms, the important thing to do is to call first – do not just go to the doctor or to the emergency room.

Incubation period is 2 – 14 days

Quarantine – you are not sick, but may become sick

## COMMISSIONERS – Special Meeting

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March 18, 2020

Isolation – you have been diagnosed; we have a little more authority to mandate the isolation. We can also determine when they can come out of isolation.

Rebecca Hubers, Emergency Management, stated that when the State opens the EOC at the state level, it also activates the local EOC as well; we are in the monitoring and assessment status at this time; she has assessed and ordered resources for the future as well. CDC guidelines are not always consistent with the Governor's Executive Orders.

Benzie Schools are providing breakfast and lunch three days per week to those standing at the normal bus stop from 9-11 a.m. No number to call or sign up.

Benzie Transportation Authority is ready and able for delivery and pick up if needed to the residents. POMH – incident command center staff 7-days per week; all ancillary services are closed – be sure and call first; screening all staff and visitors.

It is recommended: no matter where you want to do business, call ahead. Grocery stores and drive-in food are open; media sources are giving constant closers. Search for services to the best of your ability if you need something, otherwise call Emergency Management 231-882-0567. Asks that department heads start documenting any expenditures related to COVID-19. We will need very detailed documentation.

10:13 a.m. Mitch Deisch, County Administrator, stated that he has provided you will all of the Executive Orders from the Governor; Declaration of State of Emergency – Coronavirus (COVID-19) from the Courts; CDC Interim Guidance. EO 2020-02 – we can have a public meeting without a quorum – no, only the state to have the flexibility. MAC is working to get these changes for the local level as well.

Judge Thompson stated that the courts are not closed – only restricted operations to essential services. We are utilizing the polycom system for criminal matters. Also, anything involving children -- NA, show causes, child support. Chief Justice gave recommendation to the courts which was the result of our order. Supreme Court would allow LAO to stop foot traffic into the building.

Sheriff provided a list of changes they have made to the jail due to the COVID-19.

Mitch Deisch, discussions regarding proposed resolution of Protective Measures to Slow the Spread; this would lock the doors to general public access.

How do you define meetings as essential vs non-essential? This meeting is essential; EDC Friday is non-essential; Parks & Rec non-essential.

Comm Jeannot asks regarding #1 – would we have someone monitoring the front door? Yes #8 – how about adding Board Chair plus one sitting Commissioner.

Jennifer Savage, DHHS, stated that we have leased space in this building that we need to have access to; we will be using that room with the public to hold parenting time, and other programs. Asks to be a part of the conversation.

Comm Taylor stated that we need to limit exposure throughout the building; Geoff Miller is the School Resource Officer, could he be utilized at one of the doors.



## COMMISSIONERS – Special Meeting

Page 3 of 4

March 18, 2020

Shaun Anchak, Probation/Parole, stated that he does have electronic access to open the lower level for his clients.

Comm Nye stated regarding #8 that we are still available – why limit it to two people – Comm Taylor and Comm Farrell agree.

Comm Sauer asked what is considered an essential meeting? Will be amended to read: In the event a special meeting is required, the meeting will follow measures needed to mitigate the potential of transmission of COVID-19, including social distancing, proper hand hygiene and respiratory etiquette.

Lisa Vogler stated the one option in light of closing this building, is simply to convene the Board of Commissioners in compliance with OMA in a different building and/or location.

Lisa Peacock, Health Officer, stated the EO 2020-22 OMA with state does allow virtual meetings; the public would call in to the phone line.

Add: Require all employees to stay home if ill. Must be fever free (100.4 degrees) for 72 hours without fever suppressants before coming back to work.

Chair Sauer – need to discuss Spring Break and the location that they are going. We need to be aware of this.

Lisa Peacock stated they will be submitting a Travel Policy to the Board of Health this afternoon and would be happy to share that with you.

11:36 a.m. Break

11:57 a.m. Reconvene

Further discussions regarding the resolution; further changes are made and discussed amongst the board members.

12:10 p.m. Break

12:36 p.m. Reconvene

Motion by Jeannot, seconded by Nye, to adopt 2020-007 Resolution of Protective Measures to Slow the Spread of COVID-19 Throughout Michigan as presented. Roll call. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer and Taylor Nays: None Exc: Warsecke Motion carried.

Mitch stated that his goal is:

- Prepare Press Release with phone numbers of departments
- Work with Sheriff Dept for coverage at the door
- Place placard on the door

Comm Taylor indicated that Deputy Send says Thank You for the Birthday card.

12:48 p.m. Public Input – None

**COMMISSIONERS – Special Meeting**

**Page 4 of 4**

**March 18, 2020**

Motion by Sauer, seconded by Roelofs, to adjourn the meeting. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer and Taylor Nays: None Exc: Warsecke Motion carried.

---

Bob Roelofs, Chair

Dawn Olney, Benzie County Clerk

**INDEX**

1. Adopted resolution 2020-007 Resolution of Protective Measures to Slow the Spread of COVID-19 Throughout Michigan as presented.

# Elected Officials And Department Heads

9-1-1  
Police  
Fire / EMS

*Benzie County Central Dispatch*

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



To: Board of Commissioners  
From: Rebecca Hubers – Director/EMC

Re: Recap of March 2020

Mr. Suida is performing as requested and is in the middle of Step 2 in his training process.

The dispatch center dispatched 22 COVID calls for service to law enforcement since March 23, 2020. These numbers required a law officer to follow up with the complaint. These number does not include the calls with questions about whether a person can “do this or do that” if they will get pulled over while driving, in response to the Governor’s Executive Orders. Sitting in the dispatch center and guessing, I would say the “can I” calls probably outweigh the complaint calls 10 to 1 over the last weeks.

I presented a conditional offer of employment to Sydney Beechcraft for the recent funded roster position. She accepted the offer and has been gracious with her patience in the hiring process since her interview in February 2019. The conditional offer is contingent on refreshing her background check and drug screening. Due to training schedule and COVID distancing considerations I moved back her hire date to May 4, 2020.

Dispatch CAD computers were replaced, and we are up to date with security compliance for providing LEIN services.

All Mobile Cad computers have been delivered and IT support has concluded with most. Benzie County Sheriff’s Office, Frankfort PD, and Benzie EMS have all received Mobile Cad installs. The fire chiefs have all been notified that their computers are ready. Some have responded and arranged pick up – others have not.

All of Benzie County radios have been updated and meet interoperability standards with the rest of the state. This project was started by Mr. Berns and finished in March.

Benzie Central Dispatch has communicated with surrounding counties and has developed a Continuity of Operations Plan for the occasion that the Dispatch Center should be impacted or any ECS should contract COVID-19. This includes schedule options for sick dispatchers to rerouting calls for room decontamination.

Sincerely – Rebecca Hubers

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APR 02 2020

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20
9-1-1 Calls	576	514	500	544	471	434
Admin Inbound calls	1818	1484	1441	1541	1406	1402
Transferred 9-1-1 to another PSAP	31	40	23	25	24	22
Transfers within building	215	140	155	156	176	138
Call for Service Nature types:						
Abandoned 9-1-1	38	35	42	55	52	56
Abandoned Vehicle		1	1	8		5
Accidental Dial	17	17	15	18	17	14
Alarm - Commercial	7	4	8	5	8	5
Alarm - Medical	6	6	9	10	2	7
Alarm - Residential	16	9	12	14	8	6
Ambulance Request	135	113	129	139	150	113
Ambulance Transfer	33	26	29	29	35	24
Animal Control Complaint	19	17	13	15	9	22
Assault	7	2	5	5	2	6
Assist Other Dept / County	21	11	13	5	13	12
Be on the Lookout		1	2	2		
Boater in Distress						
Boating Complaint	1					
Breaking and Entering	4	1	3	2		
Breaking and Entering - In progress	1	1				5
Breaking and Entering - Vehicle						1
Bullying				1		
Bus Lights Disregarded	1				1	
Car vs Bear - Property Damage Accident						
Car vs Deer - Property Damage Accident	31	40	36	25	25	14
Careless Use	2		1	1	1	2
Child Neglect				1	1	
Child Abuse		2		1		
Citizen Assist	9	4	8	3	2	5
Civil - Assist	1	2	4	3	4	2
Civil - Dispute	2	1		2		
Civil - Standby			2	2	2	2
Computer Crime	1	1			1	
Counterfeit Money / ID	1			1		
COVID - Executive Order response						22
Criminal Sexual Conduct (CSC)		1			2	2
Custody Dispute	2	1	3	2		3
Deer Permit Issued	4	5		3	1	
Disorderly Subject		1	1		1	1
Domestic Violence	6	4	5	4	2	14
Drug Activity	3		3			
Embezzlement	1					
EMS Centralize						
Family Trouble	5	1	2	5	8	1
Fight in Progress	1	1			1	
Fire - Alarm	3	5	3	4	2	2
Fire - Brush			1	1		3

Fire - Chimney			1		2	
	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20
Fire - Grass						
Fire - Other	4	6		6	3	6
Fire - Structure	3	1	1	1	2	7
Fire - Vehicle	1	1			2	
Fireworks Complaint						
Found Property	1	3	1	1		8
Fraud	14	1	6	7	9	3
Gas Drive Off	2	4	3	3	3	8
Gas Leak (Natural Gas)	2	1	2			
Harassment	5	3		4	5	4
Harassing Telephone Calls / Text		1		2	2	4
Hazardous Material Spill / Leak						
Identity Theft	1			2	1	1
Illegal Burn	3				2	1
Illegal Dumping		1				1
Illegal Fireworks						
Incorrigible Youth				1		1
Injured Animal	7	3	5	2	7	4
Intoxicated Driver - Suspected	2	2	4	2	2	1
Intoxicated Subject	1	1	1	1	4	3
Landlord / Tenant Dispute	3	1	2	2	1	
Larceny	5	4	10	4	6	7
Leaving the scene of accident	2	1		1		
Livestock in the roadway	2		1			1
Lost Property / Animal	2	2		1	1	2
Loud Party						
Marijuana Possession						
Malicious Destruction of Property	6	3	5	9	1	6
Minor in possession of tobacco		3			1	3
Minor in possession of alcohol	1					1
Misdialed 9-1-1	15	14	16	7	10	15
Missing Person	1	1		2	1	3
Motorist Assist	7	2	8	7	5	5
Neighbor Dispute	3		1		1	
Noise Complaint	1	2		2	1	
Off Road Vehicle Complaint						1
Open Door	2	1	2	2	1	1
Open Intoxicant in a Motor Vehicle						
Other / Misc	25	22	12	17	17	19
Parking Complaint	2	1		3	2	
Patient Transfer - EMS						
Peeping Tom						
Person in the Water						
Personal Injury Accident	1	5	5	4	6	3
Personal Protection Order - Entry	1	2		2	2	5
Personal Protection Order - Violation		1				1
Possession of Illegal Substance						



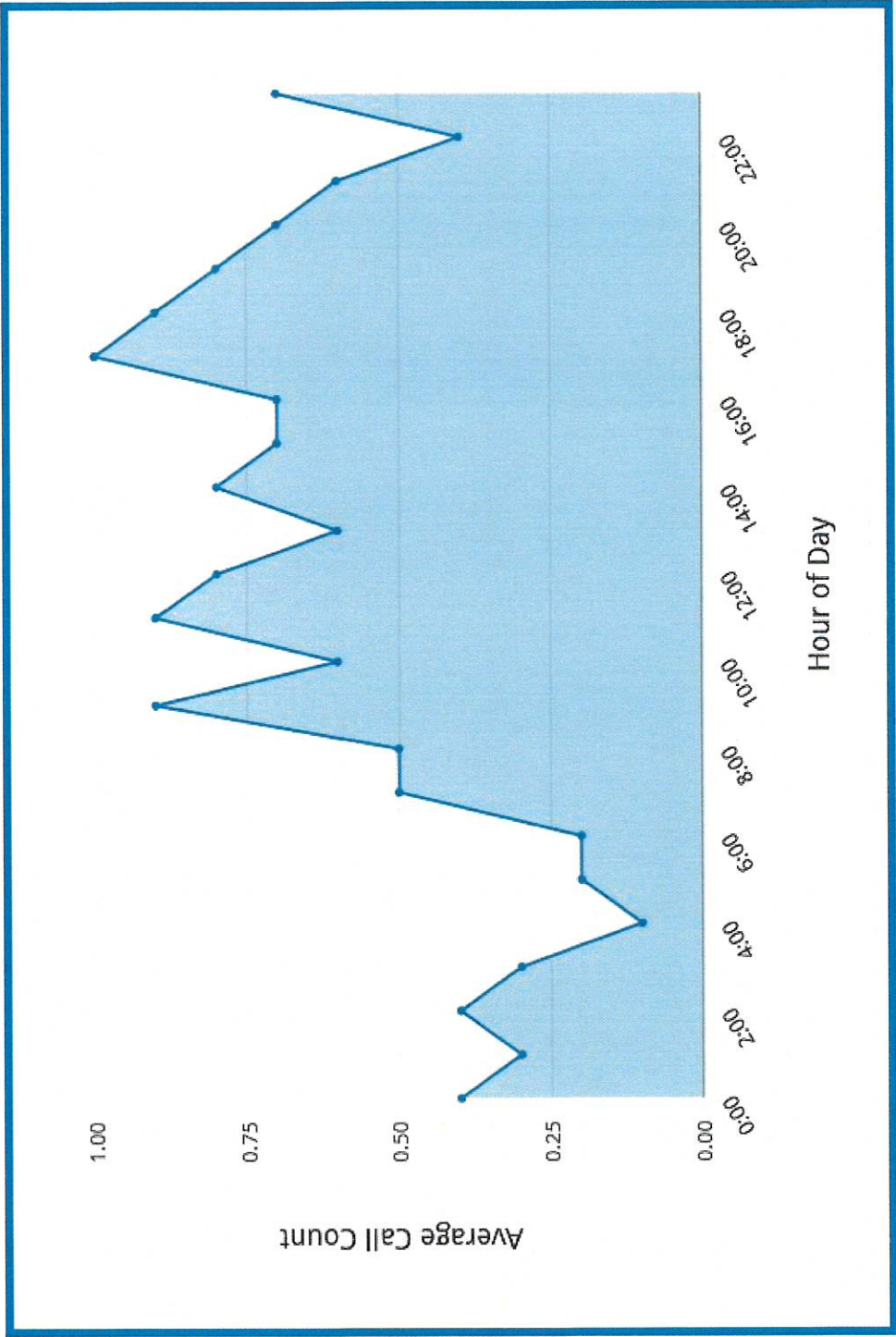
Power Line - Down, Fire, Arcing	20	3	4		1	4
	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20
Private Property Accident	3	6	4	4	4	13
Probation Violation				1		
Property Check	1	2	2	1	3	2
Property Damage Accident	14	29	18	23	17	
Property Dispute			1		2	1
Prowler			1			
Reckless Driver	22	14	23	13	16	19
Road Hazard	10	21	6	13	15	3
Robbery - Armed						
Robbery - Unarmed						
Roll Over - Personal Injury Accident	1	5	1		2	1
Roll Over - Property Damage Accident	1	6	3	4	2	1
Runaway	2	1	2			
Sex Offender Violations						
Shoplifting		1	2	1	3	3
shots fired complaint			1	1	1	
Snowmobile Complaint		1			3	
Stalking					1	1
Suicidal Subject	1	1	2	4	2	5
Suspicious Mail / Package				1		
Suspicious Person	3	6	5	2	3	4
Suspicious Telephone Call / Text					1	
Suspicious Situation	13	13	15	13	17	14
Suspicious Vehicle	8	9	8	5	3	4
Test Call	3	4	2	3	8	16
Threats	5	4	2	1	10	7
Traffic Stop	178	124	145	203	202	187
Tree Down in Road	31	8	8	5	3	10
Trespassing	4	5	1	1	1	3
Truancy	1		1	1		
Unauthorized Driving Away Automobile	1			1	1	1
Uninitiated 9-1-1 call					1	
Unknown Accident	1	4	2	1	3	2
Unwanted Person	5	5	7	2	3	3
Unwanted Telephone Calls / Texts						
Vandalism		1				
Vehicle in Ditch	3	16	4	18	13	1
Verbal Dispute	6	1		1	2	1
VIN Inspection	2			2	3	1
Warrant Attempt		1			1	
Warrant Arrest						
Warrant Entry	17	19	32	10	12	13
Warrant TIP	2					2
Water Rescue	1					
Welfare Check	22	14	18	10	26	14
<b>TOTAL</b>	<b>884</b>	<b>730</b>		<b>806</b>	<b>790</b>	<b>810</b>

<b>Disclaimer</b> - The calls for service nature type represents what the calltaker has determined best fits the type of call for service the caller requested, reported or described. Not all call for service nature types are listed. These call for service natures do not always represent how they are recorded by a public safety officer. Not all activity by a dispatcher is represented here.						
<b>Smart911</b>						
	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20
Total number of profiles as of =	768	772	781	781	784	790
9-1-1 calls to Dispatch with profile	11	2	2	4	4	5
Chat by text	12	8	19	21	14	18
Chat with response	7	1	7	11	6	5

# BENZIE COUNTY (CENTRAL DISPATCH), MI

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

3/1/2020 to 3/31/2020



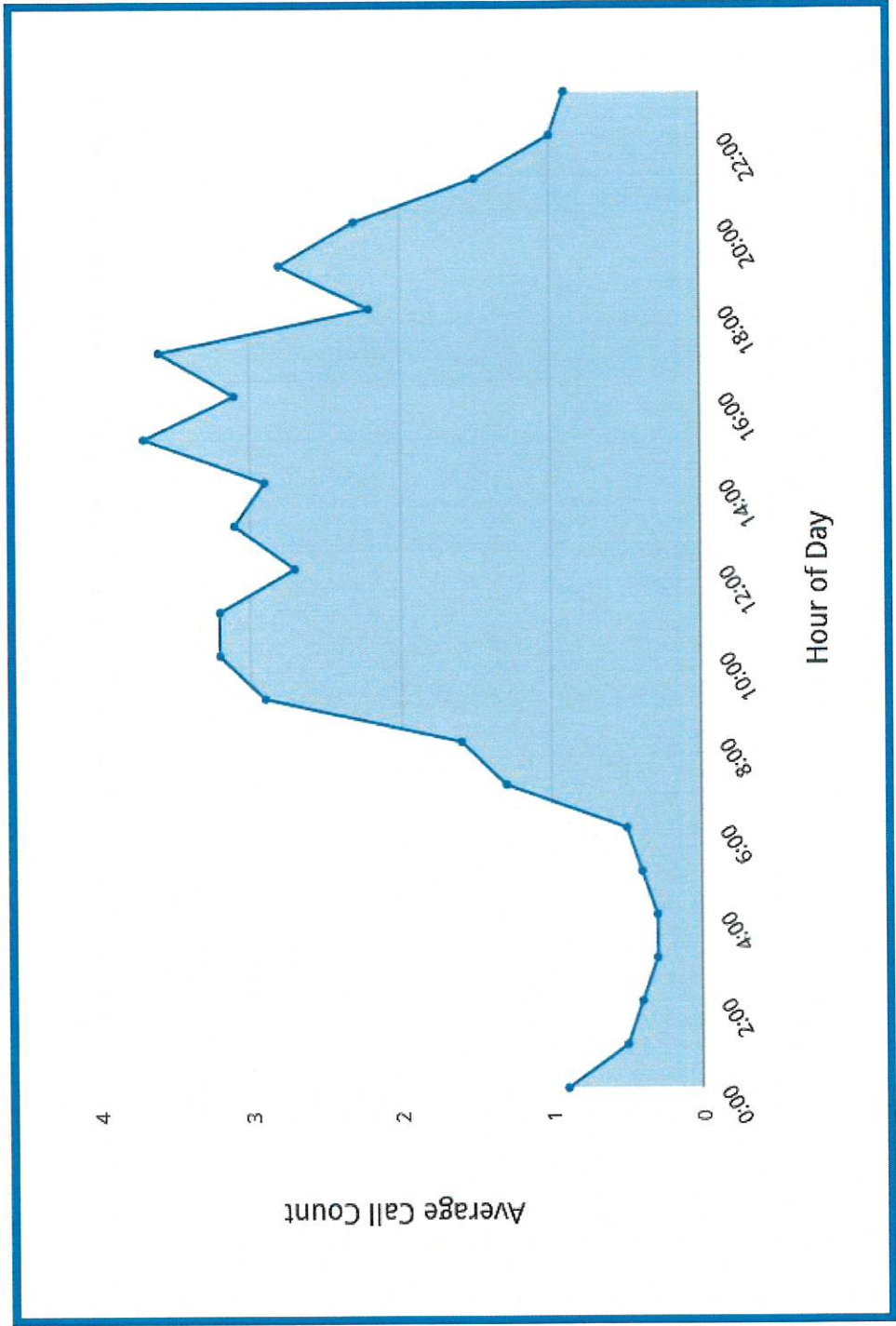
## SUMMARY

Hour	Average Call Count	Highest Call Count	Total Call Count	Percentage	Tandem Transfers	NG911 Transfers	Blind Transfers	Attended Transfers	Conference Transfers	Total Transfers
—	0.6	7	434	100.0%	22	0	0	0	0	22

# BENZIE COUNTY (CENTRAL DISPATCH), MI

Admin Inbound Calls – Calls by Hour of Day

3/1/2020 to 3/31/2020



## SUMMARY

Hour	Average Call Count	Highest Call Count	Total Call Count	Percentage	Tandem Transfers	NG911 Transfers	Blind Transfers	Attended Transfers	Conference Transfers	Total Transfers
—	1.9	14	1402	100.0%	0	0	126	10	2	138





# Benzie County Office of Emergency Management

## Emergency Management Activities

### December 2019 January 2020

Below are outlined many of the activities I have been involved in for the month of March 2020

#### 1. **Region 7 Homeland Security Planning Board Meeting**

I attended the Thursday March 5, 2020 Region 7 Homeland Security Planning Board Meeting in Grayling. Several critical infrastructure reporting topics were covered. The State of Michigan is requiring a report of critical infrastructure from each county to help diversify funding to rural communities and minimize population as a primary source of fund distribution. It is a large project that will span multiple years of data collecting.

#### 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.

The CERT annual training the last weekend in April at Camp Grayling is cancelled. They will attempt to hold multiple smaller classes to give the new members their required basic training at a later date.

CERT assisted at the Empire Snowmobile Drag Races on February 29<sup>th</sup>. Members also assisted with door security at the beginning of the Government Center COVID lock-down and have assisted in the EOC with several data entry tasks needed to keep current with changes and demands.

CERT members made 53 calls to local businesses asking for medical supplies such as face masks and gloves, to assist our local health care providers with stocking resources. 7 businesses and 2 individuals donated as a result of the phone effort.

#### 3. **EOC COVID-19 Response**

The EOC is not activated (yet) CERT members have assisted with soliciting and documenting donations of medical supplies to facilities in the County. They have assisted with resource ordering and tracking. The EOC is responsible for all state public assistance resource ordering for Medical and LTC facilities in the County. I have designated the garage at the Government Center as a resource delivery site. At this point the garage can temporarily manage as a holding a dispersing point and I can manage the contacts by being on-site.

The EOC has also worked with the Benzie Leelanau Health Department on plans should our health care system need reinforcements.

Mitch Deitch has assisted as a Public Information Officer to a small barrage of concerns from the public regarding summer residents or visitors returning to the area.

Josh Stoltz from Grow Benzie has organized Benzie Connect an ever-updating collection of Community resources. It can be accessed at <https://bit.ly/BNZMutualAid>

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DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617



**4. Local Planning Team / Local Emergency Planning Committee**

March Meetings were cancelled.

I will be organizing a call-in for April to make sure we remain connected and our Quarterly meeting requirements are maintained to the best of our ability.

**5. Benzie County Lakeshore Erosion Public Presentation**

Benzie County OEM hosted a community Informational presentation on shoreline erosion on March 12, 2020. 6-8pm at the Garden Theater in Frankfort.

Representatives from EGLE (DEQ), National Weather Service, and Michigan Sea Grant Extension and the Army Corps of Engineers presented. Benzie Leelanau Health Department, Michigan DNR Law Enforcement, Benzie Drain Commissioner, and MSP Homeland Security Division were also present to answer questions. More to come on this within the next month as a few homes north of Frankfort meet the definition of critical in regards to distance from the eroding shoreline.

**7. Upcoming Events**

Leaving this blank for now – because nothing is certain this next month. Stay safe 😊



# ACTION ITEMS

## Dawn Olney

---

**From:** Maridee Cutler  
**Sent:** Tuesday, April 7, 2020 9:09 AM  
**To:** Dawn Olney  
**Subject:** FW: COTW

Hi Dawn,

John Mead wanted to be on the agenda for the next COTW meeting....

Can you add him to the agenda?

Maridee Cutler – CHRS, SHRM-CP  
Deputy County Administrator  
Benzie County



**From:** Kim Nowak <KNowak@benzieco.net>  
**Sent:** Friday, March 6, 2020 2:25 PM  
**To:** Maridee Cutler <MCutler@benzieco.net>  
**Subject:** RE: COTW

No, ma'am....that will work ☺

Have a great weekend....I heard maybe 50 degrees on Sunday! Whoop Whoop!!

*Kimberly D. Nowak*  
*Probate Register/Court Adm.*  
*85<sup>th</sup> District Court & Benzie County Probate Court*  
*448 Court Place*  
*Beulah, MI 49617*  
*(231) 882-9675*



**From:** Maridee Cutler  
**Sent:** Friday, March 6, 2020 2:21 PM  
**To:** Kim Nowak <[KNowak@benzieco.net](mailto:KNowak@benzieco.net)>  
**Subject:** RE: COTW

Okay, I just sent out the agenda for this COTW on the 10<sup>th</sup>. Is the 24<sup>th</sup> too late?

Maridee Cutler – CHRS, SHRM-CP  
Deputy County Administrator  
Benzie County



**From:** Kim Nowak <[KNowak@benzieco.net](mailto:KNowak@benzieco.net)>  
**Sent:** Friday, March 6, 2020 2:18 PM  
**To:** Maridee Cutler <[MCutler@benzieco.net](mailto:MCutler@benzieco.net)>  
**Subject:** COTW

Hello! IT'S FRIDAY!!!

I will need to get Judge Mead on the agenda for COTW meeting. Doesn't have to be next week....can be the next one ☺  
It is regarding Court-Appointed Attorney Fees

THANK YOU!

*Kimberly D. Nowak*  
*Probate Register/Court Adm.*  
*85<sup>th</sup> District Court & Benzie County Probate Court*  
*448 Court Place*  
*Beulah, MI 49617*  
*(231) 882-9675*



9-1-1  
Police  
Fire / EMS

# *Benzie County Central Dispatch*

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



March 27, 2020

To: Benzie County Board of Commissioners  
From: Rebecca Hubers Dispatch Director.

RE: Establishing the per phone device surcharge amount for the July 2020 to June 2021 collection period

Each year the State 9-1-1 Committee requires confirmation of the Benzie County 9-1-1 surcharge assessment for the next collection period. The current 9-1-1 surcharge is \$3.00 per device. The deadline for notifying the committee is May 15<sup>th</sup>.

On March 10, 2020 a Benzie County election was held with a vote of yes 4,633 and no 1,025 in support of the surcharge being allowable up to \$3.00

Limitations were put on attendance of the March 12, 2020 Benzie County Central Dispatch Advisory Board meeting due to availability and Coronavirus concern. Future expenses listed below were not discussed in depth, but of the attendees present, there was a general consensus that the operation of Benzie County Central Dispatch is moving forward in a positive direction and keeping funding as "status quo" (currently \$3.00) will help maintain that positive momentum.

The current fund balance is listed as \$568,689.96 as of March 23, 2020. The revenue from surcharges in 2019 was approximately \$737,118.63 Cost for equipment and services continue to increase and cannot be compared to previous years. Radio and paging services are provided from these funds to other county response agencies allowing for them to allocate dollars for other valuable assets.

Preparing for the 2020-2021 budget includes but is not limited to the following expenses:

*\*\*All \$ are estimated*

- Replace four (4) mobile radios. (\$17,000)
- Replace (6) portable radios. (\$19,000.00)
- Radio Console replacements due to age (2011) (\$15,200.00)
- Replace or update the CAD system, including mapping (up to \$250,000)
- Increase staffing to meet the two dispatchers on each shift coverage. (\$50,000.00 each)
- Solution to enhance portable radio and pager coverage for the areas bordering Lake Michigan. This could be a tower (\$650,000.00), or a mini site tower (\$300,000.00)

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DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

Benzie County Sheriff's Office – Frankfort Police Department – Michigan State Police  
Benzie County EMS – Benzie County Fire EMS Departments

9-1-1  
Police  
Fire / EMS

## *Benzie County Central Dispatch*

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



5-year overview:

- 12 mobile radios and seventeen portable radios aging over ten years/rb.
- Radio replacements required for every new Sheriff's car purchase schedule.
- The computer aided dispatch system is over ten years old and is no longer being updated. Mapping is impacted, location technology/rb.
- The radio consoles (2011) do not connect directly to the MPSCS radio system and are not interoperable with any surrounding counties dispatch center. (\$600,000+) /rb
- The current telephone system replacement was last quoted in July 2018 at (\$145,000) and that is for a remote site. /rb

Radio equipment and communication clarity will always be a high priority for first responders and public safety. With limited responders in the community the one thing they should all be able to rely on is their ability to communicate for guidance and assistance. Failing to provide quality communication services is a liability that cannot be overlooked.

I am requesting the Board of Commissioners recommend the approval of maintaining the current \$3.00 surcharge for the period of five years, as written, and supported by vote in the March 10, 2020, 9-1-1 Operational Surcharge Reauthorization Proposal effective January 2021 through December 2025. With consideration to reduce the surcharge amount at the request of the Benzie County Board of Commissioners within that same time period.

I am also requesting the Board of Commissioners permit the County Clerk or County Coordinator to complete and sign the **Public Act 379 of 2008 Local 911 Collection and Remittance contact information for the July 2020 – June 2021 Collection Period** (SNC-500), indicating the collection of a \$3.00 surcharge from July 1, 2020 to June 30, 2021.

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DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

Benzie County Sheriff's Office – Frankfort Police Department – Michigan State Police  
Benzie County EMS – Benzie County Fire EMS Departments



**PUBLIC ACT 379 OF 2008 LOCAL 911 COLLECTION AND REMITTANCE CONTACT INFORMATION  
FOR THE JULY 2020-JUNE 2021 COLLECTION PERIOD**

**A. County Information**

County Name <b>Benzie County</b>	
Name of Person Completing Form <b>Rebecca Hubers</b>	
Phone Number <b>231-882-0567</b>	E-Mail Address <b>rhubers@benzieco.net</b>
Is the county collecting a local surcharge from July 1, 2020, to June 30, 2021? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If "yes" to the above question, what is the monthly amount?	<b>AMOUNT</b>
If collecting a local surcharge by ballot proposal, the ballot is valid (at a minimum) between (give dates):	Start/End Date: <b>Jan 2021 - Dec 2025</b>
Is the county interested in electronic fund transmittal of local surcharge funds? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

**B. Primary Remittance Information**

Primary Remittance Contact Name <b>Michelle Thompson</b>	
Primary Remittance Contact Address <b>448 Court Place</b>	
Phone Number (Include Area Code) <b>231-882-9672</b>	Fax Number (Include Area Code) <b>231-882-4844</b>
E-Mail Address <b>mthompson@benzieco.net</b>	

**C. Geographical Information**

Geographical Contact Name <b>Tom Longanbach</b>	
Geographical Contact Address <b>448 Court Place</b>	
Phone Number (Include Area Code) <b>231-882-0015</b>	Fax Number (Include Area Code) <b>231-882-0033</b>
E-Mail Address <b>tlonganbach@benzieco.net</b>	

**D. County 911 Director/Coordinator Information**

County 911 Director/Coordinator Contact Name <b>Rebecca Hubers</b>	
County 911 Director/Coordinator Contact Address <b>505 S. Michigan Ave</b>	
Phone Number (Include Area Code) <b>231-8820567</b>	Fax Number (Include Area Code) <b>231-882-0568</b>
E-Mail Address <b>rhubers@benzieco.net</b>	

**E. Authorization**

County Clerk or County Coordinator Printed Name	Date
County Clerk or County Coordinator Signature – If you are not able to enter an electronic signature or print the form, sign, and scan, typing your name and sending from a matching email will serve the same as a signature.	
AUTHORITY: 2008 PA 379; COMPLIANCE: Voluntary; PENALTY: No Funding	

Return to:

[mspetsc@michigan.gov](mailto:mspetsc@michigan.gov)

This form must be signed and received at the State 911 Office by  
**Friday, May 15, 2020**

This form can be accessed at [www.michigan.gov/snc](http://www.michigan.gov/snc)



**CERTIFICATE OF DETERMINATION  
FILE WITH COUNTY CLERK**

**Dawn Olney  
Benzie County Clerk  
448 Court Place  
Beulah, MI 49617**

**County of Benzie**

We, the undersigned Board of Canvassers for the County of Benzie from an examination of the Election Returns of the County of Benzie received by said Board of Canvassers determine that at the Presidential Primary Election held on March 10, 2020, that the proposal listed below was duly passed.

---

**911 OPERATING SURCHARGE  
REAUTHORIZATION PROPOSAL**

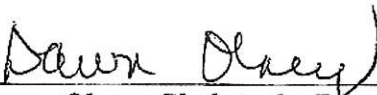
For the purpose of continuing funding for operation of 911 emergency telephone call answering and dispatch services within Benzie County, shall Benzie County be authorized to assess to each 911 service user the monthly surcharge of up to \$3.00 in the monthly billings of landline, wireless and VOIP (Voice Over Internet Protocol) service suppliers within the geographic boundaries of Benzie County for a period of five (5) years, effective from January 2021 through December, 2025?

Yes     4,633

No     1,025


In Witness Whereof, We have hereunto set our hands and affixed the Seal of the County of Benzie, Thursday, March 12, 2020.

ATTEST:

  
\_\_\_\_\_  
Dawn Olney, Clerk to the Board  
of Canvassers

  
\_\_\_\_\_  
Janice Mick, Chair

  
\_\_\_\_\_  
Pete Brown, Vice Chair

  
\_\_\_\_\_  
Laura Bancroft

\_\_\_\_\_  
Ray Nichols

## TOTAL

[illegible]

**2014-005**  
**Benzie County, Michigan**

**Resolution to increase the monthly 9-1-1 surcharge within  
Benzie County**

**Whereas**, under the Emergency 9-1-1 Service Enabling Act (P.A. 379 of 2008 as amended) the Benzie County Board of Commissioners approved the final amended 9-1-1 service plan on June 5, 2012 to benefit the citizens of Benzie County by providing a uniform and well known emergency telephone number; and

**Whereas**, the Benzie County Board of Commissioners continues to believe that 9-1-1 service will benefit the citizens of Benzie County; and

**Whereas**, the State of Michigan enacted Public Act 379 to support 9-1-1 service in Michigan; and

**Whereas**, Public Act 379 allows for the creation of a county-based 9-1-1 surcharge on all communications service providers that can access 9-1-1 and provides for the collection, disbursement, use and audit of said funds;

**Whereas**, the citizens of Benzie County during an election on August 2, 2010 approved the surcharge to be up to \$3.00 and the Board of Commissioners by resolution established the monthly rate at \$2.75 which remains in effect until changed by county resolution and/or law; and

**Whereas**, the Board of Commissioners on this date shall increase the surcharge rate up to \$3.00 as originally approved by the voters on August 2, 2010 in Benzie County.

**Now therefore be it resolved**, that pursuant to Public Act 379, the Board of Commissioners shall notify the State 9-1-1 Committee of the surcharge increase for notification to the communications service providers for collection starting in July 2014.

**Be it further resolved,** that the Benzie County Board of Commissioners hereby adopts the monthly surcharge increase.

Dated: February 4, 2014

  
Donald R. Tanner, Chairman

I, Dawn Olney, Clerk to the Benzie County Board of Commissioners, hereby do certify that the above resolution was adopted by the Benzie County Board of Commissioners on the 4<sup>th</sup> day of February, 2014.

  
Dawn Olney, Benzie County Clerk

# Committee Meeting Agenda Request Form

Date: 04/01/2020

Department: Benzie County Central Dispatch

Project Name and Scope: Benzie County Sheriff's office new radios for new patrol vehicles X2

Is this request for a budget amendment? yes

*If so, the amendment must be attached.*

Project Scope (explain reason for your project or amendment):

**The BCSO purchase of two new patrol vehicle requires the upgrade and purchase of new mobile radios / associated parts (microphones, cables, brackets, speakers etc)and license activations.**

Cost of project \$ **8210.00**

Is the project over \$3,500? yes

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

Is the bid/quote recommended the lowest received:

If not the lowest bid/quote, provide a reason for your recommendation? Grand Traverse Mobile is the approved provider for radio services to Benzie County

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? Offer of Employment / No

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

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

Finance **X**

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.*

*add amendment*

RECEIVED

APR 02 2020

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

## BUDGET AMENDMENT REQUEST

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

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

DATE: 4/1/2020

Request to Amend the 2019/20 Budget for the following:

### Account to be Increased:

Line Number	Account Name	Amount
261-325-855.00	Radio Maint/ Equip[ment	8,210.00

Total \$ 8,210.00

### Account to be Increased/Decreased:

Line Number	Account Name	Amount
261-000-691.00	Fund Balance	8,210.00

Total \$ 8,210.00

SIGNED:

Rebecca Stivers



# GRAND TRAVERSE MOBILE COMMUNICATIONS

# INVOICE

PO BOX 5717

TRAVERSE CITY, MI 49696-5717

PH. (231) 947-9851 • FAX (231) 947-9077

Date: 3/16/2020  
Due Date: 4/15/2020  
Inv. No.: 53633  
Page No.:

BENZIE COUNTY CENTRAL DISPATCH  
REBECCA HUBERS  
448 COURT PLACE ROOM 134  
BEULAH, MI 49617

REFERENCE	TERMS	YOUR #	OUR #	SALES REP
SHOP SERVICE	NET 30		79844	NCP

DESCRIPTION REFERENCE	UNIT MEASURE	QUANTITY	UNIT PRICE ITEM DISCOUNT	EXTENDED PRICE
PER REBECCA HUBERS EQUIPMENT FOR NEW SHERIFF DEPARTMENT 2020 DURANGO				
RADIO, MOBILE 700/800MHZ 1024CH RF DECK SN:X93007002230074, X93007000930194		2	2,150.00	4,300.00
RADIO, PANEL BASIC HEAD VIKING		2	180.00	360.00
CABLE, REMOTE HEAD 17'		2	72.00	144.00
MICROPHONE, MOBILE KENWOOD AND VIKING		2	53.00	106.00
KIT, REMOTE CONTROL HEAD INTERFACE		2	159.00	318.00
CABLE, DC REMOTE		2	35.00	70.00
MOUNT, BRACKET KENWOOD NX5000/TK5x30		2	14.50	29.00
KIT, REMOTE FOR KCH-19		2	200.00	400.00
SPEAKER, EXTERNAL HIGH OUTPUT HEAVY DUTY		2	61.25	122.50
MODULE, HORN ALERT/PA		2	64.00	128.00
OPTION, RADIO FOR BLUETOOTH ACTIVATION		2	100.00	200.00
OPTION, RADIO RECORD REPLAY		2	100.00	200.00
WARRANTY, 2 YEAR EXTENDED FOR VIKING/TK-5XX0		2	95.00	190.00
SUBTOTAL				6,567.50
MI DEAL PRICE			-20.00%	-1,313.50
FEE, MPSCS ACTIVATION FOR SINGLE RADIO		2	250.00	500.00
TRANSCEIVER PROGRAM/ALIGN/TEST		2	50.00	100.00
GATEWAY, MP70DC LTE / WIFI SN:N60043026502B139 357715091099731 SN:N60042006302B139 357715091009078		2	899.00	1,798.00

Radio Maint/equipment : 261-325-855.00

SUB TOTAL	
TAX	
TOTAL	
NET TO PAY	

# GRAND TRAVERSE MOBILE COMMUNICATIONS

## INVOICE

PO BOX 5717  
TRAVERSE CITY, MI 49696-5717  
PH. (231) 947-9851 • FAX (231) 947-9077

Date: 3/16/2020  
Due Date: 4/15/2020  
Inv. No.: 53633  
Page No.:

BENZIE COUNTY CENTRAL DISPATCH  
REBECCA HUBERS  
448 COURT PLACE ROOM 134  
BEULAH, MI 49617

REFERENCE	TERMS	YOUR #	OUR #	SALES REP
SHOP SERVICE	NET 30		79844	NCP

DESCRIPTION	UNIT MEASURE	QUANTITY	UNIT PRICE	EXTENDED PRICE
REFERENCE			ITEM DISCOUNT	
ANTENNA, 6-1 SHARK FIN SIERRA WIRELESS		2	279.00	558.00

SUB TOTAL	\$8,210.00
TAX TOTAL	\$0.00
TOTAL	\$8,210.00
NET TO PAY	\$8,210.00

# Committee Meeting Agenda Request Form

Date: 04/01/2020

Department: Benzie County Central Dispatch

Project Name and Scope: Benzie County Sheriff's Office radio template/firmware updates

Is this request for a budget amendment? Yes

*If so, the amendment must be attached.*

Project Scope (explain reason for your project or amendment):

**All of the Sheri's Office radios have been re-templated with the mandatory state emergency channels and firmware updates**

Cost of project \$ **2231.25**

Is the project over \$3,500? No

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

Is the bid/quote recommended the lowest received:

If not the lowest bid/quote, provide a reason for your recommendation? Grand Traverse Mobile is the approved provider for radio services to Benzie County

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? Offer of Employment / No

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

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

Finance X

B & G

Technology

HR

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

RECEIVED

APR 02 2020

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617



## BUDGET AMENDMENT REQUEST

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

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

DATE: 4/1/2020

Request to Amend the 2019/20 Budget for the following:

### Account to be Increased:

Line Number	Account Name	Amount
261-325-855.00	Radio Maint/ Equip[ment	2,231.25

Total \$ 2,231.25

### Account to be Increased/Decreased:

Line Number	Account Name	Amount
261-000-691.00	Fund Balance	2,231.25

Total \$ 2,231.25

SIGNED:

Rebecca Hubert

# GRAND TRAVERSE MOBILE COMMUNICATIONS

# INVOICE

PO BOX 5717  
TRAVERSE CITY, MI 49696-5717  
PH. (231) 947-9851 • FAX (231) 947-9077

Date: 3/26/2020  
Due Date: 4/25/2020  
Inv. No.: 53608  
Page No.:

BENZIE COUNTY CENTRAL DISPATCH  
REBECCA HUBERS  
448 COURT PLACE ROOM 134  
BEULAH, MI 49617

REFERENCE	TERMS	YOUR #	OUR #	SALES REP
	NET 30		19669	NCP

DESCRIPTION	UNIT MEASURE	QUANTITY	UNIT PRICE	EXTENDED PRICE
REFERENCE			ITEM DISCOUNT	

PER REBECCA  
SHERIFF DEPARTMENT  
RETEMPLATE AND FIRMWARE UPDATE  
TECHNICAL SERVICES (9926.25)

1	2,231.25	2,231.25
---	----------	----------

*Radio Maint/ equipment 261-325-855.00*

SUB TOTAL	\$2,231.25
TAX	\$0.00
TOTAL	\$2,231.25
NET TO PAY	\$2,231.25

# Committee Meeting Agenda Request Form

Date: 04/01/2020

Department: Benzie County Central Dispatch

Project Name and Scope: Replacement of base radios

Is this request for a budget amendment? No

*If so, the amendment must be attached.*

Project Scope (explain reason for your project or amendment):

**Upon Ron Berns' departure he made arrangements with GT Mobile to upgrade the three base station radios supporting Central Dispatch as they were in need of new templates and firmware. The work was completed in March.**

Cost of project \$ **8941.20**

Is the project over \$3,500? yes

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

Is the bid/quote recommended the lowest received:

If not the lowest bid/quote, provide a reason for your recommendation? Grand Traverse Mobile is the approved provider for radio services to Benzie County

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? Offer of Employment / No

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

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

Finance **X**

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.*

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APR 02 2020

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617



# GRAND TRAVERSE MOBILE COMMUNICATIONS

## INVOICE

PO BOX 5717

TRAVERSE CITY, MI 49696-5717

PH. (231) 947-9851 • FAX (231) 947-9077

Date:

3/10/2020

Inv. No.:

52415

Due Date:

4/9/2020

Page No.:

BENZIE COUNTY CENTRAL DISPATCH  
REBECCA HUBERS  
448 COURT PLACE ROOM 134  
BEULAH, MI 49617

REFERENCE

TERMS

YOUR #

OUR #

SALES REP

ON SITE SERVICE

NET 30

38352

NCP

DESCRIPTION	UNIT MEASURE	QUANTITY	UNIT PRICE	EXTENDED PRICE
REFERENCE			ITEM DISCOUNT	
SWAP FLEX 1, 2 & 3 BASES WITH CURRENT RADIO MODEL				
UPDATE ALL TELEX HARDWARE TO NEWEST FIRMWARE				
TEST AND SET ALL TX AND RX LEVELS				
RADIO, MOBILE 700/800MHZ 1024CH RF DECK		3	2,150.00	6,450.00
SN:X93005924830108, X93005924830135, X93005924830134				
RADIO, PANEL BASIC HEAD VIKING		3	180.00	540.00
CABLE, DC DASH NX5000/TK5X30		3	31.50	94.50
MOUNT, BRACKET KENWOOD NX5000/TK5x30		3	14.00	42.00
WARRANTY, 2 YEAR EXTENDED FOR VIKING/TK-5XX0		3	95.00	285.00
OPTION, 3RD PARTY INTERFACE		3	150.00	450.00
SUBTOTAL				7,861.50
20% MI DEAL DISCOUNT			-20.00%	-1,572.30
CONNECTOR, DB25 SHIELDED PLASTIC HOOD		3	7.00	21.00
CONNECTOR, DB25 PLUG		3	7.00	21.00
FEE, MPSCS ACTIVATION FOR SINGLE RADIO		3	250.00	750.00
TRANSCIVER PROGRAM/ALIGN/TEST		3	25.00	75.00
TECHNICAL SERVICES		21	85.00	1,785.00

*Equipment Repair*

*261-385-930.00*

SUB TOTAL	\$8,941.20
TAX	\$0.00
TOTAL	\$8,941.20
NET TO PAY	\$8,941.20

Memo To: Board of Commissioners  
From: Maridee Cutler, Deputy County Administrator  
Date: April 7, 2020  
Re: Plan, Prepare and Respond Guidelines

---

Enclosed in this packet are a set of guidelines to plan, prepare and respond to the Coronavirus (COVID-19) to be adopted by this board.

The interim guidance is needed to guide employees and the employer in prevention in the workplace to slow the spread of the COVID-19 virus.

Deputy County Administrator  
Maridee Cutler

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APR 08 2020

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

Benzie County Policy Guidelines for COVID-19  
Plan, Prepare and Respond  
Final: April 7, 2020

In order to prepare Benzie County for the Coronavirus Disease 2019, an interim guidance policy is needed to guide employees and the employer to plan, prepare and respond should the County encounter an employee who has been diagnosed.

The following interim guidance may help prevent workplace exposure.

The Benzie-Leelanau District Health Department has prepared three documents as guidelines that the Benzie County Board of Commissions may adopt in prevention in the workplace to slow the spread of the COVID-19 virus:

- COVID-19 Business Guidelines for essential service businesses (attached)
- I think I have been exposed to COVID-19, what should I do (attached)
- Cleaning & Disinfection guidelines after suspected or confirmed COVID-19 exposure (attached)
- Coronavirus Disease (COVID-19) Workplace Health Screening (attached)
- Coronavirus Disease (COVID-19) Workplace Health Screening spreadsheet (attached)
- Emergency Order (2020-1) for control of epidemic/pandemic (attached)

**We must also continue to educate employees about how they can reduce the spread of COVID-19:**

- Wash your hands often with soap and water for at least 20 seconds. Use hand sanitizer with at least 60% alcohol if soap and water are not available.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow. Throw used tissues in the trash and immediately wash hands with soap and water for at least 20 seconds. If soap and water are not available, use hand sanitizer containing at least 60% alcohol.
- Clean AND disinfect frequently touched objects and surfaces such as workstations, keyboards, telephones, handrails, and doorknobs. Dirty surfaces can be cleaned with soap and water prior to disinfection. To disinfect, use products that meet EPA's criteria for use against SARS-CoV-2, the cause of COVID-19, and are appropriate for the surface.
- Avoid using other employees' phones, desks, offices, or other work tools and equipment, when possible. If necessary, clean and disinfect them before and after use.
- Practice social distancing by avoiding large gatherings and maintaining distance (approximately 6 feet or 2 meters) from others when possible.

It is important to remember that the guidance be used in a manner that prevents stigma and discrimination in the workplace, use only the guidance described below to determine risk of COVID-19 infection. Do not make determinations of risk based on race or country of origin and be sure to maintain confidentiality of people with confirmed coronavirus infection.

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APR 08 2020

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617



In addition to the adoption of the above guidelines, Benzie County may also adopt a plan to reduce transmission among employees to include the following:

**Actively encourage sick employees to stay home:**

- Employees who have symptoms (i.e., fever, cough, or shortness of breath) should notify their department head or elected official and stay home.
- Sick employees should follow the “I think I have been exposed to COVID-19, what should I do?” guidelines. Employees should not return to work until released from isolation by your health care provider or the health department.

<https://www.cdc.gov/coronavirus/2019-ncov/hcp/disposition-in-home-patients.html>

- Employees who are well but who have a sick family member at home with COVID-19 should notify their department head or elected official and follow the CDC recommended precautions at the web link below.

<https://www.cdc.gov/coronavirus/2019-ncov/hcp/guidance-prevent-spread.html#precautions>

**Separate sick employees:**

- Employees who appear to have symptoms (i.e., fever, cough, or shortness of breath) upon arrival at work or who become sick during the day should immediately be separated from other employees and sent home.
- If an employee is confirmed to have COVID-19 infection, employers should inform fellow employees of their possible exposure to COVID-19 in the workplace but maintain confidentiality as required by the Americans with Disabilities Act (ADA). The fellow employees should then self-monitor for symptoms (i.e., fever, cough, or shortness of breath).

**Family First Coronavirus Response Act:**

The US Department of labor has prepared a temporary rule for paid leave under the Families First Coronavirus Response Act (effective April 1, 2020 through December 31, 2020) that the Benzie County Board of Commissions will follow to guide employees, which are not exempted by the County or by law from coverage under the FFCRA in respect to how they will be paid for any qualifying COVID-19 related leave.

- Family First Coronavirus Response Act: Employer paid leave requirements (attached)
- Family First Coronavirus Response Act: Employee paid leave requirements (attached)
- Emergency FMLA Form (attached)
- Emergency SLR Form (attached)

**Alternatively**

Benzie County's short-term disability insurance will become active for the following reason:

- Only if the employee has been diagnosed with COVID-19

*Disability claims will continue to be adjudicated on an individual, claim by claim, basis as they are today. To receive a disability benefit, the claimant would need to meet the definition of disability per their certificate of coverage. Quarantine, in and of itself, would not necessarily result in a disability claim approval."*



# COVID-19 BUSINESS GUIDELINES for essential service businesses



PER BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT EMERGENCY ORDER 2020-1 FOR BENZIE & LEELANAU COUNTIES EFFECTIVE APRIL 6, 2020 AT 12:00PM AND SHALL BE EFFECTIVE UNTIL APRIL 13, 2020 AT 11:59PM.

Businesses and operations remaining open under EO 2020-21 must only be conducting operations that require employees to leave their homes or places of residence for functions that are necessary to sustain or protect life or to conduct minimum basic operations as defined by EO 2020-21 and must take the following actions:

## REQUIREMENTS

---

### **1. Develop and implement a daily screening program for all workers who do not work from their residence.**

Ask all staff these questions when they report to work for each shift:

- a. Are you experiencing the following symptoms: fever, cough, shortness of breath, sore throat, or vomiting/diarrhea?
- b. Have you had close contact in the last 14 days with an individual diagnosed with COVID-19?
- c. Have you engaged in any activity or travel within the last 14 days which fails to comply with the *Stay Home, Stay Safe* Executive Order 2020-21 (COVID-19)?
- d. Have you been directed or told by the local health department or your healthcare provider to self-isolate or self-quarantine?

**If an employee answers “yes” to any of the screening questions, send the employee home immediately. The employee should self-isolate/self-quarantine at home for:**

- If symptoms are present, a minimum of 7 days since symptoms first appear AND 3 days with no fever.
- 14 days if close contact of a diagnosed case of COVID-19
- 14 days following any activity or travel as described in (c) above

#### **Screening Notes:**

Employers are required to maintain written or digital documentation of the results for each worker who is subject to the daily screening program. All written or digital documentation, which is required by this Emergency Order, shall be made available to the local health department or its authorized representative upon request.

Items to consider: Stagger shift starting times so employees do not arrive at the same time. Have one person asking staff these questions directly. Or, staff could do a “self-check-in” by entering their information on a computer, tablet, or sheet of paper. Be sure to instruct employees on properly disinfecting equipment or writing utensils. Provide alcohol-based hand sanitizer at the screening station, if possible.

If a touchless/contactless thermometer is available, a temperature check is strongly recommended at the worksite. However, in the presence of a shortage of thermometers, employees may self-report temperature. A fever is considered a temperature of 100.4°F or above.

2. Develop and implement a plan to manage and control social/physical distancing (at least 6 ft spacing) for workers alongside one another and customers waiting in lines within or outside the business.
3. Limit capacity inside facilities to provide for social distancing of customers and between customers and workers including, but not limited to, visual markings and signage, entrance limits, and specialized hours.
4. Post the Benzie-Leelanau District Health Department's EMERGENCY ORDER 2020-1 FOR CONTROL OF EPIDEMIC/PANDEMIC and maintain the posting of the Emergency Order at each entrance to the facility and additionally document distribution of this Emergency Order to all critical infrastructure workers.

## MESSAGES YOU CAN USE TO PREVENT THE SPREAD OF VIRUSES AND STAY HEALTHY ---

Practice these healthy habits to prevent the spread of viruses:

- Wash your hands with soap and warm water for 20 seconds. If unavailable, use an alcohol-based hand sanitizer with at least 60% alcohol.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Cover your nose and mouth with a tissue when you cough or sneeze, or cough/sneeze in your upper sleeve.
- Immediately throw away used tissues in the trash, then wash hands. Clean and disinfect frequently touched surfaces, such as doorknobs, handles, light switches, tables, toilets, faucets, sinks and cell phones.
- Avoid touching common surfaces in public places -- elevator buttons, door handles, handrails, etc. Use elbows or knuckles to push buttons/door handles when you do not have a tissue or sleeve to cover your hand/finger.
- Make sure others in your household, or anyone you are regularly in close contact with, follow these precautions.

*For more information, visit the CDC's Resources for Businesses and Employers (<https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/businesses-employers.html>).*

*For questions, utilize the Public Health Information Line at 1-231-882-2197*



# I think I have been exposed to COVID-19, what should I do?

## Close Contacts

I live with or am caring for someone with COVID-19

Someone that has COVID-19 coughed or sneezed on me

I think my coworker has COVID-19

I think someone I know has COVID-19

You should self quarantine and monitor yourself for symptoms. The local health department may ask you to do so.\*

You do not need to self quarantine, but it is a good idea to be vigilant and monitor yourself for symptoms.

Have you developed symptoms of respiratory illness such as fever, cough, or shortness of breath?

YES

NO

Are you having severe symptoms like difficulty breathing, persistent pain or pressure in the chest, new confusion or inability to arouse or bluish lips or face?

YES

NO

Seek immediate medical attention.

Contact your health care provider to discuss your symptoms.

Continue to monitor yourself for symptoms.

### HOW DO I MONITOR MYSELF?

Pay attention for COVID-19 symptoms:

- Fever
- Cough
- Shortness of Breath

If you are concerned about your health, contact your health care provider.

If your doctor decides you should be tested for COVID-19, your health care provider can order testing for you.

Health care provider takes a sample

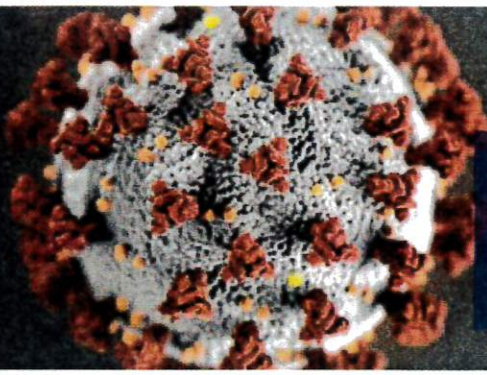
Sample is sent to a laboratory for testing

Laboratory sends result to health care provider

Health care provider informs patient of result. The state health department will not provide results.

\* Quarantine process for general public, does not specifically apply to health care workers.





## CLEANING & DISINFECTION For Facilities After Suspected or Confirmed COVID-19 Exposure

[Michigan.gov/Coronavirus](https://Michigan.gov/Coronavirus)

### Timing and location of cleaning and disinfection of surfaces.

At a school, daycare center, office, or other facility that **does not house people overnight**:

It is recommended to close off areas used by the ill persons and wait as long as practical before beginning cleaning and disinfection to minimize potential for exposure to respiratory droplets. Open outside doors and windows to increase air circulation in the area. If possible, wait up to 24 hours before beginning cleaning and disinfection.

### How to clean and disinfect.

#### **Surfaces**

If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.

For disinfection, diluted household bleach solutions, alcohol solutions with at least 70% alcohol, and most common EPA-registered household disinfectants should be effective.

- Diluted household bleach solutions can be used if appropriate for the surface. Follow manufacturer's instructions for application and proper ventilation.
- Check to ensure the product is not past its expiration date. Never mix household bleach with ammonia or any other cleanser.

- Unexpired household bleach will be effective against coronaviruses when properly diluted.

Prepare a bleach solution by mixing:

- Five tablespoons (1/3 cup) bleach per gallon of water, or
- Four teaspoons bleach per quart of water.

Products with EPA-approved emerging viral pathogens claims are expected to be effective against COVID-19 based on data for harder to kill viruses. Follow the manufacturer's instructions for all cleaning and disinfection products (e.g., concentration, application method and contact time, etc.).

#### **Soft Surfaces**

For soft (porous) surfaces such as carpeted floor, rugs, and drapes, remove visible contamination if present and clean with appropriate cleaners indicated for use on these surfaces. After cleaning:

- If the items can be laundered, launder items in accordance with the manufacturer's instructions using the warmest appropriate water setting for the items and then dry items completely. Otherwise, use products with the EPA-approved emerging viral pathogens claims that are suitable for porous surfaces.



### **Linens, Clothing, and Other Items That Go in the Laundry**

- Do not shake dirty laundry; this minimizes the possibility of dispersing virus through the air.
- Wash items as appropriate in accordance with the manufacturer's instructions. If possible, launder items using the warmest appropriate water setting for the items and dry items completely. Dirty laundry that has been in contact with an ill person can be washed with other people's items.
- Clean and disinfect hampers or other carts for transporting laundry according to guidance above for hard or soft surfaces.

### **Personal protective equipment (PPE) and hand hygiene considerations.**

#### **Cleaning staff should wear disposable gloves and gowns for all tasks in the cleaning process, including handling trash.**

- Gloves and gowns should be compatible with the disinfectant products being used.
- Additional PPE might be required based on the cleaning/disinfectant products being used and whether there is a risk of splash.
- Gloves and gowns should be removed carefully to avoid contamination of the wearer and the surrounding area. Be sure to clean hands after removing gloves.
- Gloves should be removed after cleaning a room or area occupied by ill persons. Clean hands immediately after gloves are removed.
- Cleaning staff should immediately report breaches in PPE (e.g., tear in gloves) or any potential exposures to their supervisor.

### **Cleaning staff and others should clean hands often.**

Clean hands often including immediately after removing gloves and after contact with an ill person, by washing hands with soap and warm water for 20 seconds. If soap and warm water are not available and hands are not visibly dirty, an alcohol-based hand sanitizer that contains at least 60% alcohol may be used. However, if hands are visibly dirty, always wash hands with soap and warm water.

Follow normal preventive actions while at work and home, including cleaning hands and avoiding touching eyes, nose, or mouth. Additional key times to clean hands include:

- After blowing one's nose, coughing, or sneezing
- After using the restroom
- Before eating or preparing food
- After contact with animals or pets
- Before and after providing routine care for another person who needs assistance (e.g., a child)



## **Coronavirus Disease (COVID-19 Workplace Health Screening)**

---

Company Name: \_\_\_\_\_

Employee Name: \_\_\_\_\_

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

Time In: \_\_\_\_\_

In the past 24 hours, have you experienced:

Subjective fever (felt feverish): ☐ Yes ☐ No

New or worsening cough: ☐ Yes ☐ No

Shortness of breath: ☐ Yes ☐ No

Sore throat: ☐ Yes ☐ No

Vomiting/Diarrhea: ☐ Yes ☐ No

Current temperature: \_\_\_\_\_

If you answer "yes" to any of the symptoms listed above, or your temperature is 100.4°F or higher, please do not go into work. Self-isolate at home and contact your primary care physician's office for direction.

- You should isolate at home for minimum of 7 days since symptoms first appear.
- You must also have 3 days without fevers and improvement in respiratory symptoms

Have you had close contact in the last 14 days with an individual diagnosed with COVID-19?

☐ Yes ☐ No

Have you engaged in any activity or travel within the last 14 days which fails to comply with the *Stay Home, Stay Safe* Executive Order?

☐ Yes ☐ No

Have you been directed or told by the local health department or your healthcare provider to self-isolate or self-quarantine?

☐ Yes ☐ No

If you answer "yes" to either of these questions, please do not go into work. Self-quarantine at home for 14 days.

## Coronavirus Disease (COVID-19) Workplace Health Screening

Company Name: \_\_\_\_\_ Date: \_\_\_\_\_

[illegible]



Benzie County Office  
6051 Frankfort Hwy, Ste 100  
Benzonia, MI 49616  
Phone: 231-882-4409  
Fax: 231-882-0143

Leelanau County Office  
7401 E Duck Lake Rd, Ste 100  
Lake Leelanau, MI 49653  
Phone: 231-256-0200  
Fax: 231-882-0143

[www.bldhd.org](http://www.bldhd.org)

**Lisa Peacock, Health Officer**  
1-231-882-2197

**EMERGENCY ORDER (2020-1) FOR CONTROL OF EPIDEMIC/PANDEMIC**  
**Required screening and social distancing measures at open businesses and operations subject to**  
**the Governor's Executive Order 2020-21**

This Emergency Order is made pursuant to Section 2453 of the Public Health Code, being MCL 333.2453.

Matters concerning the public health of the residents of Benzie and Leelanau Counties have been brought to the attention of the Benzie-Leelanau District Health Department Local Health Officer. The Local Health Officer has determined that controls are necessary to reduce transmission of COVID-19 to protect the public's health of Benzie and Leelanau Counties based on the following facts:

1. A State of Emergency was declared March 10, 2020 with an Executive Order expanding the emergency declaration and declaring a State of Disaster on April 1, 2020 by Governor Whitmer and Michigan is under threat of a pandemic virus that has reached epidemic status in Michigan.
2. On April 2, 2020, an Emergency Order regarding the Governor's Executive Orders was issued by Michigan Department of Health and Human Services Director, Robert Gordon, which declared COVID-19 an epidemic in the State of Michigan.
3. All Emergency Orders (also called "Executive Orders") of the Governor related to the Coronavirus and the Emergency Order of the MDHHS Director are incorporated herein by reference.
4. COVID-19 and its effects have been detected within the jurisdiction and the surrounding area of the **Benzie-Leelanau District Health Department**.
5. Coronavirus, which causes COVID-19, is a communicable disease and can be transmitted from person to person.
6. The Coronavirus transmission is possible even though the infected person has no symptoms and is unaware of the infection.
7. In order to control and limit the spread of this communicable disease, it is necessary to prevent infected people from coming into contact with uninfected people. It is also imperative that critical infrastructure workers (hereafter, call "worker" or "workers") be protected.
8. Although healthcare workers and their employers are exempt from compliance with Part 1, Section b., Item ii in this Emergency Order, it is recommended that these parties reference the guidance issued in the memorandum dated March 20, 2020 as well as any subsequent guidance from Dr. Joneigh Khaldun, Chief Medical Executive of the Michigan Department of Health and Human Services.

**It is hereby ordered** that businesses and operations remaining open under EO 2020-21 **must** only be conducting operations that require employees to leave their homes or places of residence for functions that are necessary to sustain or protect life or to conduct minimum basic operations as defined by EO 2020-21 and **must** take the following actions:

- 1) Develop and implement a daily screening program for all workers, who do not work from their residence.
  - a) Screening criteria must include asking the worker the following questions and taking the following actions:
    - i) Determine whether the worker is experiencing the following symptoms: fever, cough, shortness of breath, sore throat, diarrhea. When a touchless thermometer is available, a temperature check is strongly recommended in lieu of verbal confirmation. However, in the presence of a shortage of thermometers, employees may self-report temperature.
    - ii) Determine whether the worker has had any close contact in the last 14 days with someone with a diagnosis of COVID-19. "Close contact" means someone identified as "close contact" by the local health department, a household member, or someone within 6 feet for 10 minutes or longer.
    - iii) Determine whether the worker has engaged in any activity or travel within the last 14 days which fails to comply with Executive Order 2020-21 (COVID-19).
    - iv) Determine whether the worker has been directed or told by the local health department or their healthcare provider to self-isolate or self-quarantine.
  - b) A "yes" to any of the screening questions above requires the worker, who is not working from their residence, to be excluded from work:
    - i) 3 days with no fever and 7 days since onset of first symptom.
    - ii) 14 days if close contact of a diagnosed case of COVID-19 as described in 1(a)(ii).
    - iii) 14 days following any activity or travel as described in 1(a)(iii).
  - c) The business and operations remaining open under EO 2020-21 shall maintain written or digital documentation of the results for each worker, who is subject to the daily screening program that is described above. All written or digital documentation, which is required by this Emergency Order, shall be made available to the local health department or its authorized representative upon request.
  - d) Exemptions:
    - i) First responders, healthcare workers, law enforcement, EMS, health-related transportation workers and other essential healthcare workers are exempt from Part 1, Section b., Item ii.
    - ii) Nothing in this order shall limit the operations of first responders, healthcare workers, law enforcement, EMS, health-related transportation workers and other entities that are involved in the mitigation of risk during this pandemic.
- 2) Develop and implement a plan to manage and control social/physical distancing (at least 6 ft spacing) for workers alongside one another and customers waiting in lines within or outside the business.

- 3) Limit capacity inside facilities to provide for social distancing of customers and between customers and workers including but not limited to visual markings and signage, entrance limits, and specialized hours.
- 4) Post this Emergency Order and maintain the posting of this Emergency Order at each entrance to the facility and additionally document distribution of this Emergency Order to all critical infrastructure workers.
- 5) This Emergency Order shall be enforced as provided by law and violations of this Emergency Order shall be subject to any penalty as provided by law, including, but not limited to misdemeanor penalties as provided in MCL 333.2443.

This Emergency Order shall become effective on **April 6 at 12:00 pm (noon)** and shall be effective until **April 13, 2020 at 11:59 pm.**



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Lisa Peacock, Local Health Officer  
Benzie-Leelanau District Health Department  
Benzie and Leelanau Counties, Michigan

04/05/2020

---

Date





# FAMILIES FIRST CORONAVIRUS RESPONSE ACT: EMPLOYER PAID LEAVE REQUIREMENTS

The **Families First Coronavirus Response Act (FFCRA or Act)** requires certain employers to provide their employees with paid sick leave or expanded family and medical leave for specified reasons related to COVID-19. [1] The Department of Labor's (Department) Wage and Hour Division (WHD) administers and enforces the new law's paid leave requirements. These provisions will apply from the effective date through December 31, 2020.

Generally, the Act provides that covered employers must provide to **all employees**: [2]

- *Two weeks (up to 80 hours) of **paid sick leave** at the employee's regular rate of pay* where the employee is unable to work because the employee is quarantined (pursuant to Federal, State, or local government order or advice of a health care provider), and/or experiencing COVID-19 symptoms and seeking a medical diagnosis; or
- *Two weeks (up to 80 hours) of **paid sick leave** at two-thirds the employee's regular rate of pay* because the employee is unable to work because of a bona fide need to care for an individual subject to quarantine (pursuant to Federal, State, or local government order or advice of a health care provider), or care for a child (under 18 years of age) whose school or child care provider is closed or unavailable for reasons related to COVID-19, and/or the employee is experiencing a substantially similar condition as specified by the Secretary of Health and Human Services, in consultation with the Secretaries of the Treasury and Labor.

A covered employer must provide to **employees that it has employed for at least 30 days**: [3]

- Up to an additional 10 weeks of paid expanded family and medical leave at two-thirds the employee's regular rate of pay where an employee is unable to work due to a bona fide need for leave to care for a child whose school or child care provider is closed or unavailable for reasons related to COVID-19.

**Covered Employers:** The paid sick leave and expanded family and medical leave provisions of the FFCRA apply to certain public employers, and private employers with fewer than 500 employees. [4] Most employees of the federal government are covered by Title II of the Family and Medical Leave Act, which was not amended by this Act, and are therefore not covered by the expanded family and medical leave provisions of the FFCRA. However, federal employees covered by Title II of the Family and Medical Leave Act are covered by the paid sick leave provision.

Small businesses with fewer than 50 employees may qualify for exemption from the requirement to provide leave due to school closings or child care unavailability if the leave requirements would jeopardize the viability of the business as a going concern.

## ► Qualifying Reasons for Leave

Under the FFCRA, an employee qualifies for paid sick time if the employee is unable to work (**or unable to telework**) due to a need for leave because the employee:

1. is subject to a Federal, State, or local quarantine or isolation order related to COVID-19;
2. has been advised by a health care provider to self-quarantine related to COVID-19;
3. is experiencing COVID-19 symptoms and is seeking a medical diagnosis;
4. is caring for an individual subject to an order described in (1) or self-quarantine as described in (2);
5. is caring for a child whose school or place of care is closed (or child care provider is unavailable) for reasons related to COVID-19; or
6. is experiencing any other substantially-similar condition specified by the Secretary of Health and Human Services, in consultation with the Secretaries of Labor and Treasury.

Under the FFCRA, an employee qualifies for expanded family leave if the employee is caring for a child whose school or place of care is closed (or child care provider is unavailable) for reasons related to COVID-19.

[1] Wage and Hour Division does not administer this aspect of the law, but notes that every dollar of required paid leave (plus the cost of the employer's health insurance premiums during leave) will be 100% covered by a dollar-for-dollar refundable tax credit available to the employer. For more information, please see the Department of the Treasury's website.

[2] Employers of Health Care Providers or Emergency Responders may elect to exclude such employees from eligibility for the leave provided under the Act.

[3] Employers of Health Care Providers or Emergency Responders may elect to exclude such employees from eligibility for the leave provided under the Act.

[4] Certain provisions may not apply to certain employers with fewer than 50 employees. See Department FFCRA regulations (expected April 2020).



## ► Duration of Leave

**For reasons (1)-(4) and (6):** A full-time employee is eligible for up to 80 hours of leave, and a part-time employee is eligible for the number of hours of leave that the employee works on average over a two-week period.

**For reason (5):** A full-time employee is eligible for up to 12 weeks of leave at 40 hours a week, and a part-time employee is eligible for leave for the number of hours that the employee is normally scheduled to work over that period.

## ► Calculation of Pay [5]

**For leave reasons (1), (2), or (3):** employees taking leave shall be paid at either their regular rate or the applicable minimum wage, whichever is higher, up to \$511 per day and \$5,110 in the aggregate (over a 2-week period).

**For leave reasons (4) or (6):** employees taking leave shall be paid at  $\frac{2}{3}$  their regular rate or  $\frac{2}{3}$  the applicable minimum wage, whichever is higher, up to \$200 per day and \$2,000 in the aggregate (over a 2-week period).

**For leave reason (5):** employees taking leave shall be paid at  $\frac{2}{3}$  their regular rate or  $\frac{2}{3}$  the applicable minimum wage, whichever is higher, up to \$200 per day and \$12,000 in the aggregate (over a 12-week period—two weeks of paid sick leave followed by up to 10 weeks of paid expanded family and medical leave). [6]

**Tax Credits:** Covered employers qualify for dollar-for-dollar reimbursement through tax credits for all qualifying wages paid under the FFCRA. Qualifying wages are those paid to an employee who takes leave under the Act for a qualifying reason, up to the appropriate per diem and aggregate payment caps. Applicable tax credits also extend to amounts paid or incurred to maintain health insurance coverage. For more information, please see the Department of the Treasury's website.

**Employer Notice:** Each covered employer must post in a conspicuous place on its premises a notice of FFCRA requirements. [7]

**Prohibitions:** Employers may not discharge, discipline, or otherwise discriminate against any employee who takes paid sick leave under the FFCRA and files a complaint or institutes a proceeding under or related to the FFCRA.

**Penalties and Enforcement:** Employers in violation of the first two weeks' paid sick time or unlawful termination provisions of the FFCRA will be subject to the penalties and enforcement described in Sections 16 and 17 of the Fair Labor Standards Act. 29 U.S.C. 216; 217. Employers in violation of the provisions providing for up to an additional 10 weeks of paid leave to care for a child whose school or place of care is closed (or child care provider is unavailable) are subject to the enforcement provisions of the Family and Medical Leave Act. The Department will observe a temporary period of non-enforcement for the first 30 days after the Act takes effect, so long as the employer has acted reasonably and in good faith to comply with the Act. For purposes of this non-enforcement position, "good faith" exists when violations are remedied and the employee is made whole as soon as practicable by the employer, the violations were not willful, and the Department receives a written commitment from the employer to comply with the Act in the future.

## ► RESOURCES

For additional information or to file a complaint:

1-866-487-9243 | TTY: 1-877-889-5627

[dol.gov/agencies/whd](https://dol.gov/agencies/whd)

[5] Paid sick time provided under this Act does not carry over from one year to the next. Employees are not entitled to reimbursement for unused leave upon termination, resignation, retirement, or other separation from employment.

[6] An employee may elect to substitute any accrued vacation leave, personal leave, or medical or sick leave for the first two weeks of partial paid leave under this section.

[7] The Department will issue a model notice no later than March 25, 2020.





# FAMILIES FIRST CORONAVIRUS RESPONSE ACT: EMPLOYEE PAID LEAVE RIGHTS

The **Families First Coronavirus Response Act (FFCRA or Act)** requires certain employers to provide employees with paid sick leave or expanded family and medical leave for specified reasons related to COVID-19. The Department of Labor's (Department) Wage and Hour Division (WHD) administers and enforces the new law's paid leave requirements. These provisions will apply from the effective date through December 31, 2020.

Generally, the Act provides that employees of covered employers are eligible for:

- *Two weeks (up to 80 hours) of **paid sick leave** at the employee's regular rate of pay* where the employee is unable to work because the employee is quarantined (pursuant to Federal, State, or local government order or advice of a health care provider), and/or experiencing COVID-19 symptoms and seeking a medical diagnosis; or
- *Two weeks (up to 80 hours) of **paid sick leave** at two-thirds the employee's regular rate of pay* because the employee is unable to work because of a bona fide need to care for an individual subject to quarantine (pursuant to Federal, State, or local government order or advice of a health care provider), or to care for a child (under 18 years of age) whose school or child care provider is closed or unavailable for reasons related to COVID-19, and/or the employee is experiencing a substantially similar condition as specified by the Secretary of Health and Human Services, in consultation with the Secretaries of the Treasury and Labor; and
- *Up to an additional 10 weeks of **paid expanded family and medical leave** at two-thirds the employee's regular rate of pay* where an employee, who has been employed for at least 30 calendar days, is unable to work due to a bona fide need for leave to care for a child whose school or child care provider is closed or unavailable for reasons related to COVID-19.

**Covered Employers:** The paid sick leave and expanded family and medical leave provisions of the FFCRA apply to certain public employers, and private employers with fewer than 500 employees.<sup>[1]</sup> Most employees of the federal government are covered by Title II of the Family and Medical Leave Act, which was not amended by this Act, and are therefore not covered by the expanded family and medical leave provisions of the FFCRA. However, federal employees covered by Title II of the Family and Medical Leave Act are covered by the paid sick leave provision.

Small businesses with fewer than 50 employees may qualify for exemption from the requirement to provide leave due to school closings or child care unavailability if the leave requirements would jeopardize the viability of the business as a going concern.

**Eligible Employees:** *All employees* of covered employers are eligible for two weeks of paid sick time for specified reasons related to COVID-19. *Employees employed for at least 30 days* are eligible for up to an additional 10 weeks of paid family leave to care for a child under certain circumstances related to COVID-19. <sup>[2]</sup>

**Notice:** Where leave is foreseeable, an employee should provide notice of leave to the employer as is practicable. After the first workday of paid sick time, an employer may require employees to follow reasonable notice procedures in order to continue receiving paid sick time.

## ► Qualifying Reasons for Leave

Under the FFCRA, an employee qualifies for paid sick time if the employee is unable to work (**or unable to telework**) due to a need for leave because the employee:

1. is subject to a Federal, State, or local quarantine or isolation order related to COVID-19;
2. has been advised by a health care provider to self-quarantine related to COVID-19;
3. is experiencing COVID-19 symptoms and is seeking a medical diagnosis;
4. is caring for an individual subject to an order described in (1) or self-quarantine as described in (2);
5. is caring for a child whose school or place of care is closed (or child care provider is unavailable) for reasons related to COVID-19; or
6. is experiencing any other substantially-similar condition specified by the Secretary of Health and Human Services, in consultation with the Secretaries of Labor and Treasury.

Under the FFCRA, an employee qualifies for expanded family leave if the employee is caring for a child whose school or place of care is closed (or child care provider is unavailable) for reasons related to COVID-19.

[1] Certain provisions may not apply to certain employers with fewer than 50 employees. See Department FFCRA regulations (expected April 2020).

[2] Under the Act, special rules apply for Health Care Providers and Emergency Responders.

## ► DURATION OF LEAVE

**For reasons (1)-(4) and (6):** A full-time employee is eligible for 80 hours of leave, and a part-time employee is eligible for the number of hours of leave that the employee works on average over a two-week period.

**For reason (5):** A full-time employee is eligible for up to 12 weeks of leave (two weeks of paid sick leave followed by up to 10 weeks of paid expanded family & medical leave) at 40 hours a week, and a part-time employee is eligible for leave for the number of hours that the employee is normally scheduled to work over that period.

## ► CALCULATION OF PAY [3]

**For leave reasons (1), (2), or (3):** employees taking leave are entitled to pay at either their regular rate or the applicable minimum wage, whichever is higher, up to \$511 per day and \$5,110 in the aggregate (over a 2-week period).

**For leave reasons (4) or (6):** employees taking leave are entitled to pay at  $\frac{2}{3}$  their regular rate or  $\frac{2}{3}$  the applicable minimum wage, whichever is higher, up to \$200 per day and \$2,000 in the aggregate (over a 2-week period).

**For leave reason (5):** employees taking leave are entitled to pay at  $\frac{2}{3}$  their regular rate or  $\frac{2}{3}$  the applicable minimum wage, whichever is higher, up to \$200 per day and \$12,000 in the aggregate (over a 12-week period). [4]

## ► RESOURCES

For additional information or to file a complaint:

1-866-487-9243 | TTY: 1-877-889-5627

[dol.gov/agencies/whd](https://dol.gov/agencies/whd)

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[3] Paid sick time provided under this Act does not carryover from one year to the next. Employees are not entitled to reimbursement for unused leave upon termination, resignation, retirement, or other separation from employment.

[4] An employee may elect to substitute any accrued vacation leave, personal leave, or medical or sick leave for the first two weeks of partial paid leave under this section.



**BENZIE COUNTY**  
**EMPLOYEE REQUEST FOR EMERGENCY FAMILY AND MEDICAL LEAVE**

Employees requesting Emergency FMLA (EFMLA) pursuant to the Families First Coronavirus Response Act (FFCRA) must complete this form. You must provide as much advance notice as is reasonably practicable. Upon completion of this form, submit it to Human Resources for processing.

\*Completing this form does not automatically guarantee that your leave will be approved\*

<b>Employee Name:</b>	
<b>Employee Phone Number:</b>	<b>Employee Email:</b>
<b>Employee Home Address:</b>	
This is a (choose one): <input type="checkbox"/> New request for leave <input type="checkbox"/> Request for an extension of leave	
<b>Anticipated Start Date of Leave:</b>	<b>Expected Return to Work Date:</b>
<b>COVID-19 Qualifying Reason for Leave (check all applicable)</b> I am unable to work (or telework) for the following reasons:  <input type="checkbox"/> I need to care for my son or daughter under age 18 because my child's elementary or secondary school has been closed due to a public health emergency. Name of school: _____  <input type="checkbox"/> I need to care for my son or daughter under age 18 because my child's place of care has been closed due to a public health emergency. Place of care name: _____  <input type="checkbox"/> I need to care for my son or daughter under age 18 because the childcare provider for my son or daughter is unavailable because of a public health emergency. Name of provider: _____  Employee Statement (reason that employee is unable to work or telework because of the COVID-19 qualifying reason)  _____  _____	
I will need (choose one): <input type="checkbox"/> Continuous leave <input type="checkbox"/> Intermittent leave  <i>If your need for leave is intermittent, please indicate the frequency and duration of your intermittent leave below (ie: 4 hrs. per day for 2 weeks)</i>  <b>Substitution of Paid Leave During First 10 Days of EFMLA:</b> Pursuant to the FFCRA, the first 10 days of EFMLA is unpaid, however the Emergency Paid Sick Leave Act (EPSLA) provides for an initial two weeks of paid leave. This period thus covers the first ten workdays of extended family and medical leave, unless you elect to use existing paid leave offered by your employer instead. If you would like to use Emergency Paid Sick Leave, please complete the separate Emergency Paid Sick Leave request form in addition to this form. If instead you would like to use paid leave that is offered through your employer, please indicated below which type of leave you would like to use and how many hours you plan to use.  <input type="checkbox"/> Vacation (____Hrs) <input type="checkbox"/> Sick Leave (____hrs) <input type="checkbox"/> Personal (____hrs) <input type="checkbox"/> Other (____hrs)	
I certify that the above information is accurate and complete. I understand that if I fail to report for work on or before the scheduled return date indicated above or fail to contact Human Resources regarding my absence from work beyond such scheduled date of return, my additional days of absence may not be approved by my employer and may be subject to my employer's attendance policy.	
<b>Employee Signature:</b>	<b>Date Signed:</b>
Return form to Human Resources by fax at (231) 882-7072 or email to: <a href="mailto:mcutler@benzieco.net">mcutler@benzieco.net</a>	



**BENZIE COUNTY**  
**EMPLOYEE REQUEST FOR EMERGENCY PAID SICK LEAVE**

Employees requesting Emergency Paid Sick Leave (EPSL) pursuant to the Families First Coronavirus Response Act (FFCRA) must complete this form. You must provide as much advance notice as is reasonably practicable. Upon completion of this form, submit it to Human Resources for processing.

\*Completing this form does not automatically guarantee that your leave will be approved\*

Employee Name:	
Employee Phone Number:	Employee Email:
Employee Home Address:	
This is a (choose one): <input type="checkbox"/> New request for leave <input type="checkbox"/> Request for an extension of leave	
Anticipated Start Date of Leave:	Expected Return to Work Date:
<b>COVID-19 Qualifying Reason for Leave (check all applicable)</b> I am unable to work (or telework) for the following reasons:	
<input type="checkbox"/> I am subject to state, federal or local quarantine or isolation order related to COVID-19. Government Entity Name: _____	
<input type="checkbox"/> I have been advised by a health care professional to self-quarantine due to concerns related to COVID-19. Health care provider name: _____	
<input type="checkbox"/> I have symptoms related to COVID-19 and I am seeking a diagnosis. Health care provider name: _____	
<input type="checkbox"/> I am caring for an individual who is subject to quarantine or has been advised to quarantine related to COVID-19. Health care provider name: _____	
<input type="checkbox"/> I need to care for my child under age 18 because the child's school, childcare or childcare provider is closed or unavailable because of COVID-19. Name of school, childcare or childcare provider: _____	
<input type="checkbox"/> I am experiencing other conditions substantially similar to COVID-19 as specified by Leelanau/Benzie Health Department. Name of individual from BLHD: _____	
Employee Statement (reason that employee is unable to work or telework because of the COVID-19 qualifying reason) _____ _____	
I will need (choose one): <input type="checkbox"/> Continuous leave <input type="checkbox"/> Intermittent leave	
<i>If your need for leave is intermittent, please indicate the frequency and duration of your intermittent leave below (ie: 4 hrs. per day for 2 weeks)</i>	
<b>Substitution of Paid Leave During First 10 Days of EFMLA:</b> Pursuant to the FFCRA, the first 10 days of EFMLA is unpaid, however the Emergency Paid Sick Leave Act (EPSLA) provides for an initial two weeks of paid leave. This period thus covers the first ten workdays of extended family and medical leave, unless you elect to use existing paid leave offered by your employer instead. If you would like to use Emergency Paid Sick Leave, please complete the separate Emergency Paid Sick Leave request form in addition to this form. If instead you would like to use paid leave that is offered through your employer, please indicated below which type of leave you would like to use and how many hours you plan to use.	
<input type="checkbox"/> Vacation (____ Hrs) <input type="checkbox"/> Sick Leave (____ hrs) <input type="checkbox"/> Personal (____ hrs) <input type="checkbox"/> Other (____ hrs)	
I certify that the above information is accurate and complete. I understand that if I fail to report for work on or before the scheduled return date indicated above or fail to contact Human Resources regarding my absence from work beyond such scheduled date of return, my additional days of absence may not be approved by my employer and may be subject to my employer's attendance policy.	
Employee Signature:	Date Signed:
Return form to Human Resources by fax at (231) 882-7072 or email to: <a href="mailto:mcutler@benzieco.net">mcutler@benzieco.net</a> <b>**Please attach copy of isolation order</b>	



Michigan Department of Natural Resources - Grants Management  
**MICHIGAN RECREATION PASSPORT GRANT PROGRAM**  
**DEVELOPMENT PROJECT AGREEMENT**

**Project Number:** RP19-0058

**Project Title:** Betsie Valley Trail Reconstruction

This Agreement is between the Michigan Department of Natural Resources for and on behalf of the State of Michigan ("DEPARTMENT") and the **Benzie County IN THE COUNTY OF Benzie County** ("GRANTEE"). The DEPARTMENT has authority to issue grants to local units of government for the development of public recreation facilities under Part 19 of the Natural Resources and Environmental Protection Act, Act 451 of 1994, as amended. The GRANTEE has been approved by the Director of the Department to receive a grant. In 59 of 2019, the Legislature appropriated funds from the Recreation Passport Grant Program (RPGP) to the DEPARTMENT for a grant-in-aid to the GRANTEE. As a precondition to the effectiveness of the Agreement, the GRANTEE is required to sign the Agreement and return it to the DEPARTMENT with the necessary attachments by 03/08/2020.

1. The legal description of the project area (APPENDIX A); boundary map of the project area (APPENDIX B); and Recreation Grant application bearing the number RP19-0058 (APPENDIX C) are by this reference made part of this Agreement. The Agreement together with the referenced appendices constitute the entire Agreement between the parties and may be modified only in writing and executed in the same manner as the Agreement is executed.
2. The time period allowed for project completion is 01/08/2020 through 03/31/2022, hereinafter referred to as the "project period." Requests by the GRANTEE to extend the project period shall be made in writing before the expiration of the project period. Extensions to the project period are at the discretion of the DEPARTMENT. The project period may be extended only by an amendment to this Agreement.
3. This Agreement shall be administered on behalf of the DEPARTMENT through Grants Management. All reports, documents, or actions required of the GRANTEE shall be submitted through the MiRecGrants website unless otherwise instructed by the DEPARTMENT.
4. The words "project area" shall mean the land and area described in the attached legal description (APPENDIX A) and shown on the attached boundary map (APPENDIX B).
5. The words "project facilities" shall mean the following individual components, as further described in APPENDIX C.
  - Trail 8' wide or more
  - Bench(es)
  - Signage
  - Trash Bin(s)
  - Recycle Bin(s)
6. The DEPARTMENT agrees as follows:
  - a. To grant to the GRANTEE a sum of money equal to **Seventy-Five (75%) percent of Two**

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APR 08 2020

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

**Hundred Thousand Five Hundred (\$200,500.00) dollars**, which is the total eligible cost of construction of the project facilities including engineering costs, but in any event not to exceed **One Hundred and Fifty Thousand (\$150,000.00) dollars**.

- b. To grant these funds in the form of reimbursements to the GRANTEE for eligible costs and expenses incurred as follows:
  - i. Payments will be made on a reimbursement basis at **Seventy-Five (75%) percent** of the eligible expenses incurred by the GRANTEE up to 90% of the maximum reimbursement allowable under the grant.
  - ii. Reimbursement will be made only upon DEPARTMENT review and approval of a complete reimbursement request submitted by the GRANTEE on a form provided by the DEPARTMENT which includes an expenditure list supported by documentation as required by the DEPARTMENT, including but not limited to copies of invoices, cancelled checks, and/or list of force account time and attendance records.
  - iii. The DEPARTMENT shall conduct an audit of the project's financial records upon approval of the final reimbursement request by DEPARTMENT staff. The DEPARTMENT may issue an audit report with no deductions or may find some costs ineligible for reimbursement.
  - iv. Final payment will be released upon completion of a satisfactory audit by the DEPARTMENT and documentation that the GRANTEE has erected a RPGP sign in compliance with Section 7(j) of this Agreement.

7. The GRANTEE agrees as follows:

- a. To immediately make available all funds needed to incur all necessary costs required to complete the project and to provide **Fifty Thousand Five Hundred (\$50,500.00) dollars** in local match. This sum represents **Twenty-Five (25%) percent** of the total eligible cost of construction including engineering costs. Any cost overruns incurred to complete the project facilities called for by this Agreement shall be the sole responsibility of the GRANTEE.
- b. With the exception of engineering costs as provided for in Section 8, to incur no costs toward completion of the project facilities before execution of this Agreement and before written DEPARTMENT approval of plans, specifications and bid documents.
- c. To complete construction of the project facilities to the satisfaction of the DEPARTMENT and to comply with the development project procedures set forth by the DEPARTMENT in completion of the project, including but not limited to the following:
  - i. All projects with a total project cost of \$15,000 or greater shall retain the services of a professional architect, landscape architect, or engineer, registered in the State of Michigan to serve as the GRANTEE'S Prime Professional. The Prime Professional shall prepare the plans, specifications and bid documents for the project and oversee project construction.

- ii. Within 180 days following execution of this Agreement by the GRANTEE and the DEPARTMENT and before soliciting bids or quotes or incurring costs other than costs associated with the development of plans, specifications, or bid documents, provide the DEPARTMENT with plans, specifications, and bid documents for the project facilities, sealed by the GRANTEE'S Prime Professional (Prime Professional is not required for grants less than \$15,000).
  - iii. Upon written DEPARTMENT approval of plans, specifications and bid documents, openly advertise and seek written bids for contracts for purchases or services with a value equal to or greater than \$10,000 and accept the lowest qualified bid as determined by the GRANTEE'S Prime Professional.
  - iv. Upon written DEPARTMENT approval of plans, specifications and bid documents, solicit three (3) written quotes for contracts for purchases or services between \$2,500 and \$10,000 and accept the lowest qualified bid as determined by the GRANTEE'S Prime Professional.
  - v. Maintain detailed written records of the contracting processes used and submit these records to the DEPARTMENT upon request.
  - vi. Complete construction to all applicable local, state and federal codes, as amended; including the federal Americans with Disabilities Act (ADA) of 2010, as amended; the Persons with Disabilities Civil Rights Act, Act 220 of 1976, as amended; the Playground Equipment Safety Act, P.A. 16 of 1997, as amended; and the Utilization of Public Facilities by Physically Limited Act, P.A. 1 of 1966, as amended; the Elliott-Larsen Civil Rights Acts, Act 453 of 1976, as amended.
  - vii. Bury all new telephone and electrical wiring within the project area.
  - viii. Correct any deficiencies discovered at the final inspection within 90 days of written notification by the DEPARTMENT. These corrections shall be made at the GRANTEE'S expense and are eligible for reimbursement at the discretion of the DEPARTMENT and only to the degree that the GRANTEE'S prior expenditures made toward completion of the project are less than the grant amount allowed under this Agreement.
- d. To operate the project facilities for a minimum of 20 years (useful life of facilities anticipated), to regulate the use thereof to the satisfaction of the DEPARTMENT, and to appropriate such monies and/or provide such services as shall be necessary to provide such adequate maintenance.
- e. To provide to the DEPARTMENT for approval, a complete tariff schedule containing all charges to be assessed against the public utilizing the project area and/or any of the facilities constructed thereon, and to provide to the DEPARTMENT for approval, all amendments thereto before the effective date of such amendments. Preferential membership or annual permit systems are prohibited on grant assisted sites, except to the extent that differences in admission and other fees may be instituted on the basis of residence. Nonresident fees shall



not exceed twice that charged residents. If no resident fees are charged, nonresident fees may not exceed the rate charged residents at other comparable state and local public recreation facilities.

- f. To adopt such ordinances and/or resolutions as shall be required to effectuate the provisions of this Agreement; certified copies of all such ordinances and/or resolutions adopted for such purposes shall be forwarded to the DEPARTMENT before the effective date thereof.
  - g. To separately account for any revenues received from the project area which exceed the demonstrated operating costs and to reserve such surplus revenues for the future maintenance and/or expansion of the GRANTEE'S park and recreation program.
  - h. To furnish the DEPARTMENT, upon request, detailed statements covering the annual operation of the project area and/or project facilities, including income and expenses and such other information the DEPARTMENT might reasonably require.
  - i. To maintain the premises in such condition as to comply with all federal, state, and local laws which may be applicable and to make any and all payments required for all taxes, fees, or assessments legally imposed against the project area.
  - j. To erect and maintain a sign on the property for the life of the facilities which designates this project as one having been constructed with the assistance of the RPGP. A sign will be provided by the DEPARTMENT. Any replacement sign(s) will be at the expense of the GRANTEE.
  - k. To conduct a dedication/ribbon-cutting ceremony as soon as possible after the project is completed and the MNRTF sign is erected within the project area. At least 30 days prior to the dedication/ribbon-cutting ceremony, the DEPARTMENT must be notified in writing the date, time, and location of the dedication/ribbon-cutting ceremony. GRANTEE shall provide notice of ceremony to the local media. The use of the program logo and a brief description of the program are strongly encouraged in brochures related to public recreation produced by the GRANTEE. Upon the discretion of the DEPARTMENT, the requirement to conduct a dedication/ribbon-cutting ceremony may be waived.
8. Only eligible costs and expenses incurred toward completion of the project facilities after execution of the Project Agreement shall be considered for reimbursement under the terms of this Agreement. Eligible engineering costs incurred toward completion of the project facilities beginning January 1, 2020 and throughout the project period are also eligible for reimbursement. Any costs and expenses incurred after the project period shall be the sole responsibility of the GRANTEE.
9. To be eligible for reimbursement, the GRANTEE shall comply with the DEPARTMENT requirements. At a minimum, the GRANTEE shall:
- a. Submit a written progress report every 180 days during the project period.
  - b. Submit complete requests for partial reimbursement when the GRANTEE is eligible to request at least 25 percent of the grant amount and construction contracts have been



executed or construction by force account labor has begun. For grants \$15,000 or less, reimbursement should be submitted for entire amount at completion of the project.

- c. Submit a complete request for final reimbursement within 90 days of project completion and no later than 6/30/2022. If the GRANTEE fails to submit a complete final request for reimbursement by 6/30/2022, the DEPARTMENT may audit the project costs and expenses and make final payment based on documentation on file as of that date or may terminate this Agreement and require full repayment of grant funds by the GRANTEE.
10. During the project period, the GRANTEE shall obtain prior written authorization from the DEPARTMENT before adding, deleting or making a significant change to any of the project facilities as proposed. Approval of changes is solely at the discretion of the DEPARTMENT. Furthermore, during the life of the facilities, the GRANTEE shall obtain prior written authorization from the DEPARTMENT before implementing a change that significantly alters the project facilities as constructed and/or the project area, including but not limited to discontinuing use of a project facility or making a significant change in the recreational use of the project area.
  11. All project facilities constructed or purchased by the GRANTEE under this Agreement shall be placed and used at the project area and solely for the purposes specified in APPENDIX C and this Agreement.
  12. The project area and all facilities provided thereon and the land and water access ways to the project facilities shall be open to the general public at all times on equal and reasonable terms. No individual shall be denied ingress or egress thereto or the use thereof on the basis of sex, race, color, religion, national origin, residence, age, height, weight, familial status, marital status, or disability.
  13. Unless an exemption has been authorized by the DEPARTMENT pursuant to this Section, the GRANTEE hereby represents that it possesses fee simple title, free of all liens and encumbrances, to the project area. The fee simple title acquired shall not be subject to: 1) any possibility of reverter or right of entry for condition broken or any other executory limitation which may result in defeasance of title or 2) any reservations or prior conveyance of coal, oil, gas, sand, gravel or other mineral interests. For any portion of the project area that the GRANTEE does not possess in fee simple title, the GRANTEE hereby represents that it has:
    - a. Supplied the DEPARTMENT with an executed copy of the approved lease or easement, and
    - b. Confirmed through appropriate legal review that the terms of the lease or easement are consistent with GRANTEE'S obligations under this Agreement and will not hinder the GRANTEE'S ability to comply with all requirements of this Agreement. In no case shall the lease or easement tenure be less than 20 years from the date of execution of this Agreement.
  14. The GRANTEE shall not allow any encumbrance, lien, security interest, mortgage or any evidence of indebtedness to attach to or be perfected against the project area or project facilities included in this Agreement.

15. During the life of the facilities, none of the project area, nor any of the project facilities constructed under this Agreement, shall be wholly or partially conveyed, either in fee, easement or otherwise, or leased for a term of years or for any other period, nor shall there be any whole or partial transfer of the lease title, ownership, or right of maintenance or control by the GRANTEE except with the written approval and consent of the DEPARTMENT. The GRANTEE shall regulate the use of the project area to the satisfaction of the DEPARTMENT.
16. The assistance provided to the GRANTEE as a result of this Agreement is intended to have a lasting effect on the supply of recreation, scenic beauty sites, and recreation facilities beyond the financial contribution alone and commits the project area to Michigan's recreation estate for the useful life of the project facilities, therefore:
  - a. The GRANTEE agrees that, during the life of the facilities, the project area or any portion thereof will not be converted to other than public recreation use without prior written approval by the DEPARTMENT and implementation of mitigation approved by the DEPARTMENT, including but not limited to replacement with land and/or project facilities of similar recreation usefulness and fair market value.
  - b. Approval of a conversion shall be at the sole discretion of the DEPARTMENT.
  - c. Before completion of the project, the GRANTEE and the DEPARTMENT may mutually agree to alter the project area through an amendment to this Agreement to provide the most satisfactory public outdoor recreation area.
17. Should title to the lands in the project area or any portion thereof be acquired from the GRANTEE by any other entity through exercise of the power of eminent domain, the GRANTEE agrees that the proceeds awarded to the GRANTEE shall be used to replace the lands and project facilities affected with recreation lands and project facilities of equal or greater fair market value, and of reasonably equivalent usefulness and location. The DEPARTMENT shall approve such replacement only upon such conditions as it deems necessary to assure the replacement by GRANTEE of other recreation properties and project facilities of equal or greater fair market value and of reasonably equivalent usefulness and location. Such replacement land shall be subject to all the provisions of this Agreement.
18. The GRANTEE acknowledges that:
  - a. The GRANTEE has examined the project area and has found the property safe for public use or actions will be taken by the GRANTEE before beginning the project to assure safe use of the property by the public, and
  - b. The GRANTEE is solely responsible for development, operation, and maintenance of the project area and project facilities, and that responsibility for actions taken to develop, operate, or maintain the property is solely that of the GRANTEE, and
  - c. The DEPARTMENT'S involvement in the premises is limited solely to the making of a grant to assist the GRANTEE in developing same.

19. The GRANTEE assures the DEPARTMENT that the proposed State-assisted action will not have a negative effect on the environment and, therefore, an Environmental Impact Statement is not required.
20. The GRANTEE hereby acknowledges that this Agreement does not require the State of Michigan to issue any permit required by law to construct the recreational project that is the subject of this Agreement. Such permits include, but are not limited to, permits to fill or otherwise occupy a floodplain, and permits required under Parts 301 and 303 of the Natural Resources and Environmental Protection Act, Act 451 of the Public Acts 451 of 1994, as amended. It is the sole responsibility of the GRANTEE to determine what permits are required for the project, secure the needed permits and remain in compliance with such permits.
21. Before the DEPARTMENT will approve plans, specifications, or bid documents; or give written approval to the GRANTEE to advertise, seek quotes, or incur costs for this project, the GRANTEE must provide documentation to the DEPARTMENT that indicates either:
  - a. It is reasonable for the GRANTEE to conclude, based on the advice of an environmental consultant, as appropriate, that no portion of the project area is a facility as defined in Part 201 of the Michigan Natural Resources and Environmental Protection Act, Act 451 of the Public Acts of 1994, as amended;or
  - b. If any portion of the project area is a facility, documentation that Department of Environmental Quality-approved response actions have been or will be taken to make the site safe for its intended use within the project period, and that implementation and long-term maintenance of response actions will not hinder public recreation use and/or the resource protection values of the project area.
22. If the DEPARTMENT determines that, based on contamination, the project area will not be made safe for the planned recreation use within the project period, or another date established by the DEPARTMENT in writing, or if the DEPARTMENT determines that the presence of contamination will reduce the overall usefulness of the property for public recreation and resource protection, the grant may be cancelled by the DEPARTMENT with no reimbursement made to the GRANTEE.
23. The GRANTEE shall acquire and maintain insurance which will protect the GRANTEE from claims which may arise out of or result from the GRANTEE'S operations under this Agreement, whether performed by the GRANTEE, a subcontractor or anyone directly or indirectly employed by the GRANTEE, or anyone for whose acts may hold them liable. Such insurance shall be with companies authorized to do business in the State of Michigan in such amounts and against

such risks as are ordinarily carried by similar entities, including but not limited to public liability insurance, worker's compensation insurance or a program of self-insurance complying with the requirements of Michigan law. The GRANTEE shall provide evidence of such insurance to the DEPARTMENT at its request.

24. Nothing in this Agreement shall be construed to impose any obligation upon the DEPARTMENT to operate, maintain or provide funding for the operation and/or maintenance of any recreational facilities in the project area.
25. The GRANTEE hereby represents that it will defend any suit brought against either party which involves title, ownership, or any other rights, whether specific or general rights, including appurtenant riparian rights, to and in the project area of any lands connected with or affected by this project.
26. The GRANTEE is responsible for the use and occupancy of the premises, the project area and the facilities thereon. The GRANTEE is responsible for the safety of all individuals who are invitees or licensees of the premises. The GRANTEE will defend all claims resulting from the use and occupancy of the premises, the project area and the facilities thereon. The DEPARTMENT is not responsible for the use and occupancy of the premises, the project area and the facilities thereon.
27. Failure by the GRANTEE to comply with any of the provisions of this Agreement shall constitute a material breach of this Agreement.
28. Upon breach of the Agreement by the GRANTEE, the DEPARTMENT may, in addition to any other remedy provided by law,:
  - a. Terminate this Agreement; and/or
  - b. Withhold and/or cancel future payments to the GRANTEE on any or all current recreation grant projects until the violation is resolved to the satisfaction of the DEPARTMENT; and/or
  - c. Withhold action on all pending and future grant applications submitted by the GRANTEE under the RPGP, Michigan Natural Resources Trust Fund, and Land and Water Conservation Fund; and/or
  - d. Require repayment of grant funds already paid to GRANTEE.
  - e. Require specific performance of the Agreement.
29. The GRANTEE agrees that the benefit to be derived by the State of Michigan from the full compliance by the GRANTEE with the terms of this Agreement is the preservation, protection and the net increase in the quality of public recreation facilities and resources which are available to the people of the State and of the United States and such benefit exceeds to an immeasurable and unascertainable extent the amount of money furnished by the State of Michigan by way of assistance under the terms of this Agreement. The GRANTEE agrees that after final reimbursement has been made to the GRANTEE, repayment by the GRANTEE of grant funds received would be inadequate compensation to the State for any breach of this

Agreement. The GRANTEE further agrees therefore, that the appropriate remedy in the event of a breach by the GRANTEE of this Agreement after final reimbursement has been made shall be the specific performance of this Agreement.

30. Prior to the completion of the project facilities, the GRANTEE shall return all grant money if the project area or project facilities are not constructed, operated or used in accordance with this Agreement.
31. The GRANTEE agrees not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, marital status, familial status or disability that is unrelated to the person's ability to perform the duties of a particular job or position. The GRANTEE further agrees that any subcontract shall contain non-discrimination provisions which are not less stringent than this provision and binding upon any and all subcontractors. A breach of this covenant shall be regarded as a material breach of this Agreement.
32. The DEPARTMENT shall terminate and recover grant funds paid if the GRANTEE or any subcontractor, manufacturer, or supplier of the GRANTEE appears in the register compiled by the Michigan Department of Labor and Economic Growth pursuant to Public Act No. 278 of 1980.
33. The GRANTEE agrees to assist DEPARTMENT personnel in promotion of the Recreation Passport Program by distributing marketing materials provided by the DEPARTMENT.
34. The GRANTEE may not assign or transfer any interest in this Agreement without prior written authorization of the DEPARTMENT.
35. The rights of the DEPARTMENT under this Agreement shall continue for the anticipated life of the project facilities as stated in Section 7(d).
36. The Agreement may be executed separately by the parties. This Agreement is not effective until:
  - a. The GRANTEE has signed the Agreement and returned both copies together with the necessary attachments within 60 days of the date the Agreement is issued by the DEPARTMENT, and



b. The DEPARTMENT has signed the Agreement. IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals, on this date.

Approved by resolution (true copy attached) of the \_\_\_\_\_  
(date)

\_\_\_\_\_ meeting of the \_\_\_\_\_  
(special or regular) (name of approving body)

**GRANTEE**

SIGNED

By \_\_\_\_\_

Print Name: \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

Grantee's Federal ID#

38-6004838

**MICHIGAN DEPARTMENT OF NATURAL RESOURCES**

SIGNED

By \_\_\_\_\_

Title: Manager, Grants Management

Date \_\_\_\_\_

**2020 - 008**  
**BENZIE COUNTY, MICHIGAN**

**RESOLUTION ACCEPTING THE MICHIGAN DEPARTMENT OF  
NATURAL RESOURCES RECREATION PASSPORT GRANT WITH  
BENZIE COUNTY FOR THE BETSIE VALLEY TRAIL RECONSTRUCTION**

Upon motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, the following Resolution was adopted:

**“RESOLVED**, that the County of Benzie, Michigan, does hereby accept the terms of the Agreement as received from the Michigan Department of Natural Resources, and that the County of Benzie does hereby specifically agree, but not by way of limitation, as follows:

1. To appropriate all funds necessary to complete the project during the project period and to provided Fifty Thousand Five Hundred (\$50,500.00) dollars to match the grant authorized by the DEPARTMENT.
2. To maintain satisfactory financial accounts, documents, and records to make them available to the DEPARTMENT for auditing at reasonable times.
3. To construct the project and provide such funds, services, and materials as may be necessary to satisfy the terms of said Agreement.
4. To regulate the use of the facility constructed and reserved under this Agreement to assure the use thereof by the public on equal and reasonable terms.
5. To comply with any and all terms of said agreement including all terms not specifically set forth in the foregoing portions of this Resolution.”

Ayes: \_\_\_\_\_  
Nays: \_\_\_\_\_

Dated: April 14, 2020

\_\_\_\_\_  
Bob Roelofs, Chair

I, Dawn Olney, Clerk to the Benzie County Board of Commissioners, hereby do certify that the above resolution was adopted by the Benzie County Board of Commissioners on the 14<sup>th</sup> day of April, 2020.

\_\_\_\_\_  
Dawn Olney, Benzie County Clerk

SAMPLE RESOLUTION

(Development)

Upon motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, the following Resolution was adopted:

"RESOLVED, that the \_\_\_\_\_, Michigan, does hereby accept the terms of the Agreement as received from the Michigan Department of Natural Resources, and that the \_\_\_\_\_ does hereby specifically agree, but not by way of limitation, as follows:

1. To appropriate all funds necessary to complete the project during the project period and to provide \_\_\_\_\_ (\$ \_\_\_\_\_) dollars to match the grant authorized by the DEPARTMENT.
2. To maintain satisfactory financial accounts, documents, and records to make them available to the DEPARTMENT for auditing at reasonable times.
3. To construct the project and provide such funds, services, and materials as may be necessary to satisfy the terms of said Agreement.
4. To regulate the use of the facility constructed and reserved under this Agreement to assure the use thereof by the public on equal and reasonable terms.
5. To comply with any and all terms of said Agreement including all terms not specifically set forth in the foregoing portions of this Resolution."

The following aye votes were recorded: \_\_\_\_\_

The following nay votes were recorded: \_\_\_\_\_

STATE OF MICHIGAN                    )  
  ) ss  
COUNTY OF \_\_\_\_\_            )

I, \_\_\_\_\_, Clerk of the \_\_\_\_\_, Michigan, do hereby certify that the above is a true and correct copy of the Resolution relative to the Agreement with the Michigan Department of Natural Resources, which Resolution was adopted by the

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

# Commissioner Reports



**THE BENZIE COUNTY HUMAN RESOURCE COMMITTEE**  
**March 11, 2020**

The Benzie County Human Resource Committee met on Wednesday, March 11, 2020 at 10:00 a.m., in Room 206, 448 Court Place, Government Center, Beulah, Michigan.

Goal statement: HR policies provide framework within which consistent decisions are made and promote equality in the way people are treated.

10:00 a.m. meeting was called to order by Commissioner Nye.

Present were: Commissioners Farrell, Commissioner Nye, Commissioner Taylor, Maridee Cutler and Mitch Deisch

Pledge of Allegiance was recited.

**Agenda:**

Motion by Farrell, seconded by Taylor, to approve the agenda as amended, adding Discussion regarding the Coronavirus. Ayes: Farrell, Nye, Taylor, Cutler and Deisch      Nays: None  
Motion Carried

**Minutes:**

Motion by Farrell, seconded by Nye, to approve the minutes of February 12, 2020 as amended. Ayes: Farrell, Nye, Taylor, Cutler and Deisch      Nays: None      Motion Carried

Comm Farrell stated that Commissioner Taylor being elected Vice-Chair was not in the February 12, 2020 minutes.

10:01 a.m. Public Input – None

Coronavirus: Discussion was held regarding the concerns with the Coronavirus and the effects it may have on Benzie County and the employees.

Mitch stated that he is speaking with the Health Department and Emergency Manager Rebecca Hubers. Disinfectant wipes and hand sanitizer are being placed in all departments. Maridee will be gathering more information from the SHRM group she is part of and bring it back to the committee. Committee will be looking to prepare a wellness policy.

Review of Sections 2,3,4 and 5 of the Staff Policy Manual: Discussion was held regarding the changes that were recommended. Comm. Nye will make the changes to Section 1 and the acknowledgment page and bring it back to the next meeting.

Maridee Cutler stated that the at will policy needs to be a section by itself.

Comm. Farrell stated that the revision date needs to be added to the acknowledgment statement where the employee acknowledges receipt of the staff policy. She will make the changes discussed regarding Section 2 and bring it back to the next meeting.

Maridee is looking for direction from the Board of Commissioners regarding step 5 - Create a comprehensive Human Resources program recommended by the Municipal Analytics Report. What does that mean and what are you looking for?

Comm. Nye recommended that the committee google and look at the Center of Positive Organization through Ross Business School.

11:26 a.m. Public Input - None

Motion by Farrell, seconded by Taylor, to adjourn at 11:27 a.m. Next meeting is April 8, 2020 at 10:00 a.m.

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Rhonda Nye, Chair

Tammy Bowers, Chief Deputy Clerk

DRAFT

# County Administrator Report

Memo To: Board of Commission  
From: Mitchell D. Deisch, Administrator  
Date: April 8, 2020  
Subject: Administrator Update April 14, 2020 BOC Meeting

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**Executive Orders / COVID-19** - With the issuance of Executive Order (EO) 2020-4 Declaration of State of Emergency COVID-19 (C19) on March 10, 2020, Michigan Governor Gretchen Whitmer has signed approximately 35 EO with the latest one EO 2020-39 on April 9, 2020 regarding temporary relief from restrictions regarding emergency medical services. I am tracking and reading each EO as they come out. Numerous EO do not directly relate to County government but are important to the overall Benzie County community. The attached hyperlink will take you directly to all the EO signed by Governor Whitmer. [https://www.michigan.gov/whitmer/0,9309,7-387-90499\\_90705---,00.html](https://www.michigan.gov/whitmer/0,9309,7-387-90499_90705---,00.html)

**Representative Jack O'Malley Letter to Governor Gretchen Whitmer** – Attached is a letter form 101<sup>st</sup> Representative Jack O'Malley to Governor Whitmer requesting that there be additional restrictions on Michigan residents as follows:

1. Require residents to select one primary residency, rather than allowing them to continue to travel between their principal residency and non-principal residency.
2. Restrict recreational travel to 50 miles from your principal residency.
3. Consider rental homes the same of hotels, only available for essential critical infrastructure workers.

**Video Conferencing Committee Meetings** – In order to continue to move forward with Committees that I am directly involved with, I am exploring the option of holding video meetings so that we can continue to meet and move forward. The costs for using these video conferencing platforms are either free or under \$20/month for a subscription. As an example, on Wednesday April 8, 2020 at 5:30pm, the Benzie County Economic Development Broadband Subcommittee has scheduled a Zoom meeting hosted by a subcommittee member. As this pandemic continues to interrupt normal operations, we need to explore alternatives to continue to move projects forward.

**General Legal Services RFP /RFQ**– This past week I reached out to all of the attorney firms that were directly contacted to respond to the Benzie County General Legal Services RFP/RFQ, informing them that in light of all that is occurring with the C19 pandemic that I was still moving forward with the submission deadline of Friday April 17, 2020. In addition to the direct contact, an ad was also placed in the Benzie County Record Patriot on March 18 and 25, 2020. Just a reminder that Commissioner Jeannot and County Clerk Dawn Olney are assisting with the Attorney RFP/RFQ process. Based upon the need for continued social distancing, we might need to look at video conferencing for interviews which were initially scheduled for the week of April 20<sup>th</sup>. My request to the firms was that flexibility would be the key. I have heard back from numerous firms that are planning on submitting a response.

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APR 08 2020

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617





101ST DISTRICT  
STATE CAPITOL  
P.O. BOX 30014  
LANSING, MI 48909-7514

MICHIGAN HOUSE OF REPRESENTATIVES

**JACK O'MALLEY**  
STATE REPRESENTATIVE

PHONE: (517) 373-0825  
FAX: (517) 373-9461  
JackOMalley@house.mi.gov  
www.RepOmalley.com

Governor Gretchen Whitmer

April 2, 2020

P.O Box 30013  
Lansing, MI 48909

Dear Governor Whitmer,

Well, we are certainly finding ourselves in incredibly difficult times. I greatly appreciate all you have done to help Michigan citizens stay safe, and I know that we can - and will - continue to fight through this. As discussions progress on how best to mitigate the spread of coronavirus, I wanted to share with you some concerns from my district.

Northern Michigan is without a doubt, a recreation-based economy. We love encouraging folks to travel and spend time here, but we are living under very different circumstances now. I do not mean any disrespect to anyone, but there are hotbeds for the coronavirus in our State and others, and my constituents are quite nervous about it moving closer to home. Everyone is rightly concerned about the possibility of overwhelmed health care systems. The north is no exception and we deal with a much smaller system than larger regions. This adds to the concern.

Given this, I would like to make three suggestions for your consideration under your emergency powers:

1. Mandate people pick a residence and stay there. We have no problem with people coming to their other/secondary homes, but we are seeing people come up for the weekend and then leave only to return the following weekend. Once a residence is decided upon, I believe they should self-quarantine for 14 days and then stay within that local area until things slow down.
2. Recreate within a 50-mile radius (or a reasonable other distance) of your home. We have had cases of people traveling well over 150 miles to fish. Now, I certainly don't want to discourage people from getting outside and enjoying some fresh air, but I just ask that they do it reasonably close to home rather than risk tracking the virus across the state.
3. Put rental homes in the same category as hotels and made only available for those who are deemed essential. Allowing people to stay the weekend in a rental property only further exacerbates the problem and flies in the face of your stay-at-home order.

Thank you for taking the time to read these suggestions. I look forward to your continued partnership with the Legislature in mitigating this horrible crisis.

Best,

Jack O'Malley  
State Representative  
101<sup>st</sup> District

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APR 08 2020

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

Memo to: Board of Commission

From: Mitchell D. Deisch, Administrator

Date: April 8, 2020

Subject: MAC question regarding Layoffs /Furloughed Employees (C19)

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This past week MAC sent out an e-mail regarding if Counties were issuing any layoffs or furloughing employees due to COVID-19 (C19) issues. The e-mail was received was as follows:

County Board Chairs/Administrators,

**MAC wishes to know the following as soon as possible:**

1. Has your county instituted any employee layoffs?
2. If so, how many employees?
3. If you have not done layoffs, have you instituted any furloughs?
4. If so, how many and for how long?

Our labor attorney defined furlough as a temporary with the expectation that they will return to work. Usually the employee retains health insurance and accruals during the furlough. Layoffs traditionally are not for a specific temporary time period like a furlough and typically the employee does not maintain their benefits.

As of today, the responses from the counties are as follows.

Muskegon	No Layoffs /No Furloughed Employees
Mecosta	No Layoffs /No Furloughed Employees
Marquette	No Layoffs /No Furloughed Employees. Starting discussions.
Emmett	No Layoffs /No Furloughed Employees
Montcalm	No Layoffs /No Furloughed Employees
Oceana	Nothing yet, working with Departments and Courts to identify positions
Genesee	Nothing yet, working with Departments to identify positions
Manistee	No Layoffs /No Furloughed Employees
Ionia	Will be reviewing at the next BOC meeting
Lenawee	25 Commission on Aging layoffs / No Furloughs
Delta	No Layoffs /No Furloughed Employees
Houghton	No Layoffs /No Furloughed Employees
Berrien	No Layoffs /No Furloughed Employees
Antrim	No Layoffs / 7 Furloughed employees (6 COA and 1 Custodian)
Gogebic	No Layoffs /No Furloughed Employees
St. Clair	No Layoffs /No Furloughed Employees
Sanilac	Developing furlough plan, retirement buy out plan and hiring freeze
Charlevoix	No Layoffs /No Furloughed Employees
Calhoun	No Layoffs /No Furloughed Employees
Missaukee	No Layoffs /No Furloughed Employees
Otsego	No Layoffs /No Furloughed Employees, reviewing after 4/30/2020
Lake	No Layoffs /No Furloughed Employees, considering reducing hours 40-35
St. Joseph	No Layoffs /No Furloughed Employees
Newaygo	No Layoffs /No Furloughed Employees
Alpena	No Layoffs / furloughed 12 employees on 4/7/2020
Cheboygan	No Layoffs /No Furloughed Employees, reviewing after 4/30/2020
Bay	No Layoffs /No Furloughed Employees
Wexford	No Layoffs /No Furloughed Employees, discussing at 4/14/2020 BOC mtg.

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DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

Van Buren	No Layoffs / Considering furloughs, working with departments to identify
Allegan	No Layoffs /No Furloughed Employees
Grand Traverse	No Layoffs /No Furloughed Employees
Jackson	No Layoffs /No Furloughed Employees, likely to lay off 200 out of 700 employees, depending on what Governor does
Cass	Considering both Layoffs and Furloughs
Huron	No Layoffs /No Furloughed Employees
Menomonee	No Layoffs /No Furloughed Employees
Gladwin	No Layoffs /No Furloughed Employees
Leelanau	No Layoffs /No Furloughed Employees
Kalkaska	No Layoffs /No Furloughed Employees
Macomb	No Layoffs /No Furloughed Employees
Alcona	No Layoffs /No Furloughed Employees
Hillsdale	No Layoffs /No Furloughed Employees
Livingston	No Layoffs /No Furloughed Employees
Dickson	No Layoffs /No Furloughed Employees
Washtenaw	No Layoffs /No Furloughed Employees
Clare	No Layoffs /No Furloughed Employees
Midland	No Layoffs /No Furloughed Employees, looking at potential furloughs if extended past April 2020.
Iron	No Layoffs /No Furloughed Employees
Kent	No Layoffs /No Furloughed Employees
Tuscola	No Layoffs /No Furloughed Employees
Gratiot	Looking at all options with BOC
Ottawa	No Layoffs /No Furloughed Employees
Ingham	No Layoffs /No Furloughed Employees

# Finance Report



**BILLS TO BE APPROVED April 14, 2020**

Motion to approve Vouchers in the amount of:

\$	242,713.40	General Fund (101)
\$	90,986.56	Jail Fund (213)
\$	116,633.79	Ambulance Fund & ALS (214)
\$	31,790.22	Funds 105-238
\$	3,997.23	ACO Fund (247)
\$	13,139.48	Building (249)
\$	15,348.19	Dispatch 911 Fund (261)
\$	124,440.61	Funds 239-292
\$	1,484,259.49	Funds 293-640
\$	35,147.04	701 Fund
\$	-	Trust and Agency Funds & MSU Trust and Agency Fund (702-771)
<hr/>		
\$	2,158,456.01	

## Payables March 12, 2020 to April 2, 2020

[illegible]

310-Gov't Cir Addition-Debt  
315-Benzie Leelanau Health  
321-Jail Bond  
371-Jail Bldg Debt Millage  
425-Equipment Replace

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 101 BOARD OF COMMISSIONERS							
101-101-727.00	OFFICE SUPPLIES	VISA=MITCHELL DEISCH	OFFICE SUPPLIES/REGISTRATIONS	0892	04/02/20	22.97	76123
101-101-860.00	TRAVEL	FARELL, LINDA	TRAVEL	022920	03/12/20	43.13	75904
101-101-860.00	TRAVEL	SAUER, GARY	GAS REIMBURSEMENT FROM 3/6/20	022920	03/12/20	40.20	75946
101-101-860.00	TRAVEL	ROELOFS, ROBERT	JANUARY/FEBRUARY MILEAGE	MILEAGE	03/19/20	213.90	76003
101-101-860.00	TRAVEL	WARBECKE, EVAN	FEBRUARY MILEAGE	MILEAGE	03/19/20	47.73	76017
101-101-860.00	TRAVEL	TAYLOR, SHERY	MILEAGE MARCH	032620	03/26/20	18.63	76060
101-101-860.00	TRAVEL	SAUER, GARY	MILEAGE MARCH 2020	033120	04/02/20	130.53	76110
101-101-860.00	TRAVEL	VISA=MITCHELL DEISCH	OFFICE SUPPLIES/REGISTRATIONS	0892	04/02/20	40.00	76123
101-101-900.00	PRINTING & PUBLISHING	JEANNOT, ART	MILEAGE MARCH 2020	033120	04/09/20	31.05	76164
101-101-900.00	PRINTING & PUBLISHING	PIONEER GROUP	BOC/ELECTION	43100200	03/12/20	432.25	75936
101-101-900.00	PRINTING & PUBLISHING	PIONEER GROUP	LEGAL SERVICES RFP	00050670	04/09/20	90.30	76179
101-101-955.00	CONVENTIONS & MEETINGS	PIONEER GROUP	BOC MEETING & PUBLIC HRG	43100200	04/09/20	70.95	76180
		VISA=MITCHELL DEISCH	OFFICE SUPPLIES/REGISTRATIONS	0892	04/02/20	65.50	76123
Total For Dept 101 BOARD OF COMMISSIONERS						1,247.14	
Dept 131 CIRCUIT COURT							
101-131-702.00	CIR CT JUDGE	MANISTEE COUNTY - ADM	SAHRED EXPENSES FEBRUARY	022920	03/12/20	1,524.13	75922
101-131-702.03	CIR CT ADMIN SAL	MANISTEE COUNTY - ADM	SAHRED EXPENSES FEBRUARY	022920	03/12/20	1,880.55	75922
101-131-704.00	WAGES-COURT REPORTER	MANISTEE COUNTY - ADM	SAHRED EXPENSES FEBRUARY	022920	03/12/20	1,817.51	75922
101-131-704.01	WAGES - ADR CLERK	MANISTEE COUNTY - ADM	SAHRED EXPENSES FEBRUARY	022920	03/12/20	1,364.35	75922
101-131-704.02	WAGES-CLERICAL ASSISTANT	MANISTEE COUNTY - ADM	SAHRED EXPENSES FEBRUARY	022920	03/12/20	1,053.00	75922
101-131-725.00	WAGES - RESEARCH ATTORNE	MANISTEE COUNTY - ADM	SAHRED EXPENSES FEBRUARY	022920	03/12/20	1,760.62	75922
101-131-727.00	COST OF FRINGE BENEFITS	MANISTEE COUNTY - ADM	SAHRED EXPENSES FEBRUARY	022920	03/12/20	5,466.63	75922
101-131-802.00	OFFICE SUPPLIES	MANISTEE COUNTY	SAHRED EXPENSES	022920	03/19/20	19.98	75991
101-131-805.00	TRANSCRIPTS	MANISTEE COUNTY - ADM	SAHRED EXPENSES FEBRUARY	022920	03/12/20	394.30	75922
101-131-805.00	DISTRICT CT APPOINTED AT	DAVID G. GRUNST PC	COURT APPOINTED ATTORNEY JANUARY &	11305	03/12/20	916.21	75901
101-131-805.00	DISTRICT CT APPOINTED AT	MCDONALD, PATRICK	COURT APPOINTED ATTORNEY	030220	03/12/20	1,827.95	75923
101-131-805.00	DISTRICT CT APPOINTED AT	SPILLAN, JOHN	COURT APPOINTED ATTORNEY FEBRUARY	022920	03/19/20	1,218.45	76005
101-131-813.00	DISTRICT CT APPOINTED AT	NORTH POINTE LEGAL, P	COURT APPOINTED ATTORNEY-JANUARY	013120	03/12/20	3,555.00	76055
101-131-813.00	PROBATION EXPENSES	WELLS FARGO VENDOR, FI	PROBATION/PAROLE COPIER	5009222571	03/12/20	67.52	75965
101-131-860.00	TRAVEL	JACKPINE BUSINESS CEN	ENVELOPES	452384-0	03/26/20	12.97	76048
101-131-860.00	TRAVEL	HEINS, PATRICIA	MILEAGE & MEALS FEBRUARY	022720	03/12/20	132.30	75940
101-131-860.00	TRAVEL	QUAGLIA, VINCENT	MILEAGE JANUARY - MARCH	031720	03/19/20	117.30	75984
101-131-962.00	JIS RELATED COSTS	MANISTEE COUNTY - ADM	COURT REPORTER MILEAGE & MEALS	031720	03/12/20	171.40	76058
101-131-967.00	PROJECT EXPENSES - DRUG	SAHRED EXPENSES FEBRUARY	022920	03/12/20	638.08	75922	75905
101-131-967.00	PROJECT EXPENSES - DRUG	DRUG COURT COORDINATOR WEEK ENDING	030620	03/12/20	307.80	75905	75983
101-131-967.00	PROJECT EXPENSES - DRUG	FELICE J. KELLEY-WARE	DRUG COURT COORDINATOR WEEK ENDING	031320	03/19/20	307.80	75983
101-131-967.00	PROJECT EXPENSES - DRUG	FELICE J. KELLEY-WARE	DRUG COURT COORDINATOR 15 HRS WEEK	032020	03/26/20	307.80	76040
101-131-967.00	PROJECT EXPENSES - DRUG	FELICE J. KELLEY-WARE	DRUG COURT COORDINATOR WEEK ENDING	032720	04/02/20	307.80	76091
101-131-967.00	PROJECT EXPENSES - DRUG	FELICE J. KELLEY-WARE	DRUG COURT COORDINATOR WEEK ENDING	040320	04/09/20	307.80	76151
101-131-970.00	EQUIPMENT	MANISTEE COUNTY	SHARED EXPENSES	022920	03/19/20	389.96	75991
Total For Dept 131 CIRCUIT COURT						25,867.21	
Dept 136 DISTRICT COURT							
101-136-702.07	SPECIAL JUDGE	BRUNNER, THOMAS N	JUDGE BY ASSIGNMENT #19-375-SM	DP258	04/02/20	37.15	76075
101-136-727.00	OFFICE SUPPLIES	VISA=KIM NOWAK	OFFICE SUPPLIES/BUSINESS CARDS	DP236	03/12/20	66.60	75962
101-136-727.00	OFFICE SUPPLIES	MCCARDEL WATER CONDIT	7 WATERS/DELIVERY FEE	517287	04/02/20	52.25	76100
101-136-727.00	OFFICE SUPPLIES	MCCARDEL WATER CONDIT	APRIL COOLER RENTAL	68-3241	04/02/20	9.00	76101
101-136-727.00	OFFICE SUPPLIES	OFFICE DEPOT	INK/PENS/MARKERS/EASTNER FOLDERS/T	458694463001	04/02/20	191.92	76104
101-136-805.10	PROBATE CT APPOINTED AT	SMITH & JOHNSON	P CLARK / C JESTILA	131173 & 131175	04/02/20	401.98	76112
101-136-806.00	SCREENING FEES	NORTHERN CLINICAL & D	C PORTER	DP239	03/12/20	175.00	75933
101-136-809.00	GUARDIAN AD LITEM	BAILEY LAW OFFICE PLL	A HOLTBREY	1094	04/02/20	75.00	76070
101-136-809.00	GUARDIAN AD LITEM	SMITH & JOHNSON	P CLARK / C JESTILA	131173 & 131175	04/02/20	313.02	76112

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
<b>Fund 101 GENERAL FUND</b>							
<b>Dept 136 DISTRICT COURT</b>							
101-136-809.00	GUARDIAN AD LITEM	SMITH & JOHNSON	SCHLACK	131171	04/02/20	100.00	76113
101-136-830.10	SERVICE CONTRACT	VISA-KIM NOWAK	STATEMENT (LATE FEES & INT)	DP255	04/02/20	61.27	76121
101-136-833.00	CELLULAR PHONES	VERIZON WIRELESS	CELL PHONES	9850396812	03/26/20	89.94	76063
101-136-900.00	PRINTING & PUBLISHING	I.C.I.E.	INFORMAL ESTATE PROCEEDINGS IN MIC	DP238	03/12/20	170.10	75916
101-136-900.00	PRINTING & PUBLISHING	PIONEER GROUP	M JONES PUBLICATION	DP237	03/12/20	93.80	75937
101-136-900.00	PRINTING & PUBLISHING	VISA-KIM NOWAK	OFFICE SUPPLIES/BUSINESS CARDS	DP236	03/12/20	32.86	75962
101-136-900.00	PRINTING & PUBLISHING	THOMSON REUTERS - WES	SUBSCRIPTION: MI RULES OF COURT 20	842002714	03/19/20	676.00	76010
101-136-956.20	EXAMINATIONS-DEV DISABLE	CENTRA WELLNESS NETWO	A HOLFREY	19288	03/12/20	350.00	75898
101-136-970.00	EQUIPMENT	MANISTEE COUNTY - ADM	SAHRED EXPENSES FEBRUARY	022920	03/12/20	448.28	75922
Total For Dept 136 DISTRICT COURT						3,344.17	
<b>Dept 141 FRIEND OF THE COURT</b>							
101-141-964.10	REIMBURSEMENT TO MANISTEE	MANISTEE COUNTY FOC	SHARED EXPENSES JANUARY	013120	03/26/20	9,820.66	76051
101-141-964.10	REIMBURSEMENT TO MANISTEE	MANISTEE COUNTY FOC	SHARED EXPENSES FEBRUARY 2020	022820	04/09/20	7,470.97	76170
Total For Dept 141 FRIEND OF THE COURT						17,291.63	
<b>Dept 142 JUVENILE DIVISION</b>							
101-142-704.01	SALARY-DIRECTOR OF YOUTH	MANISTEE COUNTY - ADM	SAHRED EXPENSES FEBRUARY	022920	03/12/20	2,225.33	75922
101-142-727.00	OFFICE SUPPLIES	UNIFI EQUIPMENT FINAN	COPIER LEASE	562302	03/19/20	78.15	76014
101-142-727.00	OFFICE SUPPLIES	ROBINSON, KELLIE	REIM FOR MILEAGE, INCENTIVES	MARCH	04/02/20	27.54	76109
101-142-860.00	TRAVEL	CAMERON CLARK	MILEAGE AND PHONE REIM	MARCH 31	04/02/20	751.02	76076
101-142-930.00	EQUIPMENT REPAIR	PURE WATER WORKS	WATER COOLER	20-2370,335631,	04/09/20	58.66	76185
Total For Dept 142 JUVENILE DIVISION						3,140.70	
<b>Dept 172 ADMINISTRATOR</b>							
101-172-727.00	OFFICE SUPPLIES	VISA-MITCHELL DEISCH	OFFICE SUPPLIES/REGISTRATIONS	0892	04/02/20	23.09	76123
101-172-860.00	TRAVEL	DEISCH, MITCH	MILEAGE ALLOWANCE	APRIL	04/02/20	300.00	76086
101-172-955.00	CONVENTIONS & MEETINGS	VISA=MITCHELL DEISCH	OFFICE SUPPLIES/REGISTRATIONS	0892	04/02/20	65.50	76123
Total For Dept 172 ADMINISTRATOR						388.59	
<b>Dept 215 COUNTY CLERK</b>							
101-215-807.00	JURY BOARD FEES	BOWERS, JEAN	JURY BOARD PER DIEM	3/16/2020	03/19/20	35.00	75975
101-215-807.00	JURY BOARD FEES	BOWERS, JEAN	JURY BOARD MILEAGE	3/16/2020	03/19/20	1.15	75975
101-215-807.00	JURY BOARD FEES	MICK, JANICE	JURY BOARD PER DIEM	3/16/2020	03/19/20	35.00	75994
101-215-807.00	JURY BOARD FEES	MICK, JANICE	JURY BOARD MILEAGE	3/16/2020	03/19/20	8.05	75994
101-215-970.20	EQUIPMENT - CAPITAL	TEAM FINANCIAL GROUP,	COPILER LEASE	40027957	03/19/20	120.97	76006
Total For Dept 215 COUNTY CLERK						200.17	
<b>Dept 253 COUNTY TREASURER</b>							
101-253-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	OFFICE SUPPLIES	452204-0	03/12/20	29.27	75917
101-253-860.00	TRAVEL	THOMPSON, MICHELLE	MILEAGE FOR FEBRUARY 2020	022920	03/12/20	90.10	75955
Total For Dept 253 COUNTY TREASURER						119.37	
<b>Dept 261 MSU EXTENSION</b>							
101-261-703.04	WAGES-PART TIME SECRETAR	MICHIGAN STATE UNIVER	MSU SECRETARY WAGES/FRINGE	020120	03/19/20	461.82	75993
101-261-730.00	POSTAGE	BENZIE COUNTY CLERK	MSU POSTAGE FEBRUARY 2020	POSTAGE	03/19/20	1.00	75971
101-261-800.00	CONTRACTED SERVICES	MSUE BUSINESS OFFICE	WORK PLAN PAYMENT (APRIL-JUNE)	3 BENZIE 2020	03/19/20	10,560.75	75996
Total For Dept 261 MSU EXTENSION						11,023.57	
<b>Dept 262 ELECTIONS</b>							
101-262-721.00	PER DIEM	BANCROFT, LAURA	BOARD OF CANVASSERS PER DIEM	03/12/2020	03/19/20	35.00	75969
101-262-721.00	PER DIEM	MICK, JANICE	BOARD OF CANVASSERS PER DIEM	03/12/2020	03/19/20	35.00	75994
101-262-721.00	PER DIEM	PETE BROWN	BOARD OF CANVASSERS PER DIEM	03/12/2020	03/19/20	35.00	75999
101-262-721.00	PER DIEM	OLNEY, DAWN	CANVAAS PRESIDENTIAL PRIMARY	031020	03/26/20	35.00	76057



GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 262 ELECTIONS							
101-262-727.00	OFFICE SUPPLIES - BALLOT	PIONEER GROUP	BOC/ELECTION	43100200	03/12/20	1,500.00	75936
101-262-727.00	OFFICE SUPPLIES - BALLOT	SPECTRUM PRINTERS INC	BALLOTS	62619	03/12/20	6,620.07	75951
101-262-727.00	OFFICE SUPPLIES - BALLOT	SPECTRUM PRINTERS INC	TEST DECKS	62743	03/12/20	975.00	75952
101-262-727.00	OFFICE SUPPLIES - BALLOT	THUMB DRIVE - PROGRAMMING	19-48428		04/09/20	15.66	76149
101-262-860.00	TRAVEL	BANCROFT, LAURA	BOARD OF CANVASSERS MILEAGE	03/12/2020	03/19/20	10.35	75969
101-262-860.00	TRAVEL	MICK, JANICE	BOARD OF CANVASSERS MILEAGE	03/12/2020	03/19/20	8.05	75994
101-262-860.00	TRAVEL	PETE BROWN	BOARD OF CANVASSERS MILEAGE	03/12/2020	03/19/20	5.75	75999
Total For Dept 262 ELECTIONS						9,274.88	
Dept 265 BUILDING & GROUNDS							
101-265-750.00	MAINTENANCE SUPPLIES	KSS ENTERPRISES	CLEANING SUPPLIES	1212208-1	03/19/20	124.66	75989
101-265-750.00	MAINTENANCE SUPPLIES	KSS ENTERPRISES	PAPER PRODUCTS/WIPES	1212208	03/19/20	201.77	75989
101-265-750.00	MAINTENANCE SUPPLIES	NUGENT ACE HARDWARE	BATTERIES, CLEANER	168840	03/26/20	55.94	76056
101-265-750.00	MAINTENANCE SUPPLIES	SHOP AND SAVE	SOAP DISPENSERS	032020	03/26/20	17.45	76059
101-265-750.00	MAINTENANCE SUPPLIES	KSS ENTERPRISES	PAPER PRODUCTS	1216837	04/09/20	209.31	76167
101-265-750.00	MAINTENANCE SUPPLIES	NUGENT ACE HARDWARE	MAILBOX POST	168867	04/09/20	33.99	76177
101-265-800.00	CONTRACTED SERVICES	TKS SECURITY	MAILBOX POST	168968	04/09/20	33.99	76177
101-265-800.00	CONTRACTED SERVICES	GOTTSCHALK CLEANING S	BUILDING SECURITY SOFTWARE UPDATE	13375	04/02/20	340.00	76119
101-265-800.00	CONTRACTED SERVICES	STATE OF MICHIGAN	JANITORIAL SERVICE MARCH	931	04/09/20	3,200.00	76156
101-265-820.00	CONTRACTED SERVICES	BENZIE COUNTY ROAD CO	ELEVATOR CERTIFICATE OF OPERATION	106577	04/09/20	180.00	76193
101-265-820.00	SNOW REMOVAL	AMERICAN WASTE	SNOW REMOVAL FEBRUARY	5262	03/12/20	140.12	75890
101-265-850.00	TELEPHONE	PTS	WASTE DISPOSAL MARCH	3550619	03/12/20	190.00	75883
101-265-850.00	TELEPHONE	GOVERNMENT CENTER PAY PHONE MARCH	2039562	03/12/20	03/12/20	50.00	75939
101-265-850.00	TELEPHONE	TELENET WORLDWIDE	GOVERNMENT CENTER PRI	189712	03/19/20	557.14	76007
101-265-853.00	CELLULAR PHONES	PTS	GOVERNMENT CENTER PAY PHONE	2041645	04/09/20	50.00	76184
101-265-923.00	FUEL - NATURAL GAS	VERIZON WIRELESS	CELL PHONES	9850396812	03/26/20	134.91	76063
101-265-924.00	ELECTRIC	DTE ENERGY	FEB/MAR GAS CHARGES	9100 209 3120 0	03/26/20	985.10	76037
101-265-935.00	BUILDING REPAIRS	CONSUMERS ENERGY	GOVERNMENT CENTER ELECTRIC FEB/MAR	207145744654	03/19/20	5,148.52	75978
		TOP LINE ELECTRIC, LL	CAT 6 SHIELDED WIRING FOR COURT PO	13465	03/12/20	642.43	75959
Total For Dept 265 BUILDING & GROUNDS						12,295.33	
Dept 266 LEGAL & CONTRACTED SERVICES							
101-266-810.00	LEGAL FEES	COHL, STOKER, TOSKEY, RETAINER	51202		03/19/20	1,833.34	75977
101-266-810.00	LEGAL FEES	COHL, STOKER, TOSKEY, NON RETAINER SERVICES FEBRUARY	51201		03/19/20	638.92	75977
101-266-810.00	LEGAL FEES	CUMMINGS, MCCLOREY, D	309769		03/26/20	1,757.40	76033
101-266-810.00	LEGAL FEES	FIGURA, RICHARD	LEGAL SERVICES	BC-693	04/09/20	1,421.00	76152
101-266-815.00	AUDITORS	ANDERSON, TACKMAN & C	FINAL BILLING FOR SEPT 2019 AUDIT	124852	03/12/20	2,522.51	75885
101-266-815.20	ADMINISTRATION FEES - MA	MANISTEE COUNTY - ADM	SAHRED EXPENSES FEBRUARY	022920	03/12/20	1,166.67	75922
Total For Dept 266 LEGAL & CONTRACTED SERVICES						9,339.84	
Dept 267 PROSECUTING ATTORNEY							
101-267-727.00	OFFICE SUPPLIES	VISA=SARA SWANSON	ZOOM 14213530	ZOOM	04/09/20	15.89	76202
101-267-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELL PHONES	9850396812	03/26/20	44.97	76063
101-267-860.01	TRAVEL (VA)	KAREN MALLON	VICTIM ADVOCATE TRAINING 3-2-2020	VA TRAINING EXP	03/12/20	138.00	75918
101-267-901.00	RESOURCE MATERIALS	REXL INC. DBA LEXISNE	10001YXR2 BC-PA	3092495441	03/12/20	88.00	75942
101-267-901.00	RESOURCE MATERIALS	THOMSON REUTERS-WEST	MI RULES OF COURT STATE V.I 2020	203785244	03/12/20	394.20	75956
101-267-901.00	RESOURCE MATERIALS	AMANDA M O'BRIEN	MIEHLKE TRIAL TRANSCRIPT	19-326-SM TRANS	04/09/20	71.75	76129
101-267-901.00	RESOURCE MATERIALS	REXL INC. DBA LEXISNE	MARCH 2020	3092584613	04/09/20	88.00	76186
101-267-955.00	CONVENTIONS & MEETINGS	VISA=SARA SWANSON	PROSECUTOR STAFF DEVELOPMENT CONFE	140709	03/12/20	40.00	75964
Total For Dept 267 PROSECUTING ATTORNEY						880.81	
Dept 268 REGISTER OF DEEDS							
101-268-727.00	OFFICE SUPPLIES	BISSELL, AMY	MILEAGE TO LANSING FOR CONFERENCE	3/10/2020	03/12/20	7.75	75893

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Fund 101 GENERAL FUND							
Dept 268 REGISTER OF DEEDS	OFFICE SUPPLIES	BISSELL, AMY	DROP BOX	3/31/2020	04/02/20	127.19	76074
101-268-727.00	CONTRACTED SERVICES - LA	FIDLIAR TECHNOLOGIES I	LAREDO USAGE FEE FOR FEBRUARY 2020	0224671-IN	03/26/20	996.64	76041
101-268-800.00	TRAVEL	BISSELL, AMY	MILEAGE TO LANSING FOR CONFERENCE	3/10/2020	03/12/20	205.85	75893
101-268-860.00	CONVENTIONS & MEETINGS	VISA=AMY BISSELL	HOTEL FEE FOR WARD CONFERENCE 3/8/	3/10/2020	03/12/20	89.25	75961
101-268-955.00							
Total For Dept 268 REGISTER OF DEEDS							
						1,426.68	
Dept 275 DRAIN COMMISSION							
101-275-819.00	CONTRACT SERVICE - LAKE	DIXON, CRAIG	MONTHLY CONTRACTED SERVICES FOR DA	APRIL	04/02/20	333.33	76088
Total For Dept 275 DRAIN COMMISSION							
						333.33	
Dept 285 CENTRAL SERVICES							
101-285-727.10	PAPER SUPPLIES	OFFICE DEPOT	COPY PAPER	453468774001	03/19/20	1,599.60	75997
101-285-730.00	POSTAGE	RESERVE ACCOUNT	POSTAGE FOR METER	46789160	03/19/20	2,500.00	76001
101-285-730.00	POSTAGE	PITNEY BOWES	POSTAGE METER TAPES & INK	1015311233	04/02/20	226.06	76107
101-285-730.00	POSTAGE	PITNEY BOWES	POSTAGE METER RENTAL 1/30/2020 TO	3310997165	04/09/20	471.99	76181
101-285-940.20	EQUIPMENT LEASE	TEAM FINANCIAL GROUP,	PROSECUTOR COPIER PMT	40023293	03/12/20	122.00	75953
101-285-940.20	EQUIPMENT LEASE	TEAM FINANCIAL GROUP,	ADMINISTRATION COPIER	40020703	03/12/20	106.80	75953
101-285-940.20	EQUIPMENT LEASE	TEAM FINANCIAL GROUP,	EQUALIZATION COPIER	40020522	03/12/20	279.35	75953
101-285-940.20	EQUIPMENT LEASE	TEAM FINANCIAL GROUP,	ADMINISTRATION COPIER	40020703	04/09/20	106.80	76196
101-285-940.20	EQUIPMENT LEASE	TEAM FINANCIAL GROUP,	PROSECUTOR COPIER	40023293	04/09/20	122.00	76196
101-285-940.20	EQUIPMENT LEASE	TEAM FINANCIAL GROUP,	EQUALIZATION COPIER	40020522	04/09/20	279.35	76196
Total For Dept 285 CENTRAL SERVICES							
						5,813.95	
Dept 286 TECHNOLOGY SUPPORT							
101-286-963.00	COMPUTER SUPPORT	I.T. RIGHT	MONTHLY SUPPORT FOR MARCH 27, 2020	20162949	04/02/20	1,669.92	76094
101-286-970.00	EQUIPMENT	I.T. RIGHT	ADMIN COMPUTER AND LABOR FOR INSTA	20163739	04/02/20	780.00	76094
Total For Dept 286 TECHNOLOGY SUPPORT							
						2,449.92	
Dept 301 SHERIFF							
101-301-727.00	OFFICE SUPPLIES	PIONEER GROUP	ANNUAL SUBSCRIPT BCSO	0021041 2020 AN	04/29/20	46.80	76179
101-301-727.00	OFFICE SUPPLIES	VISA=TROY LAMERSON	OFF SUP INTEL T&s	03302020 - LAME	04/24/20	22.00	76205
101-301-748.00	GAS, OIL & GREASE	XPRESS LUBE	F150 OC	49752	03/12/20	66.56	75966
101-301-748.00	GAS, OIL & GREASE	WEX BANK	BCSO FUEL 02/16 TO 03/15/2020	64415110	04/06/20	190.56	76019
101-301-748.00	GAS, OIL & GREASE	XPRESS LUBE	14-4 OC	49929	03/26/20	50.90	76065
101-301-749.00	VEHICLE REPAIRS	HEIGES PERFORMANCE, I	15 JOURNEY PADS, ROTORS CALIPERS	012988	03/26/20	730.76	76044
101-301-751.00	UNIFORMS	AMAZON CAPITAL SERVIC	WEAVER BOOTS	1C79-RRYC-7DLY	04/23/20	159.95	76022
101-301-752.10	DRY CLEANERS	ROBBIE'S DRY CLEANERS	DRY CLNG MAR 2020	2647	04/30/20	9.00	76187
101-301-800.00	CONTRACTED SERVICES	ID NETWORKS, INC.	ANN FEE RMS/MFR 04012020 TO 033120	275907	04/11/20	1,350.00	76047
101-301-800.00	CONTRACTED SERVICES	I.T. RIGHT	MONTHLY SUPPORT FOR MARCH 27, 2020	20162949	04/02/20	498.05	76094
101-301-835.10	BLOOD RESTITUTIONS	LOU'S GLOVES	GLOVES FOR SHERIFF DEPUTIES	033690	04/10/20	156.10	75990
101-301-850.00	TELEPHONE	VERIZON WIRELESS	CELL PHONES MARCH	9850396814	03/26/20	387.33	76063
101-301-850.00	TELEPHONE	VERIZON WIRELESS	CELL PHONES	9850396812	03/26/20	49.97	76063
101-301-850.00	TELEPHONE	CHARTER COMMUNICATION	PHONE MARCH 2020	03302020 ROSA	04/07/20	44.83	76080
101-301-850.00	TELEPHONE	VISA=ROSA KYLE	PHONE/EQUIP	03302020 ROSA	04/24/20	0.99	76201
101-301-970.06	EQUIPMENT - COMPUTERS	AMAZON CAPITAL SERVIC	COMPUTER EQUIP	1C79-RRYC-HLM6	04/24/20	107.75	76022
101-301-970.06	EQUIPMENT - COMPUTERS	VISA=ROSA KYLE	PHONE/EQUIP	03302020 ROSA	04/24/20	91.09	76201
Total For Dept 301 SHERIFF							
						3,962.64	
Dept 333 SECONDARY ROAD PATROL							
101-333-725.00	FRINGE BENEFITS	DEARBORN LIFE INSURAN	STD, LTD, LIFE, AD & D FOR APRIL 2	APRIL 2020	03/12/20	38.95	75903
101-333-725.00	FRINGE BENEFITS	BLUE CARE NETWORK	EMPLOYEE BCN INSURANCE FOR APRIL 2	APRIL 2020	03/26/20	1,197.14	76026
101-333-725.00	FRINGE BENEFITS	44 NORTH	COBRA ADMINISTRATIVE FEE - MARCH 2	200404	04/02/20	22.90	76066
101-333-725.00	FRINGE BENEFITS	44 NORTH	MARCH 2020 VISION COVERAGE FOR EMP	200404	04/02/20	25.88	76066

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Fund 101 GENERAL FUND							
Dept 333 SECONDARY ROAD PATROL							
101-333-725.00	FRINGE BENEFITS	DELTA DENTAL PLAN OF	APRIL 2020 DENTAL INSURANCE FOR EM	RIS0002721098	04/02/20	120.61	76087
101-333-727.00	OFFICE SUPPLIES	LOU'S GLOVES	GLOVES FOR SHERIFF DEPUTIES	033690	04/10/20	76.00	75990
Total For Dept 333 SECONDARY ROAD PATROL						1,481.48	
Dept 334 ZERO TOLERANCE, BAILIFF							
101-334-729.10	SUPPLIES - CHEMICAL	LOU'S GLOVES	GLOVES FOR SHERIFF DEPUTIES	033690	04/10/20	76.00	75990
Total For Dept 334 ZERO TOLERANCE, BAILIFF						76.00	
Dept 426 EMERGENCY MANAGEMENT							
101-426-725.00	FRINGE BENEFITS	DEARBORN LIFE INSURAN	STD, LTD, LIFE, AD & D FOR APRIL 2	APRIL 2020	03/12/20	22.30	75903
101-426-725.00	FRINGE BENEFITS	BLUE CARE NETWORK	EMPLOYEE BCN INSURANCE FOR APRIL 2	APRIL 2020	03/26/20	478.86	76026
101-426-725.00	FRINGE BENEFITS	44 NORTH	COBRA ADMINISTRATIVE FEE - MARCH 2	200404	04/02/20	9.20	76066
101-426-725.00	FRINGE BENEFITS	44 NORTH	MARCH 2020 VISION COVERAGE FOR EMP	200404	04/02/20	7.22	76066
101-426-725.00	FRINGE BENEFITS	DELTA DENTAL PLAN OF	APRIL 2020 DENTAL INSURANCE FOR EM	RIS0002721098	04/02/20	35.66	76087
101-426-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	PRINTER INK X4	452808-0	04/09/20	335.76	76162
101-426-850.00	TELEPHONE	VERIZON WIRELESS	CELL PHONES	9850396813	03/26/20	44.97	76063
101-426-860.00	TRAVEL	HUBBERS, REBECCA	FEBRUARY AND MARCH MILEAGE R. HUBE	04/08/20	04/09/20	398.48	76159
101-426-957.00	MISCELLANEOUS	BENZIE SENIOR RESOURC	SENIOR EXPO REGISTRATION	03/09/2020	03/12/20	25.00	75892
101-426-957.00	MISCELLANEOUS	CHARTER COMMUNICATION	EMERGENCY MANAGEMENT CABLE TV	0010110031320	04/02/20	101.00	76081
101-426-970.00	EQUIPMENT	COAST TO COAST SOLUTI	COLORING BAGS FOR EM PUBLIC OUTREA	IYC0095728	03/19/20	167.98	75976
101-426-970.00	EQUIPMENT	VISA=RHUBERS	EMERGENCY MANAGEMENT VISA CHARGES	0975	03/19/20	63.59	76016
101-426-970.00	EQUIPMENT	COAST TO COAST SOLUTI	100 BE PREPARED BOOKS FOR PUBLIC	IYC0095728	04/02/20	167.98	76083
Total For Dept 426 EMERGENCY MANAGEMENT						1,858.00	
Dept 601 HEALTH DEPARTMENT							
101-601-836.00	APPROPRIATIONS	BENZIE LELIANAU HEALT	3RD QTR FY 2019/2020 APPROPRIATION	3132020	03/19/20	59,925.50	75974
Total For Dept 601 HEALTH DEPARTMENT						59,925.50	
Dept 648 MEDICAL EXAMINER							
101-648-800.00	CONTRACTED SERVICES	MANISTEE COUNTY - ADM	SAHRED EXPENSES FEBRUARY	022920	03/12/20	2,005.39	75922
101-648-835.00	LAB FEES	CYPATH INSTITUTE, INC	EXAMINATION FEE	8161	03/19/20	740.00	75980
101-648-835.00	LAB FEES	PAUL OLIVER MEMORIAL	AUTOPSY X-RAYS	2225	03/19/20	3,210.30	75998
101-648-959.00	FORENSIC AUTOPSIES	GOSLINOSKI, LOIS R. D	AUTOPSY MARCH 2020	033120	04/02/20	1,200.00	76093
101-648-970.00	EQUIPMENT- MEDICAL EXAMI	HEALTHCARE WASTE MANA	MEDICAL WASTE SERVICE FEBRUARY	13144	03/12/20	420.00	75913
101-648-970.00	EQUIPMENT- MEDICAL EXAMI	TRINITY FLUIDS	EXAM GLOVES	8045	03/19/20	95.97	76013
101-648-970.00	EQUIPMENT- MEDICAL EXAMI	TRINITY FLUIDS	GLOVES/GOWNS	8064	03/26/20	211.45	76062
Total For Dept 648 MEDICAL EXAMINER						7,883.11	
Dept 751 PARKS & RECREATION DEPARTMENT							
101-751-800.00	CONTRACTED SERVICES	NETWORKS NORTHWEST	BENZIE COUNTY RECREATION & CULTURA	9882	03/12/20	3,500.00	75928
101-751-800.00	CONTRACTED SERVICES	SRP DESIGN STUDIO	LANDSCAPE DESIGN SERVICES-CRYSTAL	20-16	04/09/20	820.25	76191
Total For Dept 751 PARKS & RECREATION DEPARTMENT						4,320.25	
Dept 851 INSURANCE & BONDS							
101-851-725.06	LIFE INSURANCE	DEARBORN LIFE INSURAN	STD, LTD, LIFE, AD & D FOR APRIL 2	APRIL 2020	03/12/20	232.52	75903
Total For Dept 851 INSURANCE & BONDS						232.52	
Dept 852 MEDICAL INSURANCE							
101-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	EMPLOYEE BCN INSURANCE FOR APRIL 2	APRIL 2020	03/26/20	40,383.43	76026
101-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CROSS BLUE SHIEL	BCS INSURANCE FOR APRIL 2020	APRIL 2020	03/26/20	1,206.09	76027
101-852-717.00	MEDICAL/DENTAL/VISION IN	44 NORTH	MARCH 2020 VISION COVERAGE FOR EMP	200404	04/02/20	905.74	76066
101-852-717.00	MEDICAL/DENTAL/VISION IN	CONQUEST, JEFF	RETIREE HEALTH SUPPLEMENT BENEFIT	APRIL	04/02/20	175.00	76084
101-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	APRIL 2020 DENTAL INSURANCE FOR EM	RIS0002721098	04/02/20	3,877.96	76087
101-852-717.00	MEDICAL/DENTAL/VISION IN	KOSIBOSKI, JEFFREY	RETIREE HEALTH SUPPLEMENT BENEFIT	APRIL	04/02/20	175.00	76096

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Fund 101 GENERAL FUND							
Dept 852 MEDICAL INSURANCE	MEDICAL/DENTAL/VISION IN	TUCKER, DAVID	MONTHLY RETIREE HEALTHCARE SUPPLEM	APRIL 022920	04/02/20	175.00	76120
101-852-717.00	MEDICAL INSURANCE TO MAN	MANISTEE COUNTY - ADM	SAHRED EXPENSES FEBRUARY	022920	03/12/20	1,401.93	75922
101-852-717.01	SHORT/LONG TERM DISABILI	DEARBORN LIFE INSURAN	STD, LTD, LIFE, AD & D FOR APRIL 2	APRIL 2020	03/12/20	1,186.74	75903
101-852-800.00	CONTRACTED SERVICES - CA	44 NORTH	COBRA ADMINISTRATIVE FEE - MARCH 2	200404	04/02/20	908.60	76066
101-852-874.00	MEDICAL INSURANCE - RET	44 NORTH	MARCH 2020 VISION COVERAGE FOR EMP	200404	04/02/20	44.41	76066
101-852-874.00	MEDICAL INSURANCE - RET	DELTA DENTAL PLAN OF	APRIL 2020 DENTAL INSURANCE FOR EM	RIS0002721098	04/02/20	110.61	76087
Total For Dept 852 MEDICAL INSURANCE							50,550.51
Dept 871 WORKERS COMPENSATION INSURANCE							
101-871-828.00	WORKERS COMP INSURANCE	MICHIGAN COUNTIES WOR	2020 2ND QUARTER INSTALLMENT	120-725	04/02/20	7,986.10	76102
Total For Dept 871 WORKERS COMPENSATION INSURANCE							7,986.10
Total For Fund 101 GENERAL FUND							242,713.40
Fund 205 TNT OFFICER MILLAGE FUND							
Dept 000							
205-000-725.00	FRINGE BENEFITS	DEARBORN LIFE INSURAN	STD, LTD, LIFE, AD & D FOR APRIL 2	APRIL 2020	03/12/20	40.50	75903
205-000-725.00	FRINGE BENEFITS	BLUE CARE NETWORK	EMPLOYEE BCN INSURANCE FOR APRIL 2	APRIL 2020	03/26/20	1,197.14	76066
205-000-725.00	FRINGE BENEFITS	44 NORTH	COBRA ADMINISTRATIVE FEE - MARCH 2	200404	04/02/20	22.90	76066
205-000-725.00	FRINGE BENEFITS	44 NORTH	MARCH 2020 VISION COVERAGE FOR EMP	200404	04/02/20	25.88	76066
205-000-725.00	FRINGE BENEFITS	DELTA DENTAL PLAN OF	APRIL 2020 DENTAL INSURANCE FOR EM	RIS0002721098	04/02/20	120.61	76087
205-000-748.00	GAS, OIL & GREASE	WEX BANK	BCSO FUEL 02/16 TO 03/15/2020	64415110	04/06/20	83.71	76019
205-000-840.00	INTELL/INVESTIGATIONS	PH&S PRODUCTS	BLUE FENTANYL/HEROIN BARRIER	0012434-IN	03/12/20	18.40	75934
205-000-840.00	INTELL/INVESTIGATIONS	AMAZON CAPITAL SERVIC	EVIDENCE COLLECTION BOXES	IDNM-CRT4-KFRY	04/22/20	44.24	76022
205-000-840.00	INTELL/INVESTIGATIONS	GRAND TRAVERSE COUNTY	TNT OPERATING EXPENSES 2019/2020 F	TNT-2020-02	05/31/20	2,000.00	76042
205-000-840.00	INTELL/INVESTIGATIONS	NUCENT ACE HARDWARE	TAPE	03252020 1444	04/24/20	39.96	76103
205-000-840.00	INTELL/INVESTIGATIONS	TRANSUNION RISK & ALT	MARCH 2020 INTELL	039561-202003-1	05/15/20	50.00	76197
205-000-840.00	INTELL/INVESTIGATIONS	VISA=TED SCHEDEL	INTELL/OFF SUPP/K9/UNIF	03302020 7419	04/24/20	70.00	76203
205-000-840.00	INTELL/INVESTIGATIONS	VISA=TROY LAMERSON	OFF SUP INTEL T&S	03302020 - LAME	04/24/20	54.00	76205
205-000-970.00	EQUIPMENT	AMAZON CAPITAL SERVIC	EVIDENCE SEALS AND TAPE	177P-HUX3-74QR	04/05/20	16.65	75882
205-000-970.00	EQUIPMENT	LOU'S GLOVES	GLOVES FOR SHERIFF DEPUTIES	033690	04/10/20	147.90	75990
Total For Dept 000							3,931.89
Dept 871 WORKERS COMPENSATION INSURANCE							
205-871-828.00	INSURANCE & BONDS	MICHIGAN COUNTIES WOR	2020 2ND QUARTER INSTALLMENT	120-725	04/02/20	527.17	76102
Total For Dept 871 WORKERS COMPENSATION INSURANCE							527.17
Total For Fund 205 TNT OFFICER MILLAGE FUND							4,459.06
Fund 206 SHERIFF'S K-9 FUND							
Dept 000							
206-000-967.00	PROJECT EXPENSES	PLATTE LAKE VETERINAR	REXO WELLNESS EXAM	291084	03/15/20	225.57	75938
206-000-967.00	PROJECT EXPENSES	PLATTE LAKE VETERINAR	APOQUEL 100 PILLS K9	291330	04/15/20	189.00	76182
206-000-967.00	PROJECT EXPENSES	VISA=TED SCHEDEL	INTELL/OFF SUPP/K9/UNIF	03302020 7419	04/24/20	42.99	76203
Total For Dept 000							457.56
Total For Fund 206 SHERIFF'S K-9 FUND							457.56
Fund 209 SCHOOL RESOURCE OFFICER							
Dept 000							
209-000-725.00	FRINGE BENEFITS	DEARBORN LIFE INSURAN	STD, LTD, LIFE, AD & D FOR APRIL 2	APRIL 2020	03/12/20	43.62	75903
209-000-725.00	FRINGE BENEFITS	BLUE CARE NETWORK	EMPLOYEE BCN INSURANCE FOR APRIL 2	APRIL 2020	03/26/20	399.03	76066
209-000-725.00	FRINGE BENEFITS	44 NORTH	COBRA ADMINISTRATIVE FEE - MARCH 2	200404	04/02/20	18.40	76066
209-000-725.00	FRINGE BENEFITS	44 NORTH	MARCH 2020 VISION COVERAGE FOR EMP	200404	04/02/20	9.99	76066



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Fund 209 SCHOOL RESOURCE OFFICER							
Dept 000							
209-000-725.00	FRINGE BENEFITS	DELTA DENTAL PLAN OF	APRIL 2020 DENTAL INSURANCE FOR EM	RI500027121098	04/02/20	36.87	76087
209-000-749.00	VEHICLE REPAIRS	HEIGES PERFORMANCE, I	17-1 F&R BRAKE PADS AND ROTORS	012986	03/26/20	513.64	76044
209-000-940.00	LEASED PATROL & SHERIFF	HONOR BANK	NOTE PAYMENT-SHO VEHICLE	400003696	03/12/20	7,476.69	75915
			Total For Dept 000			8,498.24	
Dept 871 WORKERS COMPENSATION INSURANCE							
209-871-828.00	INSURANCE & BONDS	MICHIGAN COUNTIES WOR	2020 2ND QUARTER INSTALLMENT	120-725	04/02/20	410.00	76102
			Total For Dept 871 WORKERS COMPENSATION INSURANC			410.00	
			Total For Fund 209 SCHOOL RESOURCE OFFICER			8,908.24	
Fund 213 JAIL OPERATIONS FUND							
Dept 265 BUILDING & GROUNDS							
213-265-783.00	EQUIP. SERVICES & SUPPLI	CENTRAL CLEANING SYST	DISINFECTING WIPES	34999	04/01/20	105.00	76030
213-265-783.00	EQUIP. SERVICES & SUPPLI	PH&S PRODUCTS	GLOVES	0012521-IN	04/12/20	1,432.00	76106
213-265-783.00	EQUIP. SERVICES & SUPPLI	KSS ENTERPRISES	DISINFET WIPES/HAND SANITZR	1219571	05/06/20	68.90	76167
213-265-784.00	GARBAGE PICK-UP	AMERICAN WASTE	MAR 20 GARBAGE PU JAIL	3551875	03/31/20	100.00	75883
213-265-923.00	FUEL - NATURAL GAS	DTE ENERGY	NAT GAS FEB/MAR 2020	910020929204 BC	04/06/20	1,189.49	76035
213-265-924.00	ELECTRIC	CONSUMERS ENERGY	ENERGY BILL 02/07 TO 03/09/2020	207145744886	04/01/20	2,968.68	75978
213-265-935.00	JAIL REPAIRS	KERBY'S BACKHOE SERV	DRAIN CLEANING CARPORT	2936	03/12/20	200.00	75919
213-265-935.00	JAIL REPAIRS	TOP LINE ELECTRIC, LL	L&M INSTALL EMS CABLES & JACK	13466	04/05/20	122.83	75959
213-265-935.00	JAIL REPAIRS	MOORE MECHANICAL	JAIL FAUCET REPAIR	66276	03/19/20	368.00	75995
213-265-935.00	JAIL REPAIRS	HURST MECHANICAL	AAON UNIT 6 GAS VALVE	S34333	04/17/20	268.88	76045
213-265-935.00	JAIL REPAIRS	HURST MECHANICAL	INSTALL JACE AND UPDATE CONTROLS	17491	04/19/20	20,387.00	76045
213-265-935.00	JAIL REPAIRS	PLAMONDON SALES & SER	WASTE KING DISPOSAL REPAIR	AF129419	04/16/20	403.23	76108
			Total For Dept 265 BUILDING & GROUNDS			27,614.01	
Dept 351 JAIL - CORRECTIONS							
213-351-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVIC	EVIDENCE SEALS AND TAPE	177P-HUX3-74QR	04/05/20	11.38	75882
213-351-727.00	OFFICE SUPPLIES	BENZIE COUNTY SHERIFF	PETTY CASH 0210 TO 03132020	03132020 PETTY	03/19/20	52.13	75972
213-351-727.00	OFFICE SUPPLIES	ID NETWORKS, INC.	5 PACK KIT LIVESCAN SUPPLIES	275900	03/16/20	175.00	75985
213-351-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVIC	PAINT PENS	1RNT-7HNY-MHYM	04/16/20	8.79	76022
213-351-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVIC	ID PRINTER INK	1P76-VMM-6JRL	05/01/20	126.95	76130
213-351-727.00	OFFICE SUPPLIES	VISA=DAN SMITH	OFF SUP /EQUIP	03302020 SMITH	04/24/20	225.16	76200
213-351-740.00	FOOD SUPPLIES	VISA=TED SCHEMDEL	INTELL/OFF SUPE/K9/UNIF	03302020 7419	04/24/20	312.27	76203
213-351-740.00	FOOD SUPPLIES	CANTEEN SERVICES	FEB 2020 MEALS	95693	03/31/20	8,652.16	75896
213-351-740.00	FOOD SUPPLIES	CANTEEN SERVICES	MAR 2020 FOOD SUPPLIES	95693	04/20/20	6,795.36	76141
213-351-748.00	GAS, OIL & GREASE	WEX BANK	BCSO FUEL 02/16 TO 03/15/2020	64415110	04/06/20	39.16	76019
213-351-751.00	UNIFORMS	AMAZON CAPITAL SERVIC	UNIFORMS - JAIL	1HT7-NTRK-JHK1	07/17/20	66.74	76022
213-351-751.00	UNIFORMS	AMAZON CAPITAL SERVIC	JAIL UNIFORM PANTS	17HY-3K93X7H6	04/24/20	404.94	76069
213-351-751.00	UNIFORMS	AMAZON CAPITAL SERVIC	PANTS - JAIL UNIFORMS - WILHOIT	1NFG-YKYP-11VL	05/01/20	269.96	76130
213-351-751.00	UNIFORMS	VISA=TED SCHEMDEL	INTELL/OFF SUPE/K9/UNIF	03302020 7419	04/24/20	615.17	76203
213-351-752.10	DRY CLEANERS	ROBBIE'S DRY CLEANERS	DRY CLNG MAR 2020	2647	04/30/20	173.75	76187
213-351-834.00	PRISONER MEDICAL - BENZI	ALL ACCESS CARE PLIC	JAN 2020 MEDICATION AND SUPPLIES O	IN47845	03/12/20	927.30	75881
213-351-834.00	PRISONER MEDICAL - BENZI	MEDICAL DIAGNOSTIC SE	DELTE XRAY DOS 02222020	BEN022920MI	03/20/20	80.00	75924
213-351-834.00	PRISONER MEDICAL - BENZI	ALL ACCESS CARE PLIC	FEB 2020 MEDICAL JAIL	IN47934	04/01/20	10,209.37	76021
213-351-834.00	PRISONER MEDICAL - BENZI	CORRECTIONAL RECOVERY	IASSECKI 07292019	100033503	03/31/20	123.85	76032
213-351-834.00	PRISONER MEDICAL - BENZI	ALL ACCESS CARE PLIC	MAR MEDICAL JAIL	IN47940	04/02/20	9,825.14	76127
213-351-940.20	EQUIPMENT LEASE - COPIER	BENZIE COUNTY SHERIFF	PETTY CASH 0210 TO 03132020	03132020 PETTY	03/19/20	130.00	75972
213-351-956.00	EMPLOYEE PHYSICALS	TEAM FINANCIAL GROUP,	BCSO COPIER CONTRACT	00027955	04/19/20	461.25	76118
213-351-956.00	EMPLOYEE PHYSICALS	THE WALK IN CLINIC	APARICO PRE EMPLOY PHYS	239132	03/26/20	57.00	76008
213-351-961.00	TRAINING & SCHOOLS	MANAGEMENT & BEHAVIOR	PREEMPLOY EVAL	APARICO 0313202	03/30/20	875.00	76050
		WEST SHORE COMMUNITY	63788 COR ACADEMY WILHOIT	11767	03/26/20	1,386.00	76064

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Fund 213 JAIL OPERATIONS FUND							
Dept 351 JAIL - CORRECTIONS	COMPUTER EQUIPMENT	I.T. RIGHT	MONTHLY SUPPORT FOR MARCH 27, 2020	20162949	04/02/20	908.20	76094
213-351-963.00	EQUIPMENT	CENTRAL CLEANING SYST	SPRAYER/VITAXOXIDE	34992	03/26/20	862.50	76029
213-351-970.00	EQUIPMENT	VISA=DAN SMITH	OFF SUP /EQUIP	03302020 SMITH	04/24/20	53.95	76200
213-351-980.01	BIO-HAZARDS EQUIPMENT	PH&S PRODUCTS	GLOVES	0012521-IN	04/12/20	684.00	76106
Total For Dept 351 JAIL - CORRECTIONS						44,512.48	
Dept 851 INSURANCE & BONDS							
213-851-725.06	LIFE INSURANCE	DEARBORN LIFE INSURAN	STD, LTD, LIFE, AD & D FOR APRIL 2	APRIL 2020	03/12/20	76.00	75903
Total For Dept 851 INSURANCE & BONDS						76.00	
Dept 852 MEDICAL INSURANCE							
213-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	EMPLOYEE BCN INSURANCE FOR APRIL 2	APRIL 2020	03/26/20	12,450.23	76026
213-852-717.00	MEDICAL/DENTAL/VISION IN	44 NORTH	MARCH 2020 VISION COVERAGE FOR EMP	200404	04/02/20	228.57	76066
213-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	APRIL 2020 DENTAL INSURANCE FOR EM	RIS0002721098	04/02/20	1,048.23	76087
213-852-718.00	SHORT/LONG TERM DISABILI	DEARBORN LIFE INSURAN	STD, LTD, LIFE, AD & D FOR APRIL 2	APRIL 2020	03/12/20	528.48	75903
213-852-800.00	CONTRACTED SERVICES - CA	44 NORTH	COBRA ADMINISTRATIVE FEE - MARCH 2	200404	04/02/20	267.15	76066
Total For Dept 852 MEDICAL INSURANCE						14,522.66	
Dept 871 WORKERS COMPENSATION INSURANCE							
213-871-828.00	WORKERS COMP INSURANCE	MICHIGAN COUNTIES WOR	2020 2ND QUARTER INSTALLMENT	120-725	04/02/20	4,261.41	76102
Total For Dept 871 WORKERS COMPENSATION INSURANC						4,261.41	
Fund 214 EMERGENCY MEDICAL SERVICES (EMS) FUND							
214-265-750.00	MAINTENANCE SUPPLIES	AMERICAN WASTE	2020 TRASH SERVICE	3556820	03/12/20	252.00	75883
214-265-750.00	MAINTENANCE SUPPLIES	FRANKFORT HARDWARE	CAR WASH AND BROOM FOR ST 3	03256671	03/12/20	20.98	75908
214-265-750.00	MAINTENANCE SUPPLIES	MI PEST	BALANCE DUE ON INVOICE 14539	14539	03/19/20	10.00	75992
214-265-750.00	MAINTENANCE SUPPLIES	MI PEST		15582	03/26/20	60.00	76052
214-265-750.00	MAINTENANCE SUPPLIES	NUGENT ACE HARDWARE	BROOM AND FLOOR REGISTER COVER FOR	168829	03/26/20	28.98	76056
214-265-750.00	MAINTENANCE SUPPLIES	FRANKFORT HARDWARE	32932 33270	32852	04/09/20	86.89	76153
214-265-750.00	MAINTENANCE SUPPLIES	KSS ENTERPRISES	PAPER TOWELS	1209099	04/09/20	95.65	76167
214-265-850.01	MAINTENANCE SUPPLIES	MCCARDEL WATER CONDIT	ROCK SALT	68-3246	04/09/20	81.35	76171
214-265-850.01	INTERNET SERVICE	SPECTRUM HEALTH HOSPI	CABLE, PHONE, INTERNET, STATION 3	0016011030120	03/12/20	257.64	75950
214-265-850.01	INTERNET SERVICE	DIRECT TV	ST 2 TV	3725531963	03/26/20	2.76	76034
214-265-850.01	INTERNET SERVICE	CENTURYLINK	INTERNET SERVICE	404669354	04/02/20	302.17	76078
214-265-853.00	INTERNET SERVICE	CHARTER COMMUNICATION	ST 3 CABLE, PHONE, INTERNET	0016011040120	04/09/20	515.28	76143
214-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELL PHONES	9849555534	03/12/20	53.51	75960
214-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELL PHONES	9850396812	03/26/20	20.04	76063
214-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELL PHONES	9850396813	03/26/20	93.12	76063
214-265-922.00	WATER & SEWER	CITY OF FRANKFORT	WATER AND SEWER	3-27-20	03/26/20	60.99	76031
214-265-923.00	FUEL - PROPANE GAS	FUEL - PROPANE GAS	NATURAL GAS 225 PARK AVE	910020929022	03/26/20	120.92	76036
214-265-923.00	FUEL - PROPANE GAS	FUEL - PROPANE GAS	NATURAL GAS 227 PINE LANE	9100 209 3107	03/26/20	170.84	76038
214-265-924.00	ELECTRIC	DTE ENERGY	1901 N TWILIE RD	9200 059 5461	03/26/20	1,541.07	76039
214-265-924.00	ELECTRIC	CHEERYLAND ELECTRIC	ST 2 ELECTRIC	3-28-20	03/12/20	163.06	75899
214-265-924.00	ELECTRIC	CONSUMERS ENERGY	STATION 3 GARAGE ELECTRIC	100013543937	03/12/20	84.22	75900
214-265-924.00	ELECTRIC	CONSUMERS ENERGY	STATION 3 ELECTRIC	100013543556	03/12/20	122.63	75900
214-265-935.00	BUILDING REPAIRS	GRAND TRAVERSE CARPET	208145	208144	04/09/20	509.90	76157
Total For Dept 265 BUILDING & GROUNDS						4,654.00	
Dept 655 ADVANCED LIFE SUPPORT (ALS)							
214-655-727.00	OFFICE SUPPLIES	TEAM FINANCIAL GROUP,	PRINTER LEASE	40019080	04/02/20	198.34	76118

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Fund 214 EMERGENCY MEDICAL SERVICES (EMS) FUND							
Dept 655 ADVANCED LIFE SUPPORT (ALS)							
214-655-727.00	OFFICE SUPPLIES	VISA-THOMAS KING	VISA BILL	3/16/20	190.67	76204	
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	83548827	83548828	03/26/20	156.55	76028
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	MED SUPPLIES	83548828	03/26/20	528.10	76028
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	MED SUPPLIES	83550817	03/26/20	2,595.69	76028
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	MED SUPPLIES	83556390	03/26/20	236.00	76028
214-655-735.00	MEDICAL SUPPLIES	MUNSON MEDICAL CENTER	PHARMACY BILL	2-29-2020	780.00	76053	
214-655-735.00	MEDICAL SUPPLIES	SHAGGY'S COPPER COUNT	MEDICAL FACE SHIELDS	WEBS182	04/09/20	1,360.00	76125
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	MED SUPPLIES	83569362	04/09/20	84.50	76140
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	MED SUPPLIES	83566640	04/09/20	64.90	76140
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	MED SUPPLIES	83558941	04/09/20	268.50	76140
214-655-735.00	MEDICAL SUPPLIES	NUGENT ACE HARDWARE	SAFETY GLASSES	168897	04/09/20	33.97	76177
214-655-735.00	MEDICAL SUPPLIES	SHOP AND SAVE	HAND SANITIZER	28485	04/09/20	11.10	76189
214-655-735.10	MEDICAL SUPPLIES - GAS	AIRGAS	OXYGEN	9968609081	03/12/20	72.01	75880
214-655-735.10	MEDICAL SUPPLIES - GAS	AIRGAS	OXYGEN	9968609082	03/12/20	24.22	75880
214-655-735.10	MEDICAL SUPPLIES - GAS	AIRGAS	OXYGEN INVOICE 9969365610	9969365609	04/09/20	79.73	76126
214-655-748.00	GAS, OIL & GREASE	BENZIE TRANSPORTATION	T62 OIL SERVICE	3634	03/26/20	95.80	76025
214-655-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	FUEL MARCH 2020	1299	04/09/20	1,469.10	76133
214-655-749.00	VEHICLE REPAIRS	WEX BANK	SHELL BILL	64412541	04/09/20	620.05	76207
214-655-749.00	VEHICLE REPAIRS	BENZIE TRANSPORTATION	A21 BRAKES	2390	04/09/20	131.47	76135
214-655-749.00	VEHICLE REPAIRS	BILL MARSH AUTOMOTIVE	E62 ELECTRICAL ISSUE	1054536	04/09/20	139.30	76138
214-655-749.00	VEHICLE REPAIRS	EMERGENCY VEHICLES PL	BUMPER DIAMOND PLATE FOR A21	002043	04/09/20	80.92	76150
214-655-751.00	UNIFORMS	TELE-RAD, INC.	JACKET FOR DELZIO AND KARAFI, STRO	896892	03/12/20	415.96	75954
214-655-751.00	UNIFORMS	TELE-RAD, INC.	AARON HUBERS JACKET	896895	03/12/20	103.99	75954
214-655-751.00	UNIFORMS	BAY SUPPLY & MARKETIN	EMBROIDERY	59218	03/26/20	84.00	76023
214-655-751.00	UNIFORMS	TELE-RAD, INC.	KENT ADAMS SHIRTS	897127	03/26/20	143.96	76061
214-655-751.00	UNIFORMS	TELE-RAD, INC.	TIM G JACKET	897111	03/26/20	103.99	76061
214-655-751.00	UNIFORMS	TELE-RAD, INC.	DELZIO JACKET	897114	03/26/20	103.99	76061
214-655-751.00	UNIFORMS	TELE-RAD, INC.	LENNY JACKET	897113	03/26/20	103.99	76061
214-655-800.01	CONTRACTED SERVICES - BI	NORTH FLIGHT, INC.	BILLING SERVICE	BEND0220	03/26/20	3,087.50	76054
214-655-820.00	QA ASSESSMENTS	MICHIGAN DEPARTMENT O	QUALITY ASSURANCE ASSESSMENT	491-374198	03/12/20	1,376.85	75925
214-655-855.00	RADIO MAINTENANCE/EQUIP	GRAND TRAVERSE MOBILE	PAGER REPAIR	53530	03/26/20	13.59	76043
214-655-900.00	PRINTING & PUBLISHING	MUNSON HOME MEDICAL E	REFUSAL FORMS	830816	04/09/20	78.75	76176
214-655-963.00	COMPUTER SUPPORT	I.T. RIGHT	MONTHLY SUPPORT FOR MARCH 27, 2020	20162949	04/02/20	87.89	76094
214-655-970.00	EQUIPMENT	STRYKER FLEX FINANCIA	MONITOR PAYMENT	168845	04/02/20	3,945.51	76117
214-655-970.01	EQUIPMENT- AMBULANCE	SANTANDER LEASING LLC	A21 FINAL PAYMENT (AMBULANCE PAYME	2452695	03/12/20	66,418.99	75945
			Total For Dept 655 ADVANCED LIFE SUPPORT (ALS)			85,289.88	
Dept 851 INSURANCE & BONDS							
214-851-725.06	LIFE INSURANCE	DEARBORN LIFE INSURAN	STD, LTD, LIFE, AD & D FOR APRIL 2	APRIL 2020	03/12/20	76.00	75903
			Total For Dept 851 INSURANCE & BONDS			76.00	
Dept 852 MEDICAL INSURANCE							
214-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	EMPLOYEE BCN INSURANCE FOR APRIL 2	APRIL 2020	03/26/20	14,206.02	76026
214-852-717.00	MEDICAL/DENTAL/VISION IN	44 NORTH	MARCH 2020 VISION COVERAGE FOR EMP	200404	04/02/20	201.24	76066
214-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	APRIL 2020 DENTAL INSURANCE FOR EM	RIS0002721098	04/02/20	1,434.51	76087
214-852-718.00	SHORT/LONG TERM DISABILI	DEARBORN LIFE INSURAN	STD, LTD, LIFE, AD & D FOR APRIL 2	APRIL 2020	03/12/20	439.59	75903
214-852-800.00	CONTRACTED SERVICES - CA	44 NORTH	COBRA ADMINISTRATIVE FEE - MARCH 2	200404	04/02/20	274.65	76066
			Total For Dept 852 MEDICAL INSURANCE			16,556.01	
Dept 871 WORKERS COMPENSATION INSURANCE							
214-871-828.00	INSURANCE & BONDS	MICHIGAN COUNTIES WOR	2020 2ND QUARTER INSTALLMENT	120-725	04/02/20	10,057.90	76102
			Total For Dept 871 WORKERS COMPENSATION INSURANC			10,057.90	

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Fund 214 EMERGENCY MEDICAL SERVICES (EMS) FUND							
Fund 216 SEASONAL ROAD PATROL FUND			Total For Fund 214 EMERGENCY MEDICAL SERVICES (E	116,633.79			
Dept 871 WORKERS COMPENSATION INSURANCE							
216-871-828.00	INSURANCE & BONDS	MICHIGAN COUNTIES WOR	2020 2ND QUARTER INSTALLMENT 120-725		04/02/20	90.18	76102
			Total For Dept 871 WORKERS COMPENSATION INSURANC			90.18	
			Total For Fund 216 SEASONAL ROAD PATROL FUND			90.18	
Fund 217 SNOWMOBILE PATROL FUND							
Dept 871 WORKERS COMPENSATION INSURANCE			2020 2ND QUARTER INSTALLMENT 120-725		04/02/20	66.32	76102
217-871-828.00	INSURANCE & BONDS	MICHIGAN COUNTIES WOR	Total For Dept 871 WORKERS COMPENSATION INSURANC			66.32	
			Total For Fund 217 SNOWMOBILE PATROL FUND			66.32	
Fund 228 SOLID WASTE/RECYCLING FUND							
Dept 000							
228-000-800.00	CONTRACTED SERVICES	AMERICAN WASTE	RECYCLE SERVICES FEBRUARY 2020	3558075	03/12/20	14,531.90	75883
228-000-850.00	TELEPHONE	VERIZON WIRELESS	CELL PHONES	9850396812	03/26/20	44.97	76063
228-000-955.00	CONVENTIONS & DUES	MICHIGAN RECYCLING CO	MEMBERSHIP RENEWAL	3252	04/29/20	200.00	75926
228-000-963.00	COMPUTER SUPPORT	I.T. RIGHT	MONTHLY SUPPORT FOR MARCH 27, 2020	20162949	04/02/20	29.30	76094
			Total For Dept 000			14,806.17	
Dept 851 INSURANCE & BONDS							
228-851-725.06	LIFE INSURANCE	DEARBORN LIFE INSURAN	STD, LTD, LIFE, AD & D FOR APRIL 2 APRIL 2020		03/12/20	4.75	75903
			Total For Dept 851 INSURANCE & BONDS			4.75	
Dept 852 MEDICAL INSURANCE							
228-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	EMPLOYEE BCN INSURANCE FOR APRIL 2 APRIL 2020		03/26/20	399.04	76026
228-852-717.00	MEDICAL/DENTAL/VISION IN	44 NORTH	MARCH 2020 VISION COVERAGE FOR EMP 200404		04/02/20	9.99	76066
228-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	APRIL 2020 DENTAL INSURANCE FOR EM RIS0002721098		04/02/20	36.87	76087
228-852-718.00	SHORT/LONG TERM DISABILI	DEARBORN LIFE INSURAN	STD, LTD, LIFE, AD & D FOR APRIL 2 APRIL 2020		03/12/20	30.32	75903
228-852-800.00	CONTRACTED SRVS - CADILL	44 NORTH	COBRA ADMINISTRATIVE FEE - MARCH 2 200404		04/02/20	22.90	76066
			Total For Dept 852 MEDICAL INSURANCE			499.12	
Dept 871 WORKERS COMPENSATION INSURANCE							
228-871-828.00	WORKERS COMP INSURANCE	MICHIGAN COUNTIES WOR	2020 2ND QUARTER INSTALLMENT 120-725		04/02/20	498.82	76102
			Total For Dept 871 WORKERS COMPENSATION INSURANC			498.82	
			Total For Fund 228 SOLID WASTE/RECYCLING FUND			15,808.86	
Fund 231 SOIL EROSION (SESSC) FUND							
Dept 723 SOIL EROSION CONTROL							
231-723-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	PERMITS FEBRUARY 2020 2034		03/12/20	500.00	75887
			Total For Dept 723 SOIL EROSION CONTROL			500.00	
			Total For Fund 231 SOIL EROSION (SESSC) FUND			500.00	
Fund 245 REMONUMENTATION/SURVEY GRANT FUND							
Dept 000							
245-000-800.00	CONTRACTED SERVICES	CRYSTAL SURVEYING	WORK ON THE 2020 REMONUMENTATION P 030420		03/19/20	1,500.00	75979
			Total For Dept 000			1,500.00	
			Total For Fund 245 REMONUMENTATION/SURVEY GRANT			1,500.00	



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Fund 247 ANIMAL CONTROL FUND							
Dept 265 BUILDING & GROUNDS							
247-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELL PHONES	9850396812	03/26/20	99.94	76063
247-265-924.00	ELECTRIC & HEATING	CONSUMERS ENERGY	MARCH GAS BILL	205811710808	04/02/20	154.15	76085
247-265-924.00	ELECTRIC & HEATING	DTE ENERGY	MARCH ENERGY BILL	910020929329	04/02/20	166.50	76089
			Total For Dept 265 BUILDING & GROUNDS	420.59			
Dept 430 ANIMAL CONTROL							
247-430-727.00	OFFICE SUPPLIES	BENZIE, CRYSTAL & INT	SEPTIC PUMP	17510	04/02/20	275.00	76073
247-430-727.00	OFFICE SUPPLIES	VISA=KYLE MAURER	WORK BOOTS AC02/MOUSE TRAPS/HOSE A	0595	04/02/20	74.43	76122
247-430-835.20	VET & DRUG FEES	PLATE LAKE VETERINAR	9-20C NEUTER AND VACC/ 10-20C NEUT	290340	03/19/20	213.34	76000
247-430-835.30	LIVESTOCK EXPENSES	ROGER KNAPP	BOARDING/ FEED/TRIMS FOR SMITH HOR	03-2020	03/19/20	614.19	76004
247-430-945.20	DISPOSALS & BURIALS	AMERICAN WASTE	TRASH BILL FOR MARCH	3551956	03/19/20	16.00	75967
247-430-963.00	COMPUTER SUPPORT	I.T. RIGHT	MONTHLY SUPPORT FOR MARCH 27, 2020	20162949	04/02/20	87.89	76094
247-430-970.00	EQUIPMENT	VISA=KYLE MAURER	WORK BOOTS AC02/MOUSE TRAPS/HOSE A	0595	04/02/20	143.96	76122
			Total For Dept 430 ANIMAL CONTROL	1,424.81			
Dept 851 INSURANCE & BONDS							
247-851-725.06	LIFE INSURANCE	DEARBORN LIFE INSURAN	STD, LTD, LIFE, AD & D FOR APRIL 2	APRIL 2020	03/12/20	9.50	75903
			Total For Dept 851 INSURANCE & BONDS	9.50			
Dept 852 MEDICAL INSURANCE							
247-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	EMPLOYEE BCN INSURANCE FOR APRIL 2	APRIL 2020	03/26/20	1,596.18	76026
247-852-717.00	MEDICAL/DENTAL/VISION IN	44 NORTH	MARCH 2020 VISION COVERAGE FOR EMP	200404	04/02/20	35.87	76066
247-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	APRIL 2020 DENTAL INSURANCE FOR EM	RIS00002721098	04/02/20	157.48	76087
247-852-718.00	SHORT/LONG TERM DISABILI	DEARBORN LIFE INSURAN	STD, LTD, LIFE, AD & D FOR APRIL 2	APRIL 2020	03/12/20	54.61	75903
247-852-800.00	CONTRACTED SERVICES - CA	44 NORTH	COBRA ADMINISTRATIVE FEE - MARCH 2	200404	04/02/20	36.80	76066
			Total For Dept 852 MEDICAL INSURANCE	1,880.94			
Dept 871 WORKERS COMPENSATION INSURANCE							
247-871-828.00	WORKERS COMP INSURANCE	MICHIGAN COUNTIES WOR	2020 2ND QUARTER INSTALLMENT	120-725	04/02/20	261.39	76102
			Total For Dept 871 WORKERS COMPENSATION INSURANC	261.39			
Fund 249 BUILDING DEPARTMENT FUND							
Dept 371 BUILDING INSPECTOR							
249-371-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	PERMITS FEBRUARY 2020	2034	03/12/20	4,154.00	75887
249-371-955.10	DOES & REGISTRATIONS	INTERNATIONAL CODE CO	CODE COUNCIL DOES	3256812	03/19/20	135.00	75986
249-371-963.00	COMPUTER SUPPORT	I.T. RIGHT	MONTHLY SUPPORT FOR MARCH 27, 2020	20162949	04/02/20	146.48	76094
			Total For Dept 371 BUILDING INSPECTOR	4,435.48			
Dept 372 PLUMBING INSPECTOR							
249-372-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	PERMITS FEBRUARY 2020	2034	03/12/20	1,425.00	75887
			Total For Dept 372 PLUMBING INSPECTOR	1,425.00			
Dept 373 MECHANICAL INSPECTOR							
249-373-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	PERMITS FEBRUARY 2020	2034	03/12/20	3,495.00	75887
			Total For Dept 373 MECHANICAL INSPECTOR	3,495.00			
Dept 375 ELECTRICAL INSPECTOR							
249-375-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	PERMITS FEBRUARY 2020	2034	03/12/20	3,784.00	75887
			Total For Dept 375 ELECTRICAL INSPECTOR	3,784.00			
			Total For Fund 249 BUILDING DEPARTMENT FUND	13,139.48			

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Fund 256 REG OF DEEDS AUTOMATION FUND Dept 000	RECORD CONVERSIONS	FIDLAR TECHNOLOGIES I	BASTION SERVICES 2ND QUARTER 2020	0869224-IN	04/02/20	2,650.00	76041
256-000-800.00			Total For Dept 000			2,650.00	
			Total For Fund 256 REG OF DEEDS AUTOMATION FUND			2,650.00	
Fund 261 911 EMERGENCY SERVICE FUND Dept 325 DISPATCH/COMMUNICATION	911 MAINTENANCE CONTRACT	WESTTEL INTERNATIONAL	MONTHLY 911 MAINTENANCE MAY 2020	1420	04/02/20	938.00	76124
261-325-830.00			CELLULAR PHONES	9849471918	03/12/20	1,368.90	75960
261-325-853.00			COMPUTER SUPPORT	20163650	03/26/20	4,269.45	76046
261-325-963.00			MONTHLY SUPPORT FOR MARCH 27, 2020	20162949	04/02/20	322.27	76094
261-325-963.00			Total For Dept 325 DISPATCH/COMMUNICATION			6,898.62	
Dept 851 INSURANCE & BONDS 261-851-725.06	LIFE INSURANCE	DEARBORN LIFE INSURAN	STD, LTD, LIFE, AD & D FOR APRIL 2	APRIL 2020	03/12/20	45.13	75903
			Total For Dept 851 INSURANCE & BONDS			45.13	
Dept 852 MEDICAL INSURANCE 261-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	EMPLOYEE BCN INSURANCE FOR APRIL 2	APRIL 2020	03/26/20	6,624.15	76026
261-852-717.00			MARCH 2020 VISION COVERAGE FOR EMP	200404	04/02/20	101.94	76066
261-852-717.00			APRIL 2020 DENTAL INSURANCE FOR EM	RIS0002721098	04/02/20	972.89	76087
261-852-718.00			STD, LTD, LIFE, AD & D FOR APRIL 2	APRIL 2020	03/12/20	313.99	75903
261-852-800.00			COBRA ADMINISTRATIVE FEE - MARCH 2	200404	04/02/20	150.55	76066
			Total For Dept 852 MEDICAL INSURANCE			8,163.52	
Dept 871 WORKERS COMPENSATION INSURANCE 261-871-828.00	WORKERS COM INSURANCE	MICHIGAN COUNTIES WOR	2020 2ND QUARTER INSTALLMENT	120-725	04/02/20	240.92	76102
			Total For Dept 871 WORKERS COMPENSATION INSURANC			240.92	
Fund 262 DISPATCHER TRAINING FUND Dept 000	TRAINING & SCHOOLS	DAYTON POST	TRAVEL EXPENSE MILEAGE REIMBURSE -	03/09/2020	03/12/20	100.05	75902
262-000-961.00			PARTIAL YEAR - ADDITIONAL USER FEE	VA4933	03/19/20	34.50	76015
262-000-961.00			VISA CHARGES - RHUBERS 3/16/20 BIL	0975	03/19/20	1,182.67	76016
262-000-961.00			DUSTI ROUSH MILEAGE REIMBURSE - CT	04/01/2020	04/02/20	152.38	76090
262-000-961.00			MILES REIMBURSE FOR STATE FUNDED T	02/28/2020	04/09/20	117.76	76172
			Total For Dept 000			1,587.36	
Fund 265 JUSTICE TRAINING (302) FUND Dept 000	PROJECT EXPENSES	VISA=TROY LAMERSON	OFF SUP INTEL T&S	03302020 - LAME	04/24/20	237.48	76205
265-000-967.00			Total For Dept 000			237.48	
			Total For Fund 265 JUSTICE TRAINING (302) FUND			237.48	
Fund 269 LAW LIBRARY FUND Dept 000	RESOURCE MATERIALS	RELX INC. DBA LEXISNE	SUBSCRIPTION FEBRUARY	3092523353	03/12/20	572.00	75941
269-000-901.00			MANISTEE COUNTY	022920	03/19/20	96.80	75991
269-000-901.00			THOMSON REUTERS - WES	842006229	03/19/20	815.90	76009

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Fund 269 LAW LIBRARY FUND Dept 000							
			Total For Dept 000			1,484.70	
			Total For Fund 269 LAW LIBRARY FUND			1,484.70	
Fund 276 COMMISSION ON AGING MILLAGE FUND Dept 000							
			Total For Dept 000			92,325.00	
			Total For Fund 276 COMMISSION ON AGING MILLAGE F			92,325.00	
Fund 285 POINT BETSIE LIGHTHOUSE FUND Dept 806 2019 MCZM GRANT 285-806-800.00							
			PT. BETSIE ROAD END PARKING	55387	04/02/20	7,304.33	76092
			Total For Dept 806 2019 MCZM GRANT			7,304.33	
			Total For Fund 285 POINT BETSIE LIGHTHOUSE FUND			7,304.33	
Fund 292 CHILD CARE FUND Dept 000							
			SALARY - CASEWORKER	022920	03/12/20	4,150.97	75922
			FRINGE BENEFITS - JUVENI	022920	03/12/20	758.73	75922
			FRINGE BENEFITS - CASEWO	022920	03/12/20	2,029.19	75922
			CONTRACTED SERVICES	3/4/2020	03/12/20	7,800.00	75897
			CONTRACTED SVCS - VOL CO	APRIL	04/09/20	2,166.67	76166
			INDEPENDENT LIVING	OCTOBER	04/16/20	659.37	76142
			IN HOME CARE MISC.	APRIL	04/09/20	20.69	76166
			IN HOME CARE MISC.	412020T & 32202	04/09/20	490.00	76190
			TELEPHONE	MARCH 31	04/02/20	50.00	76076
			TRAVEL/GAS CARDS	7/7.17	04/02/20	76109	76109
			MENTORING/TUTORING	4/3	04/09/20	30.00	76145
			MENTORING/TUTORING	4/3/20	04/09/20	45.00	76169
			MENTORING/TUTORING	APRIL	04/09/20	405.00	76178
			INCENTIVES	MARCH	04/02/20	74.95	76109
			SUBSTANCE ABUSE COUNSELL	3/11/2020	03/12/20	94.00	75897
			Total For Dept 000			18,851.74	
			Total For Fund 292 CHILD CARE FUND			18,851.74	
Fund 293 VETERAN'S RELIEF FUND Dept 000							
			BAILEY, LAWRENCE	022820VA	03/12/20	35.00	75888
			BURCH, TYSON	022820VA	03/12/20	35.00	75895
			FENDER, GARY	022820VA	03/12/20	35.00	75906
			GIDDIS, KIRT	022820VA	03/12/20	35.00	75910
			KOWALSKI, ED	022820VA	03/12/20	35.00	75921
			ROELOFS, ROBERT	022820VA	03/12/20	35.00	75944
			SCHAEFER, DONALD E.	022820VA	03/12/20	35.00	75947
			WELLS FARGO VENDOR FI	3691931792	03/19/20	68.03	76018
			VISA=MICHELLE THOMPSO	031120	03/12/20	30.00	75963
			SAVE A LOT	040602	04/09/20	1,000.00	76188
			STAPLETONS	04062020	04/09/20	300.00	76192
			BAILEY, LAWRENCE	022820M	03/12/20	2.12	75888
			BURCH, TYSON	022820M	03/12/20	19.44	75895

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Fund 293 VETERAN'S RELIEF FUND							
Dept 000	TRAVEL	FENDER, GARY	MILEAGE FOR FEBRUARY 2020	022820M	03/12/20	3.45	75906
293-000-860.00	TRAVEL	GIDDIS, KIRT	MILEAGE FOR FEBRUARY 2020	022820M	03/12/20	18.29	75910
293-000-860.00	TRAVEL	KOWALSKI, ED	MILEAGE FOR FEBRUARY 2020	022820M	03/12/20	3.45	75921
293-000-860.00	TRAVEL	ROELOFS, ROBERT	MILEAGE FOR FEBRUARY 2020	022820M	03/12/20	24.15	75944
293-000-860.00	TRAVEL	SCHAEFER, DONALD E.	MILEAGE FOR FEBRUARY 2020	022820M	03/12/20	2.53	75947
Total For Dept 000							1,716.46
Total For Fund 293 VETERAN'S RELIEF FUND							1,716.46
Fund 296 JUVENILE JUSTICE FUND							
Dept 000	CONTRACTUAL SERVICES	LORI R. WADE	SOCIAL WORKER CONTRACT	APRIL	04/02/20	1,250.00	76098
296-000-800.00			Total For Dept 000			1,250.00	
Total For Fund 296 JUVENILE JUSTICE FUND							1,250.00
Fund 401 CAPITAL IMPROVEMENT FUND							
Dept 000	PROJECT EXPENSES	I.T. RIGHT	ADMIN COMPUTER AND LABOR FOR INSTA	20163739	04/02/20	2,880.00	76094
401-000-967.00			Total For Dept 000			2,880.00	
Total For Fund 401 CAPITAL IMPROVEMENT FUND							2,880.00
Fund 425 EQUIPMENT REPLACEMENT FUND							
Dept 301 SHERIFF	PATROL CAR EXPENSES	GRAND TRAVERSE MOBILE	CHARGER EQUIP	53191	04/08/20	3,616.00	75911
425-301-749.00	PATROL CAR EXPENSES	GRAND TRAVERSE MOBILE	CHARGER EQUIP	53190	04/08/20	3,616.00	75911
425-301-749.00			Total For Dept 301 SHERIFF			7,232.00	
Total For Fund 425 EQUIPMENT REPLACEMENT FUND							7,232.00
Fund 516 DELINQUENT TAX REVOLVING FUND							
Dept 000	DUE OTHER UNITS - SETTLE	ALMIRA TOWNSHIP TREAS	2019 DELINQUENT TAX DISBURSEMENT	2019TAXD	04/09/20	24,266.44	76128
516-000-230.00	DUE OTHER UNITS - SETTLE	BENZIE CONSERVATION D	2019 DELINQUENT TAX DISBURSEMENT	2019TAXD	04/09/20	9,678.76	76131
516-000-230.00	DUE OTHER UNITS - SETTLE	BENZIE COUNTY CENTRAL	2019 DELINQUENT TAX DISBURSEMENT	2019TAXD	04/09/20	687,417.75	76132
516-000-230.00	DUE OTHER UNITS - SETTLE	BENZIE SHORES DISTRIC	2019 DELINQUENT TAX DISBURSEMENT	2019TAXD	04/09/20	12,549.04	76134
516-000-230.00	DUE OTHER UNITS - SETTLE	BENZIE TRANSPORTATION	2019 DELINQUENT TAX DISBURSEMENT	2019TAXD	04/09/20	37,115.37	76136
516-000-230.00	DUE OTHER UNITS - SETTLE	BENZONIA TOWNSHIP TRE	2019 DELINQUENT TAX DISBURSEMENT	2019TAXD	04/09/20	37,512.22	76137
516-000-230.00	DUE OTHER UNITS - SETTLE	BETSEIE VALLEY LIBRARY	2019 DELINQUENT TAX DISBURSEMENT	2019TAXD	04/09/20	3,117.94	76137
516-000-230.00	DUE OTHER UNITS - SETTLE	BLAINE TOWNSHIP TREAS	2019 DELINQUENT TAX DISBURSEMENT	2019TAXD	04/09/20	5,998.76	76139
516-000-230.00	DUE OTHER UNITS - SETTLE	CITY OF FRANKFORD	2019 DELINQUENT TAX DISBURSEMENT	2019TAXD	04/09/20	54,356.23	76144
516-000-230.00	DUE OTHER UNITS - SETTLE	COLFAX TOWNSHIP	2019 DELINQUENT TAX DISBURSEMENT	2019TAXD	04/09/20	7,485.65	76147
516-000-230.00	DUE OTHER UNITS - SETTLE	CRYSTAL LAKE TOWNSHIP	2019 DELINQUENT TAX DISBURSEMENT	2019TAXD	04/09/20	18,850.01	76148
516-000-230.00	DUE OTHER UNITS - SETTLE	FRANKFORD-ELBERTA SCH	2019 DELINQUENT TAX DISBURSEMENT	2019TAXD	04/09/20	210,675.98	76154
516-000-230.00	DUE OTHER UNITS - SETTLE	GLIMORE TOWNSHIP TREAS	2019 DELINQUENT TAX DISBURSEMENT	2019TAXD	04/09/20	9,447.65	76155
516-000-230.00	DUE OTHER UNITS - SETTLE	HOMESTEAD TOWNSHIP	2019 DELINQUENT TAX DISBURSEMENT	2019TAXD	04/09/20	25,463.66	76158
516-000-230.00	DUE OTHER UNITS - SETTLE	INLAND TOWNSHIP TREAS	2019 DELINQUENT TAX DISBURSEMENT	2019TAXD	04/09/20	20,534.46	76161
516-000-230.00	DUE OTHER UNITS - SETTLE	JOYFIELD TOWNSHIP	2019 DELINQUENT TAX DISBURSEMENT	2019TAXD	04/09/20	3,734.12	76165
516-000-230.00	DUE OTHER UNITS - SETTLE	LAKE TOWNSHIP TREASUR	2019 DELINQUENT TAX DISBURSEMENT	2019TAXD	04/09/20	14,691.21	76168
516-000-230.00	DUE OTHER UNITS - SETTLE	MICHIGAN DEPT OF TREAS	STATE SHARE DENIAL INTEREST	2019TAXD	04/09/20	55,537.69	76174
516-000-230.00	DUE OTHER UNITS - SETTLE	PLATTE TOWNSHIP TREAS	2019 DELINQUENT TAX DISBURSEMENT	2019TAXD	04/09/20	3,051.99	76183
516-000-230.00	DUE OTHER UNITS - SETTLE	TRAVERSE BAY AREA INT	2019 DELINQUENT TAX DISBURSEMENT	2019TAXD	04/09/20	179,194.69	76198
516-000-230.00	DUE OTHER UNITS - SETTLE	TRAVERSE CITY AREA PU	2019 DELINQUENT TAX DISBURSEMENT	2019TAXD	04/09/20	11,836.95	76199



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Fund 516 DELINQUENT TAX REVOLVING FUND							
Dept 000							
516-000-230.00	DUE OTHER UNITS - SETTLE	WELDON TOWNSHIP TREAS	2019 DELINQUENT TAX DISBURSEMENT	2019TAXD	04/09/20	13,561.63	76206
516-000-694.00	CASH OVER/SHORT	BENZIE COUNTY TREASUR	OVERPAID ON TAXES /10-004-006-03 A	031020	03/12/20	102.70	75891
516-000-999.00	CONTINGENCY	BENZIE COUNTY TREASUR	INT ROLLED DNR/06-501-085-10/04-50	031320	03/19/20	15.05	75973
Total For Dept 000						1,446,195.95	
Total For Fund 516 DELINQUENT TAX REVOLVING FUND						1,446,195.95	
Fund 532 TAX FORECLOSURE FUND							
Dept 253 COUNTY TREASURER							
532-253-800.00	CONTRACTED SERVICES - RE	BENZIE COUNTY REGISTE	TO RECORD 33 REDEMPTIONS	030320	03/12/20	990.00	75889
532-253-800.00	CONTRACTED SERVICES - RE	BENZIE COUNTY REGISTE	TO RECORD 18 REDEMPTIONS	03202020	03/26/20	540.00	76024
532-253-801.00	CONTRACTED SERVICES	TITLE CHECK LLC	1/12 OF FEE FOR FORECLOSURE 2017	2003-50	03/19/20	989.66	76011
532-253-900.00	PRINTING & PUBLISHING	PIONEER GROUP	PUBLICATION OF PROPERTIES UP FOR F	022920	03/12/20	390.60	75935
532-253-900.00	MISCELLANEOUS	I.T. RIGHT	DOCKING STATION FOR SHELLEY'S COMP	20163695	04/09/20	246.46	76160
532-253-957.00	MISCELLANEOUS	AUTOMATED BUSINESS EQ	SERVICE CONTRACT FOR BAILER MACHIN	20721	03/19/20	1,100.00	75968
532-253-957.00	MISCELLANEOUS	I.T. RIGHT	LAPTOP FOR SHELLEY	ITRQ16256	04/09/20	919.00	76160
Total For Dept 253 COUNTY TREASURER						5,175.72	
Total For Fund 532 TAX FORECLOSURE FUND						5,175.72	
Fund 535 CDBG HOUSING GRANT FUND							
Dept 000							
535-000-800.00	CONTRACTED SERVICES	NMCAA	JOB B18-18-PI-BLOOD	03/06/2020	03/12/20	1,100.00	75929
535-000-800.00	CONTRACTED SERVICES	NMCAA	JOB B18-17-PI-PARROTE	03/06/2020	03/12/20	5,802.00	75930
535-000-800.00	CONTRACTED SERVICES	NMCAA	JOB B18-13-PI-CARRIER	3/06/2020	03/12/20	9,850.00	75932
535-000-815.30	ADMINISTRATION FEES	FIGURA, RICHARD	HOUSING	BC-682	03/12/20	42.00	75907
535-000-815.40	ADMINISTRATION FEES (NMH	NMCAA	JOB B18-18-PI-BLOOD	03/06/2020	03/12/20	198.00	75929
535-000-815.40	ADMINISTRATION FEES (NMH	NMCAA	JOB B18-17-PI-PARROTE	03/06/2020	03/12/20	1,044.36	75930
535-000-815.40	ADMINISTRATION FEES (NMH	NMCAA	JOB B18-13-PI-CARRIER	3/06/2020	03/12/20	1,773.00	75932
Total For Dept 000						19,809.36	
Total For Fund 535 CDBG HOUSING GRANT FUND						19,809.36	
Fund 701 GENERAL AGENCY FUND							
Dept 136 DISTRICT COURT							
701-136-214.01	DUE TO SHERIFF'S DEPT -	BENZIE COUNTY SHERIFF	MARCH 2020 OWI REIMBURSEMENT	DE260	04/02/20	336.00	76071
701-136-228.20	DUE CITY FRANKFORT - OWI	CITY OF FRANKFORT	MARCH 2020 OWI REIMBURSEMENT	DE261	04/02/20	90.00	76082
701-136-228.30	DUE STATE - DNR JUDGE	STATE OF MICHIGAN	MARCH 2020 FEE TRANSMITTAL	DCST03/2020	04/02/20	80.00	76116
701-136-228.37	DUE STATE - CRIME VICTIM	STATE OF MICHIGAN	MARCH 2020 FEE TRANSMITTAL	DCST03/2020	04/02/20	105.00	76116
701-136-228.42	DUE STATE - STATE COURT	STATE OF MICHIGAN	MARCH 2020 FEE TRANSMITTAL	DCST03/2020	04/02/20	1,742.04	76116
701-136-228.47	DUE STATE - OWT REIMBURS	STATE OF MICHIGAN	MARCH 2020 FEE TRANSMITTAL	DCST03/2020	04/02/20	100.00	76116
701-136-228.56	DUE STATE - FILING FEE	STATE OF MICHIGAN	MARCH 2020 FEE TRANSMITTAL	DCST03/2020	04/02/20	425.00	76116
701-136-228.58	DUE STATE - CIVIL FILING	STATE OF MICHIGAN	MARCH 2020 FEE TRANSMITTAL	DCST03/2020	04/02/20	365.00	76116
701-136-228.59	DUE STATE - JUSTICE SYST	STATE OF MICHIGAN	MARCH 2020 FEE TRANSMITTAL	DCST03/2020	04/02/20	105.00	76116
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	MARCH 2020 FEE TRANSMITTAL	DCST03/2020	04/02/20	1,526.00	76116
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BOND APPLIED/COSTS	DE241	03/12/20	2,977.00	76116
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BOND APPLIED	19-371-ST	03/12/20	2,070.00	75878
701-136-265.00	CASH BONDS PAYABLE	FYOCK, JACOB WAYNE	BOND RETURNED: FYOCK	18-460-ST	03/12/20	120.00	75879
701-136-265.00	CASH BONDS PAYABLE	HOLMES, KAYLA	BOND RETURNED: HOLMES	20-046-FY	03/12/20	880.00	75909
701-136-265.00	CASH BONDS PAYABLE	SCHNEIDER, THOMAS JAM	BOND RETURNED: SCHNEIDER	19-371-ST	03/12/20	1,600.00	75914
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BOND APPLIED	DE256	03/12/20	130.00	75948
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BOND APPLIED/COSTS	DE259	04/02/20	165.00	76067
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BOND APPLIED/COSTS	DE259	04/02/20	1,100.00	76068

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Fund 701 GENERAL AGENCY FUND							
Dept 136 DISTRICT COURT							
701-136-271.00	RESTITUTIONS PAYABLE	AMICA MUTUAL INS CO	RESTITUTION PYMT FROM MIEKA ROWE	18-226-ST	03/12/20	20.00	75884
701-136-271.00	RESTITUTIONS PAYABLE	SINGLETON, MEGAN	RESTITUTION PYMT FROM SHAWN K ROBE	19-375-SM	03/12/20	225.00	75949
701-136-271.00	RESTITUTIONS PAYABLE	TIMMER, JEREDITH	RESTITUTION PYMT FROM BRADON M PIP	13-245-FY	03/12/20	5.00	75957
701-136-271.00	RESTITUTIONS PAYABLE	WILLIAMS, NEILAN	RESTITUTION PYMT FROM IVY JOSLIN	18-350-FY	03/19/20	70.00	76020
701-136-271.00	RESTITUTIONS PAYABLE	CENTRAL STATE BANK	RESTITUTION PYMT BY TODD VOICE	18-107-FY	04/02/20	25.00	76077
701-136-271.00	RESTITUTIONS PAYABLE	SINGLETON, MEGAN	RESTITUTION PYMT BY SHAWN ROBERTS	19-375-SM	04/02/20	20.00	76111
701-136-275.00	REFUNDS	LEE, MEGAN MARIE	REFUND - OVERPAYMENT	20-X3688338-ST	04/02/20	5.00	76097
701-136-275.00	REFUNDS	PARRISH, JUSTIN	REFUND - OVERPAYMENT	19-681519A-SM	04/02/20	25.00	76105
Total For Dept 136 DISTRICT COURT						14,311.04	
Dept 141 FRIEND OF THE COURT							
701-141-222.04	DUE MANISTEE - STATUTORY	MANISTEE COUNTY TREAS	STATUTORY FEES MARCH 2020	033120	04/02/20	1,126.31	76099
701-141-222.05	DUE MANISTEE - PROCESSIN	MANISTEE COUNTY TREAS	STATUTORY FEES MARCH 2020	033120	04/02/20	148.96	76099
Total For Dept 141 FRIEND OF THE COURT						1,275.27	
Dept 148 PROBATE COURT							
701-148-228.06	DUE STATE - SHARED FEES	STATE OF MICHIGAN	MARCH 2020 FEE TRANSMITTAL	PCST03/2020	04/02/20	346.48	76115
701-148-228.42	DUE STATE - GENERAL FEES	STATE OF MICHIGAN	MARCH 2020 FEE TRANSMITTAL	PCST03/2020	04/02/20	240.00	76115
701-148-228.56	DUE STATE - FILING FEE	STATE OF MICHIGAN	MARCH 2020 FEE TRANSMITTAL	PCST03/2020	04/02/20	100.00	76115
701-148-228.58	DUE STATE - CIVIL FILING	STATE OF MICHIGAN	MARCH 2020 FEE TRANSMITTAL	PCST03/2020	04/02/20	600.00	76115
Total For Dept 148 PROBATE COURT						1,286.48	
Dept 215 COUNTY CLERK							
701-215-222.01	DUE COUNTY - CDBG CO ADM	NMCAA	JOB B18-17-PI-PARROTTTE	03/06/2020	03/12/20	30.00	75930
701-215-222.01	DUE COUNTY - CDBG CO ADM	NMCAA	JOB B18-08-PI-CARMEN	3/06/2020	03/12/20	30.00	75931
701-215-228.05	DUE STATE - NOTARY FEES	MICHIGAN DEPARTMENT O	NOTARY FEE TRANSMITTAL	MARCH 2020	04/09/20	2.00	76173
701-215-228.16	DUE STATE - PISTOL PERMI	STATE OF MICHIGAN (#3	CPL FOR MARCH 2020	551-560777	04/09/20	844.00	76195
701-215-228.37	DUE STATE - CRIME VICTIM	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	MARCH 2020	04/09/20	702.03	76194
701-215-228.42	DUE STATE - STATE COURT	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	MARCH 2020	04/09/20	180.00	76194
701-215-228.56	DUE STATE - FILING FEE	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	MARCH 2020	04/09/20	650.00	76194
701-215-228.57	DUE STATE - STATE JURY	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	MARCH 2020	04/09/20	(723.03)	76194
701-215-228.58	DUE STATE - CIVIL FILING	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	MARCH 2020	04/09/20	1,666.00	76194
701-215-228.59	DUE STATE - JUSTICE SYST	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	MARCH 2020	04/09/20	191.00	76194
701-215-271.00	RESTITUTIONS PAYABLE	ANNIE BROWNING	RESTITUTION FROM JOSHUA STREETER	18-2548-FC	03/12/20	45.00	75886
701-215-271.00	RESTITUTIONS PAYABLE	BLARNEY CASTLE - FRAN	RESTITUTION FROM MICHAEL REED	02-1795-FC	03/12/20	37.50	75894
701-215-271.00	RESTITUTIONS PAYABLE	RICHARD VETTER SR.	RESTITUTION FROM RODERICK BAKER	13-2328-FH	03/12/20	75.00	75943
701-215-271.00	RESTITUTIONS PAYABLE	TOM AND ROBIN LEE	RESTITUTION FROM DONALD MARSHALL	14-2364-FH	03/12/20	50.00	75958
701-215-271.00	RESTITUTIONS PAYABLE	JAMES AND CAROLINE HE	RESTITUTION FROM LUCAS BRIGHT	11-2233-FH	03/19/20	10.00	75987
701-215-271.00	RESTITUTIONS PAYABLE	JAMES AND CAROLINE HE	RESTITUTION FROM LUCAS BRIGHT	11-2233-FH	03/19/20	10.00	75988
701-215-271.00	RESTITUTIONS PAYABLE	RICHARD VETTER SR.	RESTITUTION FROM RODERICK BAKER	13-2328-FH	03/19/20	75.00	76002
701-215-271.00	RESTITUTIONS PAYABLE	TOM AND ROBIN LEE	RESTITUTION FROM DONALD MARSHALL	14-2364-FH	03/19/20	50.00	76012
701-215-271.00	RESTITUTIONS PAYABLE	JAMES AND CAROLINE HE	RESTITUTION FROM LUCAS BRIGHT	11-2233-FH	03/26/20	10.00	76049
701-215-271.00	RESTITUTIONS PAYABLE	CHARLES GRAHAM	RESTITUTION REPLACE CK#72805, 7290	18-2592-FH	04/02/20	40.00	76079
701-215-271.00	RESTITUTIONS PAYABLE	JAMES AND CAROLINE HE	RESTITUTION FROM LUCAS BRIGHT	11-2233-FH	04/02/20	10.00	76095
701-215-271.10	RESTITUTIONS PAYABLE	JAMES AND CAROLINE HE	RESTITUTION FROM LUCAS BRIGHT	11-2233-FH	04/09/20	10.00	76163
701-215-271.10	FAMILY DIVISION RESTITUT	BENZIE COUNTY CENTRAL	RESTITUTION FROM MELISSA WILSON	8-2094-DL	03/19/20	75.00	75970
701-215-271.10	FAMILY DIVISION RESTITUT	DONALD SUDHOCKI	RESTITUTION FROM TIMOTHY REED	19-3074-DL	03/19/20	225.00	75981
701-215-271.10	FAMILY DIVISION RESTITUT	DONALD SUDHOCKI	RESTITUTION FROM TIMOTHY REED	19-3074-DL	03/19/20	250.00	75982
701-215-299.03	CIRCUIT COURT MISCELLANE	GRETELEY CONSTRUCTION	FIRST DRAW - TURNER HOUSING REPAIR	03/09/2020	03/12/20	8,000.00	75912
Total For Dept 215 COUNTY CLERK						12,544.50	
Dept 267 PROSECUTING ATTORNEY							
701-267-268.00	CANINE ADVOCATE FUND	CODY KASTL	K9 ADVOCATE DOG FOOD	TSC02232020	04/09/20	58.81	76146

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
Fund 701 GENERAL AGENCY FUND						
Dept 267 PROSECUTING ATTORNEY						
			Total For Dept 267 PROSECUTING ATTORNEY	58.81		
Dept 268 REGISTER OF DEEDS						
701-268-228.40	DUE STATE - REMONUMENTAT	STATE OF MICHIGAN	REMONUMENTATION 1ST QUARTER 2020	4/01/2020	04/02/20	4,731.94
			Total For Dept 268 REGISTER OF DEEDS			4,731.94
Dept 301 SHERIFF						
701-301-228.16	DUE STATE - FINGER PRINT	MICHIGAN STATE POLICE	LIVESCAN FP FEB 2020	551560119	04/23/20	462.50
701-301-228.16	DUE STATE - FINGER PRINT	MICHIGAN STATE POLICE	MARCH LIVE SCAN 2020	551-561092	05/21/20	86.50
701-301-228.63	DUE STATE - SEX OFFENDER	MICHIGAN STATE POLICE	MARCH 2020 SEX OFF REG	551-560832	05/03/20	390.00
			Total For Dept 301 SHERIFF			939.00
			Total For Fund 701 GENERAL AGENCY FUND			35,147.04

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
Fund Totals:						
			Fund 101 GENERAL FUND	242,713.40		
			Fund 205 TNT OFFICER MILEAGE FUND	4,459.06		
			Fund 206 SHERIFF'S K-9 FUND	457.56		
			Fund 209 SCHOOL RESOURCE OFFICER	8,908.24		
			Fund 213 JAIL OPERATIONS FUND	90,986.56		
			Fund 214 EMERGENCY MEDICAL SERVICES	116,633.79		
			Fund 216 SEASONAL ROAD PATROL FUND	90.18		
			Fund 217 SNOWMOBILE PATROL FUND	66.32		
			Fund 228 SOLID WASTE/RECYCLING FUND	15,808.86		
			Fund 231 SOIL EROSION (SESSC) FUND	500.00		
			Fund 245 REMONUMENTATION/SURVEY GRAN	1,500.00		
			Fund 247 ANIMAL CONTROL FUND	3,997.23		
			Fund 249 BUILDING DEPARTMENT FUND	13,139.48		
			Fund 256 REG OF DEEDS AUTOMATION FUN	2,650.00		
			Fund 261 911 EMERGENCY SERVICE FUND	15,348.19		
			Fund 262 DISPATCHER TRAINING FUND	1,587.36		
			Fund 265 JUSTICE TRAINING (302) FUND	237.48		
			Fund 269 LAW LIBRARY FUND	1,484.70		
			Fund 276 COMMISSION ON AGING MILEAGE	92,325.00		
			Fund 285 POINT BETSIE LIGHTHOUSE FUN	7,304.33		
			Fund 292 CHILD CARE FUND	18,851.74		
			Fund 293 VETERAN'S RELIEF FUND	1,716.46		
			Fund 296 JUVENILE JUSTICE FUND	1,250.00		
			Fund 401 CAPITAL IMPROVEMENT FUND	2,880.00		
			Fund 425 EQUIPMENT REPLACEMENT FUND	7,232.00		
			Fund 516 DELINQUENT TAX REVOLVING FU	1,446,195.95		
			Fund 532 TAX FORECLOSURE FUND	5,175.72		
			Fund 535 CDBG HOUSING GRANT FUND	19,809.36		
			Fund 701 GENERAL AGENCY FUND	35,147.04		

Total For All Funds:

2,158,456.01



# Committee Of The Whole

**THE BENZIE COUNTY BOARD OF COMMISSIONERS  
COMMITTEE OF THE WHOLE  
March 10, 2020**

The Benzie County Board of Commissioners met as a Committee of the Whole on Tuesday, March 10, 2020, 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 Sauer, to approve the agenda as amended, adding 7B Monica Fiebing will present the information regarding Second Amendment and 7E Budget Amendment.

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

**Minutes:**

Motion by Roelofs, seconded by Taylor, to approve the Committee of the Whole minutes of February 25, 2020 as presented. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke    Nays: None    Motion carried.

1:32 p.m. Public Input – None

Mitch Deisch:

- a. Moved below.
- b. Second Amendment Conversation: Monica Fiebing: Ms. Fiebing spoke regarding the Second Amendment Sanctuary Resolution. This resolution has nothing to do with the Second Amendment. It is a resolution – a symbolic gesture. It does not change any laws, does not make any laws; does not eliminate any laws. We want to send a message. We are asking for a safe haven for future red flag laws. Asks that this item be placed on the agenda for your next meeting.

Comm Farrell stated that she is opposed to this; Ms. Fiebing presented some interesting things. I think there are other things this commission needs to be considering now rather than this issue. This issue will divide the community. A law is not unconstitutional until a court deems it unconstitutional. We would be putting ourselves in a large liability. Not the time to do this. If we did this, we are binding future Board of Commissioners. There are other counties that have declined to adopt it, this is a lot of peer pressure – this is not necessary. Hope we decide to not put it on the agenda.

Comm Sauer stated that we have two other resolutions; have talked to the Sheriff and Prosecutor; I have spoke with them and felt they were both behind us. This is a board decision. No action speaks as loud as action; I have no problem reaffirming my constitutional oath.

Comm Warsecke stated that he has carried a gun for the last 27 years; he stands behind the Second Amendment 100% but I swore an oath to the Constitution and do not need to do a symbolic gesture.

Temporary Position for Prosecuting Attorney: County Administrative has had discussions with Sara to determine her minimum needs; there are no extra funds in the Prosecuting Attorney budget, so would need to come from General Fund balance; up to \$27,000 and let the Prosecutor determine when caught up enough.

**Motion by Jeannot, seconded by Farrell, to recommend to the Board of Commissioners to authorize up to \$27,000 to allow the Prosecuting Attorney to hire temporary staff for a period to be determined when the office is caught up. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.**

- c. FOPLC LOU Rick Morris: Requesting \$1.00 per hour for the maintenance employee Rick Morris while Ken Bos is off on medical leave, to include duties at the jail.

**Motion by Roelofs, seconded by Nye, to recommend to the Board of Commissioners to authorize \$1.00 increase wage to Rick Morris for approximately 16 weeks while covering maintenance duties at the Government Center and Jail. This premium pay to be identified as a separate line item on employees pay advice. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.**

- d. Continued County Discussion on Financial Stability: Met with Ingham County officials regarding their successful reset of the general operations millage restoration; they had failed in 2001 and 2008 to reset; it was well worth getting the insights as to what they were doing. We have a phone conference set with Ogema County for March 18 @ 2 p.m. Would also like to set up a conference call with Antrim County. They reset theirs every 4 years.

- e. Budget Amendment: To update the 2020 Remonumentation Plan.

**Motion by Jeannot, seconded by Roelofs, to recommend to the Board of Commissioners to amend the 2019-20 Budget for Remonumentation as follows:**

**Increase:**

<b>245-000-691.00</b>	<b>Budgeted Use of FB</b>	<b>\$1,500</b>
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**Increase**

<b>245-000-800.00</b>	<b>Contracted Services</b>	<b>\$1,500</b>
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**Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None**

**Motion carried.**

2:22 p.m. Public Input

Carolyn Cater, Ludington, candidate for the 101<sup>st</sup> House seat spoke regarding the Second Amendment.

2:27 p.m. Public Input Closed

Motion by Roelofs, seconded by Taylor, to adjourn at 2:27 p.m. Ayes: Farrell, Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

**Committee of the Whole**

**Page 3 of 3**

**March 10, 2020**

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

1. To authorize up to \$27,000 to allow the Prosecuting Attorney to hire temporary staff for a period to be determined when the office is caught up.
2. To authorize \$1.00 increase wage to Rick Morris for approximately 16 weeks while covering maintenance duties at the Government Center and Jail. This premium pay to be identified as a separate line item on employees pay advice.
3. To amend the 2019-20 Budget for Remonumentation in the amount of \$1,500.



# Committee Appointments

**APPOINTMENT TO BOARD, COMMISSIONS AND AGENCIES**

**APPLICATION**

DATE: 3/18/20

Name: Mark Kniper, MD

Address (including PO Box): 1284 Green Point Rd, Frankfort, MI, 49635

County District: Benzie County Home Telephone: 231-882-6901

Occupation: Physician Business Telephone: \_\_\_\_\_

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

1. Board of Health, Benzie Leelanau District Health Unit

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

Medical doctor since 1999.

Internal Medicine / Pediatrics.

(see C.V. attached)

**PLEASE ATTACH A CURRENT OR UPDATED RESUME OR LETTER OF INTEREST**

This application with resume' attached must be returned to:

BENZIE COUNTY CLERK  
448 COURT PLACE  
BEULAH, MI 49617

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MAR 18 2020

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

1/8/14

# Mark D. Kuiper, M.D.

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## Internal Medicine and Pediatrics Physician

### Key Qualifications

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- 17 years of experience as an attending physician in the fields of Internal Medicine, Pediatrics and Urgent Care.
- Board certified by the American Board of Internal Medicine and the American Board of Pediatrics.
- Valid State of Michigan Physician and Pharmacy License. Valid DEA and controlled substances licenses.

### Education

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- |           |  |
|-----------|--|
| 1999-2003 | Internal Medicine and Pediatrics Resident<br>Spectrum Butterworth and DeVos Children's Hospital<br>Michigan State University, Grand Rapids, Michigan <ul style="list-style-type: none"><li>• Outstanding Faculty Award as Resident Teacher, 2002</li></ul>   |
| 1995-1999 | Wayne State University School of Medicine, <i>M.D.</i><br>Detroit, Michigan <ul style="list-style-type: none"><li>• Alpha Omega Alpha Medical Honor Society, 1998</li><li>• Genevieve Hitchman Memorial Scholarship, 1996</li></ul>  |
| 1991-1995 | Hope College, <i>B.A. Biology</i><br>Holland, Michigan <ul style="list-style-type: none"><li>• Phi Beta Kappa Undergraduate Honor Society, 1995</li><li>• GTE/coSIDA Academic All-American College Baseball Team, 1993, 1995</li><li>• Dean's List, Hope College, Holland, Michigan, 1991-1995</li></ul> |

### Relevant Professional Experience

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- |               |   |
|---------------|---|
| 2019- Current | Internal Medicine and Pediatrics Attending Physician<br>Crystal Lake Health Center, Benzonia, Michigan  |
| 8/2018-7/2019 | Relocation to United States. We homeschooled our children, resettled our family, and researched practice opportunities  |
| 2015-2018     | Medical Director, Tashkent International Clinic<br>Tashkent, Uzbekistan <ul style="list-style-type: none"><li>• The International Clinic is the main healthcare provider for ex-pats in Uzbekistan. I provided primary care, emergency medicine, short term hospitalization and evacuation for my patients.</li><li>• Supervision and training of 6 local doctors and oversight of lab and pharmacy.</li><li>• Patient population includes the diplomatic corps and families from</li></ul> |

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MAR 18 2020

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

## **Mark D. Kuiper, M.D.**

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the embassies of the United States, France, Israel, Germany, the UK, Japan, Bangladesh, India, Pakistan, Oman, Czech Republic, Slovakia, Italy, Egypt, the UN, and the World Bank as well as the staff of Doctors Without Borders, tourists, and staff and families at the Tashkent International School. Also provide care for General Motors and Lukoil employees

- 2013-2015**      **Internal Medicine and Pediatrics Attending Physician**  
**Fremont, Michigan**  
**Main Street Internal Medicine and Pediatrics, Spectrum Health**
- Busy rural health center providing care for families.
  - Trained and supervised a new PA-C graduate.
  - Provided on all coverage of the nursery at Gerber Memorial Hospital.
  - Lead physician for implementation of evidence based procedures and policies to reduce the inappropriate use and overprescribing of controlled substances.
  - Lead physician for the implementation of new integrated behavioral health program with Newaygo County Community Mental Health.
- 2011-2013**      **Site supervising physician, Family Health Care**  
**White Cloud, Michigan**
- Provided supervision of 4 physician assistants in this busy rural Federally Qualified Health Center. Working closely with and providing leadership in the lab, behavioral health, radiology and pharmacy within the clinic.
  - Lead physician for implementation of NEXTGEN electronic medical record.
  - Lead physician for the implementation of evidence based procedures and policies to significantly reduce the inappropriate use and overprescribing of controlled substances.
  - Lead physician for the creation of an integrated behavioral health program along with Newaygo County Community Mental Health.
- 2009-2011**      **Internal Medicine and Pediatrics Attending Physician**  
**Hackley Community Care Center**  
**Muskegon Heights, Michigan**
- Led efforts to introduce new evidence based protocols and procedures for pain management and controlled substances within this large urban Federally Qualified Health Center.
- 2008-2009**      **Russian Language Study**  
**Bishkek, Kyrgyzstan**



## Mark D. Kuiper, M.D.

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- Studied Russian language in preparation for working in medical development and medical education in cooperation with the Kyrgyz Ministry of Health.

- 2007-2008      Pediatric Hospitalist, Holland Hospital  
Holland, Michigan
- Provided nursery coverage for high risk deliveries and ill newborns.
- 2007-2008      Urgent Care Physician, Holland Hospital  
Holland, Michigan
- Staffed urgent care center for Holland Hospital
- 2003-2007      Internal Medicine and Pediatrics Attending Physician  
Lakeshore Internal Medicine and Pediatrics  
Holland, Michigan
- Provided traditional inpatient and outpatient primary care coverage in a three physician private practice.
- 2003-2007      Staff Attending Physician, Holland Hospital  
Holland, Michigan
- Attended to inpatient Adult and Pediatric patients
- 2002-2003      Urgent Care Physician, Spectrum Health  
Grand Rapids, Michigan
- Staffed urgent care centers for Spectrum Health in Grand Rapids

### Board Certifications

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Board Certified Pediatrics, American Board of Pediatrics, 2003

Board Certified Internal Medicine, American Board of Internal Medicine 2003

### Personal

I am married to Jennifer Kuiper, M.D. We have three wonderful daughters. I enjoy playing basketball, baseball, traveling, reading and hiking.

### Contact Information

[markjenandkids@gmail.com](mailto:markjenandkids@gmail.com)

10071 N Hagen Drive, Irons, MI 49644

231-855-7835

231-855-7834

# Correspondence



## Resolution 29-2020

Date: March 4, 2020

### GRAND TRAVERSE COUNTY BOARD OF COMMISSIONERS RESOLUTION TO DECLARE ITS SUPPORT FOR THE "SECOND AMENDMENT IN GRAND TRAVERSE COUNTY, MICHIGAN"

THE COUNTY BOARD OF COMMISSIONERS OF THE COUNTY OF GRAND TRAVERSE, STATE OF MICHIGAN, STATES:

**WHEREAS**, the County Board of Commissioners of the County of Grand Traverse, State of Michigan, pursuant to Michigan statute, is vested with the authority of administering the affairs of the County government of Grand Traverse County, Michigan, and is organized as a body corporate with powers and immunities provided by law; and

**WHEREAS**, the Second Amendment to the United States Constitution, ratified in 1791 as part of the Bill of Rights, states "A well regulated Militia, being necessary to the security of a free state, the right of the people to keep and bear arms shall not be infringed"; and

**WHEREAS**, the United States Supreme Court in District of Columbia v Heller, 554 U.S. 570 (2008), affirmed an individual's right to possess a firearm, unconnected with service in a militia, and to use that firearm for traditionally lawful purposes, such as self-defense within the home; and

**WHEREAS**, the United States Supreme Court in McDonald v Chicago, 561 U.S. 742 (2010), affirmed that the right of an individual to "keep and bear arms," as protected under the Second Amendment, is incorporated to the States by the Due Process Clause of the Fourteenth Amendment; and

**WHEREAS**, Article I, Section 6 of the Michigan Constitution (1963) provides that "Every person has a right to keep and bear arms for the defense of himself and the state"; and

**WHEREAS**, it is the desire of this Board to declare its support of the Second Amendment to the United States Constitution and to the provisions of the Michigan Constitution which protect Grand Traverse County citizens' individual rights to keep and bear arms; and

**WHEREAS**, each Grand Traverse County Commissioner, as provided by Article XI, Section 1, of the Michigan Constitution (1963), took an oath to support the United States Constitution and the Michigan Constitution; and

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DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

**WHEREAS**, Article III, Section 2, of the United States Constitution, states that 'The judicial Power shall extend to all Cases, in Law and Equity, arising under this Constitution', and it is acknowledged that constitutionality of laws is determined by this judicial Power,

**NOW THEREFORE, IT IS HEREBY RESOLVED**, by the Grand Traverse County Board of Commissioners, the Board of Commissioners declares, through the adoption of this Resolution, their support for the Second Amendment of the U.S. Constitution and for Section 6 of Article I of the Michigan Constitution, relating to the right of Grand Traverse County citizens to keep and bear arms.

**IT IS FURTHER RESOLVED**, that the Grand Traverse County Board of Commissioners, hereby, declares its intent that public funds of the county not be used directly or indirectly, to restrict the Second Amendment rights of the citizens of Grand Traverse County to keep and bear arms; nor shall this Board appropriate any funds to aid in the unnecessary and unconstitutional restriction of rights under the Second Amendment; nor shall this Board appropriate any funds for enforcement of unconstitutional laws against the people of Grand Traverse County; and

**IT IS FURTHER RESOLVED**, that the Grand Traverse County Board of Commissioners, hereby, declares its intent to oppose unconstitutional\* restrictions on the right to keep and bear arms through such lawful means as may be expedient; and

**IT IS FURTHER RESOLVED**, that the Board of Commissioners directs its staff to forward a copy of this Resolution to every Michigan Board of County Commissioners, the Michigan State Legislature (House of Representatives and State Senate), the Governor of Michigan, and all Michigan U.S. Congressional Representatives. This Resolution was adopted by the Grand Traverse County Board of Commissioners at a regular meeting held at the Grand Traverse County Board Chambers, Grand Traverse County, Michigan, by an affirmative vote of no less than four of the members of the County Board of Commissioners who are elected and serving, on this 4th day of March, 2020.

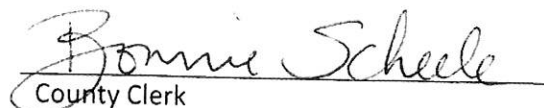
\* The Board of Commissioners recognizes that the determination of constitutionality is to be made by a court. Further, the Board recognizes that laws enacted by the Legislature are presumed to be constitutional until determined otherwise by a court.

This resolution was offered by Commissioner Jewett and supported by Commissioner Clous.  
A roll call vote was taken and this Resolution was passed by a vote of: 4 YES, 2 NO, 1 EXCUSED.  
Those Commissioners voting in favor: Jewett, Clous, LaPointe and Hentschel.  
Those Commissioners voting against: Wheelock and Hundley.  
Those Commissioners abstaining: None.

The Resolution was declared ADOPTED.



Chairman



County Clerk





2

**RESOLUTION**  
**Emergency Management and Safe Schools**  
RESOLUTION #20-03

**WHEREAS**, The Office of School Safety created under the Michigan Public Act (PA) 435 of 2018, alongside Michigan Public Act 670 of 2018, identifies the department of Michigan State Police as being the exclusive agency responsible for all Michigan schools with respect to, but not limited to education, training, reporting and building assessments pertaining to safety and security using an all- hazards approach; and

**WHEREAS**, the Upper Peninsula (Region 8) Public Act 390 programs, have been undertaking safe school training and safe school professional development since 2005; and

**WHEREAS**, current Michigan law requires Emergency Management to oversee school drills; and

**WHEREAS**, the appointment of school safety to the department of Michigan State Police circumvents the underlying core functions of emergency management which is placing school safety programs under the umbrella of all-hazards emergency management planning; and

**WHEREAS**, local responders and local Public Act 390 emergency management programs are far more aware of school dynamics, as they have on-going working relationships with school staff, regularly communicate, plan, and exercise emergency action plans with said schools; and

**WHEREAS**, funds for a new division could be better used by redistributing to existing local emergency management Public Act 390 programs that are already providing safe school protocols in their respective jurisdictions; and

**WHEREAS**, the Office of School Safety should be established within the Michigan State Police department of Emergency Management and Homeland Security (MSP EMHSD) Which under the Michigan Public Act 390 of 1978 statutorily appoints the MSP EMHSD as the administrator of emergency management within Michigan and the fiduciary for the

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DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

distribution of grant monies across all of Michigan's 83 counties in collaboration with local emergency managers.

***NOW, THEREFORE, BE IT RESOLVED*** that the Houghton County Board of Commissioners requests the Michigan Legislature amend the Office of School Safety placing it within the MSP EMHSD to coordinate the distribution of school security funds with local community response personnel and local Public Act 390 emergency managers.

***BE IT FURTHER RESOLVED*** that copies of this resolution be forwarded to all Upper Peninsula counties, the Upper Peninsula Commission for Area Progress (UPCAP), the Michigan Townships Association, the Michigan Association of Counties (MAC), Upper Peninsula Legislators and Governor Whitmer.

STATE OF MICHIGAN     )  
  )ss.  
COUNTY OF HOUGHTON   )

I, JENNIFER KELLY, Clerk of the Houghton County Board of Commissioners and Clerk of the County of Houghton, do hereby certify that the above Resolution was duly adopted by the said Board on March 11, 2020.

**IN WITNESS WHEREOF**, I have hereunto set my hand and affixed the seal of the County of Houghton, Houghton, Michigan, on this 12<sup>th</sup> day of March, 2020.

  
Jennifer Kelly  
Houghton County Clerk



The regular meeting of the Board of County Road Commissioners of Benzie County was called to order by Chairman Rosa at the Road Commission offices in Honor, Michigan on Thursday February 20, 2020 at 9:32 a.m.

Present: Chairman Bob Rosa                      Manager Matt Skeels  
Vice-Chairman James Bowers          Deputy Clerk Patricia Cote  
Member Ted Mick

The agenda was accepted as presented.

The January 30, 2020 minutes were accepted as presented.

The February 06, 2020 minutes were accepted as presented.

Motion by Commissioner Bowers and supported by Commissioner Rosa to pay bills #46884 to #46932 in the amount of \$292,820.84 and Payroll #3 & #4 for \$130,224.59, Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

**Cash Summary:** Board reviewed the Cash Summary.

### Work Summary:

*Mike Johnson Shop Foreman/Facility Manager – N/A*

*Scott Fasel Superintendent* – Joined meeting later to discuss the Asphalt Bid Extension.

*Matt Skeels Manager* – Explained the FLAP Grant (Federal Land Access Program).

**Public Input:** None

**Standing guest: Gary Sauer, County Commissioner** – Gave a report on the latest meeting of the Benzie County Board of Commissioners as well as activities and events in and around the county.

### Items Before the Board:

**Act 51 Certification Maps** – Presented by Manager Skeels. Motion by Commissioner Bowers and supported by Commissioner Mick to approve the maps as presented with one minor map change and no mileage changes. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

**Asphalt Bid Extension** – Steve Endres from Elmers presented an offer to the Road Commissioners to extend the 2019 Asphalt paving bid awarded to Elmers to 2020 at \$61.44/ton for Package A, and \$76.01/ton for Package B. Motion by Commissioner Rosa and supported by Commissioner Mick to extend the 2020 Small and Large Asphalt projects bid to Elmers Crane & Dozer. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

**Benzie CRC FOIA Procedures and Guidelines** – Deputy Clerk Cote proposed a change in wording in the BCRC FOIA Procedures and Guidelines to indicate that “all FOIA requests sent via the USPS must include the “P.O. Box 68” address line for the Road Commission, as all mail addressed to the street address will be returned to the sender as undeliverable. She also indicated that the e-mail contact information needs to be updated from “.org” to “.net,” because our email addresses have changed since the last publication. Commissioner Rosa proposed that the Board grant permission for

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BENZIE COUNTY CLERK  
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all policies and guidelines of the Benzie County Road Commission be updated with the new contact information without the need for Board approval for each occurrence. Motion by Commissioner Rosa and supported by Commissioner Mick to make necessary contact information changes to all BCRC Policies and Guidelines. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

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

*Cliff Grostick Re: Brownell Road Paving* – Cliff Grostick voiced his concerns about the state of Brownell Road and the amount of money the Road Commission has spent maintaining it in recent years, continually tarring and chipping it. Manager Skeels reported that NRCS is replacing the Weldon Road culvert this year and he would like them to also replace the one at Pioneer Road, and the CR-669 one on Carter Creek as well. Putting a few more culverts in the area would drain away the water runoff from the hill so it stops eroding the area around the road. Cliff asked for contact information so he could contact the organization too. Commissioner Rosa suggested that if we could get their help with installing drainage culverts in the next year or so, then we could hold off for the short term, but if it is going to take three or more years, we should look into addressing the problem sooner rather than later. Don Louisignau inquired whether there has been any drilling in the area to determine the amount of clay in the soil. Mr. Grostick was told that in the mean time he must get the Township involved, as the local portion of the millage funding is directed by the townships.

*For Profit vs. Non-Profit Permit Fees* – A suggestion was made by Manager Skeels that we look into setting a separate fee schedule for For-Profit versus Non-Profit Fees for Permits for activities involving the roads. Gary Sauer pointed out that some organizations charge an entry fee, regardless of their profit status, and suggested that that might also be a factor to take into consideration when setting the fees.

*Lakeview Drive/Joe Binkowski* – Manager Skeels explained that Mr. Binkowski approached the Road Commission inquiring about upgrading the “paper street” that runs along the lakeshore to a Seasonal Road so he can claim access from the lake side of his L-shaped property. The township is requiring that he use the house front setback from Lakeview Drive, thus rendering most of his land useless to build upon.

**Public Input:** None.

**Board Round Table:** Manager Skeels met with representatives from the Point Betsie Lighthouse project. They are almost finished with the road plans. They believe they will have their funds in order this year. Manager Skeels sent them to the Local Road Committee to ask for millage money. They are proposing permeable pavers for the road, if the Board will allow it. They don’t have any property to pipe the road water to, and this would take care of the issue on-site. Commissioner Bowers suggested that they might consider using stained permeable pavement with bricks stamped into it and avoid much of the upkeep associated with individual brick pavers.

Meeting Adjourned at 11:02 a.m.

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Robert Rosa, Chairman

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Jennifer Kolinske, Clerk

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Patricia Cote, Deputy Clerk



A special meeting of the Board of County Road Commissioners of Benzie County was called to order by Chairman Rosa at the Road Commission offices in Honor, Michigan on Thursday March 5, 2020 at 9:30 a.m.

Present:	Chairman Bob Rosa Vice-Chairman James Bowers Member Ted Mick	Manager Matt Skeels Clerk Jennifer Kolinske
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The agenda was accepted as presented.

**Public Input – N/A**

**Items Before the Board:**

Building Improvements/Renovations Discussion – Architect Rick Skendzel & Engineer Steven Steimel presented two possible options: Option A – renovations/additions to current property and Option B – renovations/new construction on school property. Discussion followed on pros and cons of both options.

**Correspondence/Information/Discussion:** N/A

**Public Input:** N/A

**Board Round Table:** County Road Association's Commissioner's Conference will be held in Traverse City April 19-21, 2020. Manager Skeels encouraged all the Commissioners to attend if possible.

Meeting Adjourned at 10:50 a.m.

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Robert Rosa, Chairman

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Jennifer L. Kolinske, Clerk

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BEULAH, MI 49617

14

March 9, 2020

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

Honorable Commissioners,

My name is Jimmy McLaren. I am proud to inform you that my son, Finn McLaren, who has been a member of Troop 10, in Benzie County, MI, for the past 7 years, achieved the rank of Eagle Scout, Scouting's highest rank, on March 8, 2020.

Finn's Eagle Project was to plan, build and install Little Free Libraries in two small villages in Benzie County. He did this by meeting with the municipalities and the business owners where he thought there was a need for easier access to books in the community. Once he got permission, he planned with the board of directors of the Friends of the Benzonia Public Library to request their involvement, to donate books and maintain the selection of books, in the future, when he is away at college. He then designed and built the book boxes, utilizing his construction skills and some help from his fellow scouts. They were installed this fall, and were in immediate use by the members of the community.

On March 22, we will be conducting his Eagle Court of Honor. Would you please be so kind as to send this worthy Eagle Scout a letter of congratulations, along with any other items you wish to be presented to him during his Court of Honor? We will see that it is presented to Finn as a permanent reminder of the importance of his achievement. I am sure that Finn will be proud to receive an acknowledgement from you.

In order that we might compile all of his recognition letters/certificates/items into a special presentation album, we would appreciate it if you would send your correspondence to:

Jimmy McLaren  
1241 Trucker Trl  
Beulah, MI 49617

Finn's steady, persistent progress through the ranks to achieve this prestigious award demonstrates his determination to prepare himself for a meaningful, productive role in society. His exemplary performance in Scouting will serve as a beacon to those Scouts who follow him. Thank you very much for taking time from your extremely busy work schedule to help this community and this unit recognize the personal achievement and service of Eagle Scout McLaren.

Yours in Scouting,  
Jimmy McLaren  
Assistant Scoutmaster  
Troop 10

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## BOARD OF COMMISSIONERS

County Building  
P.O. Box 70, Room 131  
Cheboygan, Michigan 49721

Tel ~ (231) 627-8855  
Fax ~ (231) 627-8881  
E-mail ~ ccao@cheboygancounty.net

### Cheboygan County Board of Commissioners Resolution 2020-04 Supporting Passage of Legislation to Adopt 4-Year Terms for County Commissioners

At a Regular Meeting of the Cheboygan County Board of Commissioners, on  
March 10, 2020:

**WHEREAS**, the 1963 Michigan Constitution stipulated four-year terms for the County Board of Supervisors, the preceding body to today's Board of Commissioners; and

**WHEREAS**, the Legislature voted in 1966 to abolish Boards of Supervisors and formally replace them with the Boards of Commissioners after the 1968 elections; and

**WHEREAS**, Public Act 261 of 1966 promulgated that the length of terms for the new County Commissioners shall be concurrent with that of State Representatives, as specified in Article IV, Section 3 of the Michigan Constitution; and

**WHEREAS**, the scope of duties of a County Commissioner has greatly increased in the last century – road patrols, indigent defense, mental health treatment and substance abuse prevention programming, land use and solid waste planning, food and water supply safety, economic development efforts, emergency management and response, etc.; and

**WHEREAS**, Michigan is one of only five states in the United States that provides for exclusively two-year terms for County Commissioners; and

**WHEREAS**, all other county and township elected officials in Michigan are elected to terms of at least four years; and

**WHEREAS**, the position of County Commissioner is a highly complex oversight role that requires years to master; and

**WHEREAS**, legislation to amend state law to enact four-years terms has been filed in the form of House Bills 4937-38 and Senate Bills 504-505; and

District 1  
Mary Ellen Tryban

District 2  
Richard B. Sangster  
Vice-Chairman

District 3  
Michael Newman

District 4  
Cal Gouine

District 5  
Roberta Matelski

District 6  
John B. Wallace  
Chair

District 7  
Steve Warfield

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BEULAH, MI 49617

**WHEREAS**, the Michigan Association of Counties supports the legislation as introduced;

**THEREFORE, BE IT RESOLVED**, that the Cheboygan County Board of Commissioners supports House Bills 4937-38 and Senate Bills 504-505 to enact four-year terms for County Commissioners.

**Motion** by Commissioner Michael Newman, seconded by Commissioner Mary Ellen Tryban to adopt Resolution #2020-04. A roll call vote was taken. Motion carried with:

Yeas: Six (6)

Nays: Zero (0)

Absent: One (1)



John B. Wallace

Chairman of the Cheboygan County Board of Commissioners

I, the undersigned, Clerk of Cheboygan County, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Cheboygan County Board of Commissioners, at its Regular Meeting on March 10, 2020 the original of which is part of the Board's minutes.



Karen L. Brewster

Clerk of the Board of Commissioners Cheboygan County



(6)

**BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT  
SPECIAL BOARD OF HEALTH MEETING**

**Wednesday, March 18, 2020 3:00 p.m.**

**Benzie Resource Center  
6051 Frankfort Highway  
Benzonia, Mi 49616**

Chairperson Gary Sauer called the meeting to order at 3:00pm.

**Members Present:**

Gary Sauer - Benzie County Board of Commissioners  
Tony Ansorge - Leelanau County Board of Commissioners  
Carolyn Rentenbach - Leelanau County Board of Commissioners  
Linda Farrell - Benzie County Board of Commissioners

**Members Excused:**

Dr. Barbara Conley - Leelanau County Member at Large

**Staff Present:**

Lisa Peacock - Health Officer  
Dr. Joshua Meyerson - Medical Director  
Dodie Putney - Director of Administrative Services  
Eric Johnston - Director of Environmental Health  
Michelle Klein - Director of Personal Health  
Chloe Willetts - Emergency Preparedness Coordinator  
Debbie Aldridge - Personal Health Supervisor  
Jenny Shafer - Registered Nurse (telephone)  
Roberta Besey - Registered Nurse (telephone)  
Jamie Leyland - Registered Nurse (telephone)  
Lauren Wolf - Social Worker (telephone)

**Guests Present:**

Mark Kuiper, MD - Crystal Lake Clinic  
Sara Swanson - Benzie County Prosecutor  
Mitch Deisch - Benzie County Administrator  
Chet Janik - Leelanau County Administrator (telephone)  
Kelly LaCross - Leelanau County Emergency Management Deputy Director (telephone)  
Rebecca Hubers - Benzie County Emergency Management Coordinator (telephone)  
Julie Tarr - Executive Director, ShareCare of Leelanau, Inc. (telephone)

**Pledge of Allegiance**

**Approval of the Agenda:**

**Motion By:** Ferrell to approve the agenda as presented

**Seconded By:** Rentenbach

**Voice vote:** 4 yeas    0 nay    1 excused    **Motion carried**

**Public Comment - None**

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BENZIE COUNTY CLERK  
BEULAH, MI 49617

### **Health Department Roles & Responsibilities in COVID-19:**

Lisa Peacock shared the role of public health in response to the COVID-19. The job in public health is to flatten the curve of the outbreak. The first line of defense is through social distancing and keeping sick people away from the healthy thus the issuance of the Governor's Executive Orders. The healthcare system must be protected, and we need to support them in maintaining their capacity to identify and care for the sick. Once notified that a resident has tested positive for COVID-19, the Health Department starts to do case investigation and contact tracing. It is noted that while this a public health crisis, every sector is affected and shares in the responsibility of protecting the residents. The Health Department needs the help of county leaders to ensure there is an effective community response. To make sure accurate information is delivered in a timely manner, the Health Department will be creating a staff liaison for each county. This person will serve as the county's point of contact to participate in planning and organization, communications as well as provide public health expertise when is needed. The public health incident command team is in the process of scaling down non-essential services while still maintaining the public health workforce.

### **COVID-19 Community Response Discussion:**

Questions:

1. Tony Ansorge – Board of Health Member, Leelanau County – stated he knows nationally we are focused on flattening the curve on how many patients come in for medical care. We need to recognize that the United States does not have enough number of beds in America per capita. Have we looked at some of the closed facilities that use to be medical facilities can be reactive during the emergency situation, Northport? Maybe it is a manpower issue and not a facilities issue. Chloe Willetts stated that Munson Systems has to figure out what their surge capacity looks like and how do they deal with the sick. The Health Department does not have a lot of control over how the hospitals plan for their capacity needs. Dr. Meyerson also stated that there are plans with other acute care centers and the hospitals.
2. Tony Ansorge – Board of Health Member, Leelanau County - understands that there will be people restricted to their homes, do we have a process in place to capture volunteers who would willing to help deliver supplies and medications to those under quarantine. It is a goal of the Health Department that, by bringing in a public health community liaison, we can help organize our community partners in getting volunteers out where needed. Chloe Willetts also stated that the Health Department has access to the Michigan Volunteer Registry where people can sign up with specific skills. Then the Health Department can look for specialized volunteers that are already “vetted”. There are organizations already offering services to help people that are restricted to their homes; pharmacies, Benzie Bus, United Way, etc. We need to ensure that volunteers are educated in safely providing services to the people they are helping so that they do not get sick or in turn get other people sick.
3. Dr. Kuiper, MD, Crystal Lake Clinic - gave an update on what they are trying to do at Crystal Lake Clinic. They have suspended non-essential and non-emergent health care services at this time. Biggest challenge is a lack of consistent public message on who should be tested and who should be seeking care. He has been answering telephone calls and there is not a clear message. A test went out on Friday and he does not have the results back yet. The public needs to know how they can best control their symptoms and who should they contact regarding their symptoms. Doctors are looking on the Internet on how to best handle these situations. Can the Health Department do a better job get information out to the public and the providers? The Health Department appreciates providers' feedback and we would love to hear of a better way to get information out to providers. The Health Department sends a lot of information out to the public to be clear as possible but we cannot control what media publishes. The hospitals are taking the lead on testing facilities. The rapid changing information has proven to be a challenge. Munson implemented a nurse hotline which is staffed to focus on helping those who do not have a provider, helping clinicians who have

questions on testing and is staffed from 7 am to 7 pm, seven days a week. The State lab was overwhelmed with tests and thus there is a backlog.

4. Peachy Rentenbach, Board of Health Member – Leelanau County stated that there is a lot of miscommunication out in the public. Is there any practical information that can be shared that would help alleviate public fears? Peacock mentioned that the media needs to have accurate information and timely. What is given to them and what is published is up to the media and out of the control of the Health Department. Social media is used as a tool that we share information as well as 211. It is a challenge of getting timely and accurate information and needs to be multiple community partners getting the same message out. Peacock mentioned that CDC and MDHHS websites have been doing a great job in updating accurate information that can be shared on our website and social media changes.
5. Tony Ansorge, Board of Health Member – Leelanau County commented that our health care workers themselves are going to get sick at some point. Is there a plan in place for when the first line of people get sick? The health care systems and the Health Department leadership have planned and worked for a number of years on being prepared. There are plans in place at the Health Department.
6. Peachy Rentenbach, Board of Health Member – Leelanau County wanted to talk about specific instances where residents get diagnosed. Residents are asking her questions on what they should do. The goal of public health is to have people that are healthy and to stay health. The Health Department looks as risk factors and will alert people who are impacted. It was agreed that the Health Department should add Board of Health members to information sheets distribution so they are kept informed on what information is going out so they can inform their residents. There is also a telephone number of 231-882-2197 where people can leave a message and the Health Department can call them back to answer their questions.
7. There is a social distancing recommendation that is a very effective method for preventing the spread of disease. Linda Farrell, Board of Health Member – Benzie County commented that social distancing is not about protecting yourself, but it is about protecting the community. If we all don't do social distancing, then it will not work. The goal is not to eliminate the disease but rather to control it. The Governor's executive order was put in place to help control the crowds.
8. Julie Tarr, Executive Director, ShareCare of Leelanau questioned if the Health Department liaison would also be coordinating with community partners like ShareCare. Peacock states that yes, Health Department personnel will continue to work with our community partners.

**April Board of Health Meeting Date:** The next meeting for the Board of Health will be Wednesday, April 22, 2020 at 2:00 pm. The meeting is tentatively set for 2:00 pm with a 1:00 pm Personnel and Finance Committee meeting. If allowed, the meeting may be a teleconference.

**Revised Travel Policy:** Lisa Peacock presented a revised travel policy for the Health Department that outlines guidelines for international and domestic travel for both business and personal purposes.

**Motion by:** Ansorge to accept the BLDHD revised travel policy as presented effective March 18, 2020.

**Seconded by:** Rentenbach

**Voice vote:** 4 yeas      0 nays   1 excused      **Motion carried**

**Temporary Emergency Leave Policy:** Lisa Peacock presented a Temporary Emergency Leave policy for staff members who are impacted by the COVID-19 outbreak. It is important to note that this policy does not include time associated with personal travel.

**Motion by:** Rentenbach to accept the Temporary Emergency Leave Policy with the addition of Item H under Purpose stating: Emergency leave is not to be used to supplant employee pay including, but not limited to, workmen's comp, disability insurance and unemployment insurance.

**Seconded by:** Ansorge

**Voice vote:** 4 yeas      0 nays   1 excused      **Motion carried**

**Board Comments:**

Ansorge stated a constituent questioned him that in Italy it was suggested not to take ibuprofen if you had COVID-19 and they should take Tylenol. Dr. Meyerson stated he has not received any guidance from the CDC and FDC and would hesitate giving that information. As updated information comes through to the Health Department, they will get the information out. It is important to refer people to credible sources.

Ferrell commented that she appreciated the robust conversations that were done. She appreciates all the hard work that the staff have done.

**Public Comment-**none

**Board Comments-**none

**Adjourn:** The meeting adjourned at 4:33 pm

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Gary Sauer, Chair

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Dodie Putney, Recording Secretary



The regular meeting of the Board of County Road Commissioners of Benzie County was called to order by Chairman Rosa at the Road Commission offices in Honor, Michigan on Thursday March 12, 2020 at 9:30 a.m.

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

The agenda was amended moving "Opening of Advertised Bids" from Items Before the Board to just after review of the Cash Summary. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

The February 20, 2020 minutes were accepted as presented.

The March 5, 2020 minutes were accepted as presented.

Motion by Commissioner Bowers and supported by Commissioner Mick to pay bills #46934 to #46993 in the amount of \$251,416.49 and Payroll #5 for \$62,834.18, Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Motion by Commissioner Rosa and supported by Commissioner Mick to pay the MERS EFT in the amount of \$55,252.68. Ayes: Rosa, Bowers and Mick. Nays: None, Motion carried.

**Cash Summary:** Clerk Kolinske presented the Cash Summary.

Opening of Advertised Bids – Bids for the following were opened at the meeting: HMA Crack Treatment, Chip Seal and Fog Seal, M-22 Raised Edge (MDOT Project), US-31 Between Leelanau Street and Deadstream Road, Mill & Repave (MDOT Project) and US-31 North of Wild Laurel Lane, Mill & Repave (MDOT Project).

**Work Summary:**

*Mike Johnson Shop Foreman/Facility Manager – N/A*

*Scott Fasel Superintendent* – It has been a productive winter for tree cutting. Reported an accident that happened with one of our trucks on Monday. Taking extra steps to stress the importance of safety first. Hoping to lift frost law restrictions early to mid-April. Crew is looking forward to spring. MDOT 2020 US 31 project includes adding a turning lane from Chum's Corners to Cherry Growers.

*Matt Skeels Manager* – Attended the 2020 Highway Conference in Lansing this week. Mentioned that attendance was down this year. Discussion was held at the meeting regarding fresh water mussels, which are the latest protected species that will require some additional work and expenses when it comes to bridge and culvert work. The mussels, if found in a project zone, need to be protected and relocated.

**Standing guest: Gary Sauer, County Commissioner** – Erosion issues presentation will be given at the Garden Theatre this evening from 6-8 p.m. Benzie school board is discussing reductions for their next school proposal. Health department has signed a one-year agreement with Childhood Development. Townships are all currently working on their budgets. Blaine Township supervisor will not be running for re-election. Benzie Transportation Authority is looking for two new board members. Village of Thompsonville is inquiring about future road projects on CR-669. Mentioned that most

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BENZIE COUNTY CLERK  
BEULAH, MI 49617

county commissioners feel renovations to old BCRC building may not be the best option and that they feel there would be enough support for a new facility.

**Public Input:** N/A

**Items Before the Board:**

2021 Truck Equipment Outfitting Estimates – Manager Skeels presented to the board the detailed specifications and costs to outfit the trucks we will receive this fall.

James Lamont – Cinder Road Culvert - Motion by Commissioner Rosa and supported by Commissioner Bowers to have BCRC upgrade the culvert in front of the home located at 18475 Cinder Road from a 12-inch to an 18-inch culvert to address flooding issues on Mr. Lamont's property. Ayes: Rosa, Bowers and Mick. Nays: None, Motion carried

Proposed Permit Fee Changes – Motion by Commissioner Rosa and supported by Commissioner Bowers to update the BCRC "Permit Fee Schedule" adding language and fees for non-profit and for-profit special events based on type and size. Ayes: Rosa, Bowers and Mick. Nays: None, Motion carried.

Homestead Township May 16, 2020 Clean-up Day - Motion by Commissioner Bowers and supported by Commissioner Mick to allow Homestead Township the use of the BCRC grounds on May 16, 2020, from 8:00 a.m. to noon for their annual Township clean-up day. Ayes: Rosa, Bowers and Mick. Nays: None, Motion carried.

**Correspondence/Information/Discussion:**

Building Improvements/Renovations Review & Discussion – Manager Skeels presented a memorandum letter received from Architecture Technology, P.C. and a summary document he created that highlights the pros and cons of options A and B.

**Closed Session – To Consider the purchase or lease of real property –**

10:33 a.m. - Motion by Commissioner Bowers and supported by Commissioner Mick to enter into a closed session to consider the purchase or lease of real property. Ayes: Rosa, Bowers and Mick. Nays: None, Motion carried.

11:25 a.m. Motion by Commissioner Bowers and supported by Commissioner Mick to exit the closed session considering the purchase or lease of real property. Ayes: Rosa, Bowers and Mick. Nays: None, Motion carried.

Motion by Commissioner Bowers and supported by Commissioner Rosa to approve expenditures for one set of revised plans and a phase one environmental assessment of the school property. Ayes: Rosa, Bowers and Mick. Nays: None, Motion carried.

**Public Input:** N/A

**Board Round Table:** Manager Skeels shared the MCRCSIP nominations form with the board.

Meeting Adjourned at 11:35 a.m.

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Robert Rosa, Chairman

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Jennifer Kolinske, Clerk



## Dawn Olney



**From:** Maridee Cutler  
**Sent:** Tuesday, April 7, 2020 11:46 AM  
**To:** Dawn Olney  
**Subject:** FW: Census Update April 6  
**Attachments:** More Country Data.pdf

Do you want to share this with Commissioners in their packets?

Maridee Cutler – CHRS, SHRM-CP  
Deputy County Administrator  
Benzie County



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APR 08 2020

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BENZIE COUNTY CLERK  
BEULAH, MI 49617

**From:** Kris S Steinberg (CENSUS/CG FED) <kris.s.steinberg@2020census.gov>  
**Sent:** Monday, April 6, 2020 2:04 PM  
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**Subject:** Census Update April 6

Dear Partners:

I hope you had a relaxing weekend and everyone is well. Below is the April 3 self-response scores. Many townships are closing in or surpassing the 50% self-response rate. Almost all continue to increase. Keep the momentum going!

If you still community members who are still questioning why they should respond, this link put forward by Partnership Specialist Joe Jonaitis may help:

Why is the 2020 Census important? Check out this video clip to see how census responses determine the number of representatives we have in Congress, inform hundreds of billions in federal funding every year for state and local communities, and provide data that will impact Michigan for the next decade: <https://www.youtube.com/watch?v=oXZAe8XYeNQ>.

Also attached is more data about the self-response rate highlighting the Chicago region, but has data for the entire country.

As always, please share this information and if anyone has idea's or questions please contact me.

Sincerely,  
Kris



**Self-Response Rate = Percentage of people responding on their own (without s**  
**interactive mapper is at <https://2020census.gov/en/response-rates.html>**

**LRS (Low Response Score). It is a Prediction of the percentage of the populati**  
**based on previous Census returns and other Census survey returns such as the**  
**at <https://www.census.gov/library/visualizations/2017/geo/roam.html>**

	Self-Response	
	2010	4/3/2020
National		44.5%

	Self-Response	
	2010	4/3/2020
Michigan	67.7%	51.3%

	2010	4/3/2020	LRS		2010	4/3/2020	LRS
<b>Benzie Co.</b>	<b>46.5%</b>	<b>32.8%</b>		<b>Lake Co</b>	<b>27.3%</b>	<b>15.2%</b>	
City - Frankfort	49.2	27.7	13.3	Baldwin	53.7	42.1	20-21.7
Almira Twp.	61.1	49.2	16.2	Luther	60.2	37.3	19.0
Benzonia Twp.	43.1	28.4	14.6-18	Chase Twp.	65.4	49.8	20.0
Blaine Twp.	46.5	31.4	18.0	Cherry Valley Twp.	30.6	15.0	19.0
Colfax Twp.	59.9	39.3	16.2	Dover Twp.	41.9	23.0	19.0
Crystal Lake Twp.	30.3	19.3	13.3	Eden Twp.	26.2	10.4	14.2
Gilmore Twp.	63.4	24.2	13.3-18	Elk Twp.	28.1	14.9	14.2
Homestead Twp.	56.0	37.3	16.7-18	Ellsworth Twp.	49.6	32.3	19.0
Inland Twp.	71.0	50.5	18.0	Lake Twp.	15.9	5.5	21.7
Joyfield Twp.	65.6	49.4	14.6-16.7	Newkirk Twp.	31.1	14.4	19.0
Lake Twp.	26.9	17.9	14.6-16.7	Peacock Twp.	19.5	6.9	14.2
Platte Twp.	55.5	35.3	16.7	Pinora Twp.	55.3	37.6	19.0
Weldon Twp.	26.5	18.9	16.2-18	Pleasant Plains Twp.	30.9	17.3	20-21.7
				Sauble Twp.	24.4	14.1	14.2
				Sweetwater Twp.	21.4	15.2	14.2-21.7
				Webber Twp.	31.6	19.2	14.2-19
				Yates Twp.	19.3	6.4	20-21.7

	Self-Response				Self-Response		
	2010	4/3/2020	LRS		2010	4/3/2020	LRS
<b>Mecosta Co.</b>	<b>60.3%</b>	<b>43.1%</b>		<b>Newaygo Co</b>	<b>59.3%</b>	<b>44.6%</b>	
Big Rapids	67.0	39.3	23.7-35.8	Freemont	73.2	52.9	18.6
Barryton	66.7	50.5	18.1	Grant	62.5	45.0	20.2-20.8
Mecosta	65.6	30.8	16.2	Newaygo	67.3	46.9	19.1
Morley	65.7	51.9	18.1	Hesperia	70.5	53.7	19.1
Stanwood	70.2	47.9	18.1	White Cloud	64.5	46.0	21.0
Aetna Twp.	67.4	54.6	15.4-18.1	Ashland Twp.	70.9	53.1	20.2
Austin Twp.	65.0	49.6	15.4-18.1	Barton Twp.	66.4	46.6	18.4
Big Rapids Twp.	75.8	46.0	22.7-35.8	Beaver Twp.	57.0	30.0	18.4
Chippewa Twp.	40.7	20.8	16.2-17.4	Big Prairie Twp.	53.3	37.5	17.3-19.1
Colfax Twp.	73.8	55.5	16.2	Bridgeton Twp.	71.2	54.1	16.2-20.8
Deerfield Twp.	81.4	57.7	15.4-18.1	Brooks Twp.	58.8	39.1	19.0
Fork Twp.	58.4	44.5	18.4	Croton Twp.	60.2	39.7	17.3-19.1
Grant Twp.	68.5	45.6	16.2-19.1	Dayton Twp.	74.9	60.2	16.2-18.6
Green Ch. Twp.	70.5	43.9	19.1-23.7	Denver Twp.	69.0	47.7	19.1
Hinton Twp.	71.5	55.1	15.4	Ensley Twp.	74.3	58.4	18.2
Martiny Twp.	44.4	33.3	17.1	Everett Twp.	66.3	47.0	21-19.1
Mecosta Twp.	65.1	45.6	15.2-16.4	Garfield Twp.	66.4	50.2	14.1-19
Millbrook Twp.	74.4	57.3	15.4-19.3	Goodwell Twp.	59.2	44.3	18.4
Morton Twp.	53.8	39.4	15.2-16.4	Grant Twp.	78.6	53.9	20.2-20.8
Sheridan Twp.	52.4	37.1	17.1-18.4	Home Twp.	40.6	28.3	18.4
Wheatland Twp.	72.6	54.3	15.4-18.4	Liley Twp.	39.6	19.5	18.4
				Lincoln Twp.	634.0	38.3	19.1
				Merrill Twp.	35.2	14.6	18.4
				Monroe Twp.	47.1	21.7	15.4



Norwich Twp.	69.8	44.7	18.4
Sheridan Ch Twp.	74.9	56.8	14.1- 16.2
Troy Twp.	50.6	23.7	18.4
Wilcox Twp.	65.1	41.7	21.0

**Kris Steinberg**, Partnership Specialist

Chicago Region

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There are many highlights from our self-response rates that are quite notable (Congratulations to all the States):

1. 5 of our 8 States are in the Top 10: Minnesota, Wisconsin, Michigan, Iowa and Illinois
2. Chicago Region boasts 34/50 counties in the Top 50
3. Twelve of our **Tier II** Cities are in the Top 50.

Of course, we have some work to do - particularly with our Tier I Cities - none are in the Top 10 (although Indianapolis is quite near the top).

### Self-Response by State

	State	Response Rate	Phone	Internet	Paper
1	Minnesota	53.90%	0.50%	50.30%	3.10%
2	Wisconsin	51.80%	0.60%	48.20%	3.00%
3	Michigan	51.30%	0.50%	44.10%	6.60%
4	Virginia	50.40%	0.50%	44.80%	5.10%
5	Iowa	50.30%	0.50%	45.00%	4.80%
6	Nebraska	50.20%	0.50%	44.60%	5.00%
7	Utah	49.60%	0.30%	49.10%	0.20%
8	Illinois	49.20%	0.50%	44.20%	4.50%
9	Kansas	49.00%	0.50%	42.80%	5.80%
10	Washington	48.90%	0.40%	47.00%	1.50%
11	Ohio	48.40%	0.60%	42.10%	5.70%
12	Indiana	48.20%	0.50%	41.50%	6.30%
13	Colorado	47.90%	0.40%	45.60%	1.90%
14	Maryland	47.60%	0.50%	44.60%	2.50%
15	Idaho	47.50%	0.40%	44.80%	2.20%
16	Connecticut	46.30%	0.60%	43.00%	2.80%
17	Oregon	46.20%	0.40%	43.20%	2.70%
18	Missouri	46.10%	0.50%	39.00%	6.60%
19	Pennsylvania	46.00%	0.60%	40.90%	4.50%
20	Massachusetts	45.90%	0.50%	43.70%	1.70%
21	New Jersey	45.70%	0.60%	42.60%	2.50%
22	Kentucky	45.60%	0.50%	36.50%	8.60%
23	Tennessee	45.10%	0.50%	36.40%	8.20%
24	South Dakota	44.80%	0.40%	40.50%	3.80%
25	North Dakota	44.50%	0.40%	40.00%	4.10%
26	Alabama	44.40%	0.50%	32.70%	11.20%
27	California	44.20%	0.50%	41.20%	2.50%
28	Mississippi	44.00%	0.40%	28.00%	15.60%
29	Delaware	43.70%	0.50%	39.70%	3.40%

	County	State	Response Rate	Phone	Internet	Paper
1	Washington County	Wisconsin	63.40%	0.70%	61.90%	0.80%
2	Ozaukee County	Wisconsin	63.20%	0.60%	62.60%	0.00%
3	Carver County	Minnesota	63.10%	0.40%	62.70%	0.00%
4	Waukesha County	Wisconsin	63.00%	0.60%	61.40%	1.00%
5	Fairfax city	Virginia	62.80%	0.50%	62.30%	0.00%
6	Calumet County	Wisconsin	62.80%	0.60%	62.20%	0.00%
7	Falls Church city	Virginia	62.50%	0.30%	62.20%	0.00%
8	Scott County	Minnesota	62.30%	0.30%	62.00%	0.00%
9	Anoka County	Minnesota	62.00%	0.50%	61.50%	0.00%
10	Livingston County	Michigan	61.90%	0.40%	59.70%	1.80%
11	Los Alamos County	New Mexico	61.70%	0.20%	61.50%	0.00%
12	Outagamie County	Wisconsin	61.20%	0.60%	59.80%	0.90%
13	Washington County	Minnesota	61.10%	0.40%	60.70%	0.00%
14	Dubuois County	Indiana	60.80%	0.80%	48.90%	11.10%
15	Macomb County	Michigan	60.70%	0.90%	56.60%	3.20%
16	St. Charles County	Missouri	60.70%	0.50%	59.40%	0.80%
17	Davis County	Utah	60.70%	0.30%	60.40%	0.00%
18	Eau Claire County	Wisconsin	60.60%	0.70%	58.20%	1.70%
19	Monroe County	Illinois	60.40%	0.50%	59.90%	0.00%
20	Dakota County	Minnesota	60.30%	0.40%	59.80%	0.00%
21	Morgan County	Utah	60.10%	0.20%	59.90%	0.00%
22	Loudoun County	Virginia	60.10%	0.20%	59.80%	0.00%
23	Adams County	Illinois	59.90%	0.60%	45.10%	14.10%
24	Fairfax County	Virginia	59.90%	0.40%	59.60%	0.00%
25	Rock County	Minnesota	59.70%	0.20%	41.10%	18.40%
26	Poquoson city	Virginia	59.70%	0.50%	59.20%	0.10%
27	Nicollet County	Minnesota	59.40%	0.60%	58.80%	0.00%
28	Kendall County	Illinois	59.30%	0.40%	59.00%	0.00%
29	James City County	Virginia	59.30%	0.60%	58.70%	0.00%



30	Nevada	43.50%	0.50%	40.00%	3.10%
31	Florida	43.00%	0.50%	36.80%	5.70%
32	District of Columbia	42.80%	0.50%	39.90%	2.50%
33	New Hampshire	42.20%	0.40%	40.50%	1.30%
34	Georgia	42.10%	0.40%	36.50%	5.20%
35	Arkansas	42.00%	0.40%	30.00%	11.70%
36	Arizona	41.90%	0.40%	37.90%	3.60%
37	North Carolina	41.70%	0.40%	35.70%	5.60%
38	Rhode Island	41.70%	0.60%	37.60%	3.50%
39	Louisiana	41.40%	0.50%	32.20%	8.70%
40	South Carolina	40.30%	0.40%	32.70%	7.20%
41	Oklahoma	40.00%	0.40%	32.40%	7.20%
42	Texas	39.70%	0.40%	35.10%	4.30%
43	New York	38.90%	0.50%	34.90%	3.50%
44	Hawaii	37.20%	0.40%	34.00%	2.90%
45	Montana	36.40%	0.30%	32.20%	4.00%
46	Maine	35.70%	0.40%	30.50%	4.80%
47	Vermont	35.30%	0.40%	31.70%	3.20%
48	Wyoming	35.20%	0.30%	32.50%	2.40%
49	New Mexico	33.60%	0.30%	29.20%	4.00%
50	West Virginia	32.20%	0.40%	23.70%	8.10%
51	Alaska	28.10%	0.20%	26.70%	1.30%
52	Puerto Rico	3.30%	0.10%	3.20%	0.00%

30	St. Croix County	Wisconsin	59.20%	0.40%	58.90%	0.00%
31	Midland County	Michigan	59.10%	0.50%	53.00%	5.60%
32	Sherburne County	Minnesota	58.90%	0.30%	58.60%	0.00%
33	Howard County	Nebraska	58.90%	0.10%	18.50%	40.30%
34	Douglas County	Colorado	58.80%	0.20%	58.60%	0.00%
35	McHenry County	Illinois	58.80%	0.50%	58.30%	0.00%
36	Jefferson County	Colorado	58.70%	0.50%	58.10%	0.20%
37	Ada County	Idaho	58.60%	0.40%	58.20%	0.00%
38	Dane County	Wisconsin	58.50%	0.40%	57.90%	0.10%
39	Audubon County	Iowa	58.40%	0.20%	17.00%	41.20%
40	Oakland County	Michigan	58.40%	0.60%	56.20%	1.60%
41	Sarpy County	Nebraska	58.20%	0.50%	57.70%	0.00%
42	Hennepin County	Minnesota	58.10%	0.50%	56.90%	0.70%
43	Sheboygan County	Wisconsin	58.10%	0.70%	55.30%	2.10%
44	Ottawa County	Michigan	58.00%	0.40%	55.90%	1.60%
45	McLeod County	Minnesota	58.00%	0.50%	49.70%	7.80%
46	Brown County	Wisconsin	58.00%	0.70%	56.80%	0.50%
47	Bay County	Michigan	57.90%	0.60%	43.50%	13.80%
48	Lincoln County	South Dakota	57.80%	0.30%	57.40%	0.00%
49	Hanover County	Virginia	57.80%	0.60%	57.20%	0.00%
50	Sioux County	Iowa	57.70%	0.50%	57.20%	0.00%

#### Tier I Cities (500,000 + population)

	Tier I Cities	Self-Response Rate
1	Seattle, Washington	53.90%
2	San Jose, California	51.80%
3	Louisville, Kentucky	51.30%
4	Portland, Oregon	50.00%
5	San Diego, California	49.20%
6	Denver, Colorado	47.50%
7	Sacramento, California	46.30%
8	Las Vegas, Nevada	46.00%
9	Albuquerque, New Mexico	45.60%
10	Jacksonville, Florida	45.50%
11	Mesa, Arizona	44.90%

#### Tier II Cities (100,000 - 499,999 population)

	Tier II Cities	Self-Response Rate
1	Sterling Heights, Michigan	65.70%
2	Centennial, Colorado	65.20%
3	Arvada, Colorado	62.60%
4	Naperville, Illinois	62.40%
5	Meridian, Idaho	59.80%
6	Warren, Michigan	59.20%
7	Olathe, Kansas	57.40%
8	Rochester, Minnesota	57.20%
9	Thousand Oaks, California	57.00%
10	Boise City, Idaho	56.90%
11	Allen, Texas	56.70%



12	Oklahoma City, Oklahoma	44.80%
13	Indianapolis, Indiana	44.60%
14	Charlotte, North Carolina	43.50%
15	Milwaukee, Wisconsin	43.20%
16	Fort Worth, Texas	43.00%
17	Washington, D.C.	42.80%
18	Austin, Texas	42.60%
19	San Francisco, California	42.50%
20	Tucson, Arizona	42.30%
21	Fresno, California	42.30%
22	Nashville, Tennessee	42.10%
23	Columbus, Ohio	42.00%
24	Phoenix, Arizona	41.90%
25	El Paso, Texas	41.50%
26	San Antonio, Texas	41.10%
27	Memphis, Tennessee	40.30%
28	Chicago, Illinois	38.60%
29	Dallas, Texas	38.10%
30	Houston, Texas	37.10%
31	Baltimore, Maryland	37.00%
32	Detroit, Michigan	38.80%
33	Boston, Massachusetts	36.20%
34	Philadelphia, Pennsylvania	36.10%
35	Los Angeles, California	34.00%
36	New York, New York	33.90%

12	Cary, North Carolina	56.40%
13	Madison, Wisconsin	56.20%
14	Lincoln, Nebraska	56.00%
15	Ann Arbor, Michigan	56.00%
16	Westminster, Colorado	55.90%
17	Sugar Land, Texas	55.80%
18	Elk Grove, California	55.70%
19	Fremont, California	55.60%
20	Overland Park, Kansas	55.50%
21	Sunnyvale, California	55.20%
22	Lakewood, Colorado	54.70%
23	Simi Valley, California	54.40%
24	Chesapeake, Virginia	54.40%
25	San Mateo, California	54.30%
26	Roseville, California	54.10%
27	Gilbert, Arizona	54.10%
28	Broken Arrow, Oklahoma	54.00%
29	Boulder, Colorado	54.00%
30	Sioux Falls, South Dakota	53.80%
31	Carlsbad, California	53.80%
32	Spokane, Washington	53.40%
33	St. Paul, Minnesota	53.30%
34	Santa Clara, California	53.10%
35	Bellevue, Washington	53.10%
36	West Jordan, Utah	53.00%
37	Fort Collins, Colorado	52.70%
38	Green Bay, Wisconsin	52.60%
39	Torrance, California	52.40%
40	Minneapolis, Minnesota	52.30%
41	Henderson, Nevada	52.20%
42	Thornton, Colorado	52.10%
43	Kenosha, Wisconsin	51.80%
44	Colorado Springs, Colorado	51.80%
45	Alexandria, Virginia	51.80%
46	Cedar Rapids, Iowa	51.70%
47	Vacaville, California	51.40%
48	Huntington Beach, California	51.40%
49	Huntsville, Alabama	51.30%
50	Springfield, Illinois	51.20%

