

# **BENZIE COUNTY BOARD OF COMMISSIONERS**

---

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

[www.benzieco.net](http://www.benzieco.net)

## **ORGANIZATIONAL MEETING AGENDA**

**JANUARY 7, 2020**

**Frank F. Walterhouse Meeting Room, Governmental Center, Beulah, Michigan**

9:00 a.m.      CALL TO ORDER  
ROLL CALL  
INVOCATION AND PLEDGE OF ALLEGIANCE  
ELECTION OF CHAIRMAN  
APPROVAL OF AGENDA  
PUBLIC INPUT  
ELECTION OF VICE CHAIRMAN  
ADOPTION OF MEETING DATES AND TIMES FOR 2020  
ADOPTION OF BOARD RULES  
PUBLIC INPUT STATEMENT  
COMMITTEE APPOINTMENTS  
STEP 3 -- COAM GRIEVANCE #19-935  
ADOPTION OF DEPOSITORIES – Resolution 2020-001  
ADOPTION OF ACH – Resolution 2020-002  
FAIR HOUSING – Resolution 2020-003  
PAYMENT OF BILLS  
PUBLIC COMMENT  
ADJOURNMENT

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's elementary-age children are in school now,... ...But where will they be in mid-June?**

**Let's talk about how we can address this need for our children.**

**Free dinner and community conversation  
Thursday, January 16, 2020  
5:45-8:00pm  
Mills Community House in Benzonia**

**Please RSVP the Advocates for planning**

Free childcare available, but request must be emailed by  
January 10<sup>th</sup> to [advocates@advocatesforbenziecounty.org](mailto:advocates@advocatesforbenziecounty.org)



## **Why talk about this?**

- To hear from parents of elementary-age children and understand their needs & challenges for summer childcare
- To improve networking & communication among those people & organizations that could address summer childcare needs
- To provide information to parents & the community about summer programs & resources for elementary-age children

## **Also learn about what's being planned for summer by:**

- Cognition Science & Discovery Center
- Nature Explorers
- SEEDS at Betsie Valley Elementary School
- Oliver Art Center in Frankfort
- Benzie County's District & Public Libraries
- Various Benzie County Churches
- Transportation support from the Benzie Bus



Meeting being hosted by  
The Advocates for Benzie County



**2020**  
**BENZIE COUNTY BOARD OF COMMISSIONERS**  
**REGULAR MEETINGS**

Regular meetings of the Benzie County Board of Commissioners will be held in the Commissioners Room, Government Center, Beulah, Michigan.

The meetings will be held on the 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays of each month unless changed by the Board of Commissioners. **All meetings will begin at 9:00 a.m.**

The Benzie County Board of Commissioners will follow "Robert's Rules of Order as Revised."

January	7	9:00 a.m.	Organizational Meeting
	14	9:00 a.m.	
	28	9:00 a.m.	
February	11	9:00 a.m.	
	25	9:00 a.m.	
March	10	9:00 a.m.	Building Department Annual Report
	24	9:00 a.m.	
April	14	9:00 a.m.	Equalization Report MAC Legislative Conf (April 15-17), Lansing Center/Radisson
	28	9:00 a.m.	
May	12	9:00 a.m.	
	26	9:00 a.m.	
June	9	9:00 a.m.	Summer Tax Hearing
	23	9:00 a.m.	
July	14	9:00 a.m.	
	28	9:00 a.m.	
August	11	9:00 a.m.	MAC Annual Conference (Aug 16-19) Radisson, Kalamazoo
	25	9:00 a.m.	
September	8	9:00 a.m.	Public Hearing to Set 2020 Budget Accept L 4029 – 2020 Millage Report; Adopt 2020-21 Budget
	22	9:00 a.m.	
October	13	9:00 a.m.	Apportionment Report; Set Elected Official Salaries
	27	9:00 a.m.	
November	10	9:00 a.m.	
	24	9:00 a.m.	
December	8	9:00 a.m.	Commission on Aging Annual Meeting
	22	9:00 a.m.	

**HOLIDAYS: The Government Center will be closed the following days:**

January	1	New Year's Day (Wednesday)
January	20	Martin Luther King Jr Day (Monday)
February	17	President's Day (Monday)
May	25	Memorial Day (Monday)
July	3	Independence Day (Friday)
September	7	Labor Day (Monday)
November	11	Veteran's Day (Wednesday)
November	26-27	Thanksgiving Holiday (Thursday/Friday)
December	24-25	Christmas Holiday (Thursday/Friday)
December	31	New Year's Eve (Thursday)





BOARD RULES  
Adopted: January \_\_\_\_\_, 2020

1. MEETINGS

1.1 Regular Schedule. Regular meetings of the board of commissioners are held on the second and fourth Tuesday of each month with the exception of March and December. Any regular or adjourned meeting of the board which falls upon a legal holiday (Martin Luther King Day, President's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, the day after Thanksgiving, the day before Christmas, Christmas Day, the day before New Years, and New Years Day) shall automatically be set over to the next regular day following that is not a legal holiday at the same time and place indicated for the regularly scheduled meeting, unless the board, in session, determines otherwise.

1.11 The Tuesday immediately following the second Monday of each April, this being the Statutory Equalization meeting. Required by state statute (MCL 209.5).

1.12 Annual meeting date after September 14 but before October 16. *[client to select date]*  
Required by state statute (MCL 46.1).

1.2 Time. The regular meetings of the board of commissioners shall be held on the second and fourth Tuesdays at 9:00 a.m. with the exception of the March 26 meeting which will be held on March 28 (Thursday) at 9:00 a.m. and December will have one meeting held on December 17 which will be 3<sup>rd</sup> Tuesday at 9:00 a.m.

1.3 Place. The board shall meet in the Benzie County Government Center.

1.4 Change in Schedule. Changes in the meeting schedule, including time and place, additional meetings, and meetings adjourned or recessed to a specific time and place, may be made by majority vote of the board of commissioners, such change to be recorded in the minutes of the meeting in which the change is made. Meetings may be adjourned or recessed "at the call of the chair" by majority vote of the board of commissioners present and constituting a quorum. Meetings adjourned or recessed for more than 48 hours "at the call of the chair" unless the board provides otherwise may be reconvened upon telephonic or other communication at least 24 hours before the time of the reconvening and upon giving the public notice. All such changes shall be in compliance with the Open Meeting Act, MCL 15.261 et seq.

1.5 Special Meetings.

1.51 Petition and Notice. A special meeting of the board of commissioners shall be held only when requested by one-third of the members, which request shall be in writing, addressed to the county clerk and specifying the time, place and purpose of the meeting. When possible some evening meetings may be held. Upon receipt of the requests, the clerk shall immediately give notice to each board member with at least 24 hours' notice before the time of such meeting in one of the manners provided as follows:

- via a confirmed facsimile transmission to the commissioner's residence
- via personal delivery of the notice of the special meeting to the commissioner
- leaving the notice of the special meeting at the residence of the commissioner
- email to address previously supplied for such purpose by the commissioner

The clerk shall post at least 18 hours before the meeting a Public Notice as required by 1976 PA 267.

- 1.6 Public Notice of Meetings. The clerk of the board of commissioners each year shall give public notice of the regular schedule of time and place in one or more newspapers circulated in the county, and by posting the schedule in the Benzie County Government Center in compliance with the Open Meetings Act. Public notice of special or rescheduled meetings, and reconvening of meetings which have been adjourned or recessed for more than 48 hours shall be given by informing the newspaper in the county and posting notice in the courthouse as required by the Open Meetings Act.
- 1.7 Public Meetings. The meetings of the board of commissioners shall be open and accessible to the public and all persons may attend its meetings.

## 2. QUORUM

Quorum. A majority of commissioners shall constitute a quorum for the transaction of the ordinary business of the county.

Absence of Quorum. Upon the absence of a quorum, the members present may recess from time to time or to a time certain. Public notice is not required if the time set for reconvening is less than one hour. All Open Meetings Act requirements shall be adhered to.

## 3. VOTING

Majority Vote. All questions which shall arise at the meetings of the board of commissioners shall be determined by the votes of a majority of the members present, except (1) upon the final adoption of any measure of resolution, or the allowance of any claim against the county, which matters shall be determined by a majority of all the members elected and serving, and (2) upon the final adoption of any matters which by statute require a greater majority.

Roll Call Votes. The names and votes of members shall be recorded on an action which is taken by the board of county commissioners if the action is on an ordinance, resolution, expenditure of funds, or appointment or election of an officer, except that for the election of a board chairman the vote may be by secret ballot.

Secret Ballot Voting. No vote may be taken by secret ballot on any matter except on the question of election of the chairman of the board.

Voting Mandatory. Each member present shall be required to vote on every question unless excused by the chairman upon good cause shown.

Reconsideration of Vote. When a question has been put and decided by a roll call of the members, any member who voted on the prevailing side may move reconsideration thereof. On all voice votes any member may move reconsideration. However, no motion for reconsideration shall be in order unless it is made in the same meeting or the meeting next succeeding the meeting on which the vote to be reconsidered was taken. No matter may be twice reconsidered. For purposes of this rule, the term "meeting" shall mean any session which proceeds uninterrupted by an adjournment or recess of greater than three hours.

## 4. ORGANIZATION

### Chairman

- 4.11 Election. During the first meeting in each calendar year, the Board of Commissioners shall select, by majority vote of all the members, one of its members to serve as chairman of the board for a one-year term, effective January 1. He/She shall take office and assume the duties immediately upon election.

- 4.12 Duties.

- 4.121 The chairman, if present, shall preside at all meetings of the board of commissioners, preserve order, and decide questions of order subject to appeal to the board.
- 4.122 The chairman shall be the agent for the board in the signing of contracts, orders, resolutions, determinations, and minutes of the board and in the certification of the tax rolls.



- 4.123 The chairman shall serve in such capacities and make appointments as the law shall require.
- 4.124 The chairman shall serve ex officio on all board committees. He/She shall not have a right to vote in committee unless he/she is expressly named a member of that committee.
- 4.125 The chairman, for purposes of representing the county in various functional or ceremonial capacities, shall be considered as the chief elected official of the county.
- 4.126 Upon his/her election and subject to the approval of a majority of all members of the board, the chairman shall proceed to appoint the members of all board standing committees and shall designate the chairperson of each committee. The term of each appointee to a board standing committee shall be for one (1) year but shall terminate as of the date such person ceases to be a member of the board of commissioners.

In addition, the chairperson shall, subject to the approval of the majority of all members of the board, appoint all board members who are designated to serve as a board liaison to those boards and commissions listed in section 4.4, below, as well as to any similar such board or commission where the appointee is to act as a liaison between said board or commission and the board of commissioners, and where such appointee serves as a member of such other board or commission by virtue of his or her board of commissioners membership. Such appointments shall be for one (1) year but shall terminate as of the date such person ceases to be a member of the board of commissioners.

Further, the chairperson shall, subject to the approval of the majority of all members of the board, appoint all those board members who are appointed to serve on various authorities and other agencies. Except as may be required by statute or bylaw of such authority or other agency, such appointment shall be for one (1) year but shall terminate as of the date such person ceases to be a member of the board of commissioners.

- 4.1271 All appointments assigned to sitting Commissioners are annual, except where dictated or mandated by statute.
- 4.1272 County Commissioners appointed to serve on boards and commissions shall be deemed to serve by virtue of their position as a County Commissioner. For such Commissioners, said appointment shall continue only so long as the commissioner continues in office, unless otherwise dictated or mandated by statute. At the point a Commissioner so appointed vacates the office of County Commissioner, all appointments enjoyed by virtue of that office shall also terminate.
- 4.127 The chairman of the board shall have the power to administer an oath to any person concerning any matter submitted to the board of commissioners or any matter connected with the discharge of their duties, to issue subpoenas for witnesses and to compel their attendance in the same manner as courts of law as authorized by state statute.
- 4.128 The chairman of the board, when appropriate, shall refer matters coming before the board to one of the committees of the board and he/she shall arbitrate all jurisdictional disputes between committees, decisions over which shall be subject to these rules and subject to appeal to the board.

Vice-Chairman.

- 4.21 Election. During the first meeting in each calendar year, the board of commissioners shall select, by majority vote of all the members, one of its members to serve as vice-chairman of the board. He/She shall take office and assume the duties immediately upon his election.
- 4.22 Duties.
  - 4.221 The vice-chairman shall preside over meetings of the board if the chairman is absent.
  - 4.222 The vice-chairman when he/she is present shall preside at all meetings of the committee of the whole.

Clerk.

- 4.31 Designation. The clerk of the county shall perform all statutory required duties for the board of commissioners. He/She, or his/her appointed deputy, shall perform all duties pertaining to such office.
- 4.32 Duties. The clerk's duties include the following:
  - 4.321 To record all the proceedings of the board in a book provided for that purpose. MINUTES. A copy of the minutes of each board meeting shall be prepared and transmitted to each board member promptly. The county clerk or his/her designee shall prepare minutes as required by the Open Meetings Act, 1976 PA 267.
  - 4.322 To make regular entries of all the board's resolutions and decisions upon all questions.
  - 4.323 To record the vote of each commissioner on any question submitted to the board.
  - 4.324 To preserve and file all accounts acted upon by the board and for no reason allow such accounts to be taken from his/her office.
  - 4.325 To certify, under Seal of the Circuit Court, without charge, copies of any and all resolutions or decisions on any of the proceedings of the board of commissioners, when required by the board or any of its members; or when required by any other person upon payment of fifty cents (\$.50) per folio or as otherwise required by the Freedom of Information Act.
  - 4.326 To preside, until a chairman or temporary chairman is elected, during the first meeting of the board of commissioners in every calendar year.
  - 4.327 To perform such other and further duties as the board, by resolution, may require.
- 4.33 Absence. In the event the clerk or his or her duly appointed deputy is absent from a meeting of the board, the chairman, with approval of a majority of the commissioners present and voting, shall appoint another person to act as temporary clerk until the clerk or the duly appointed deputy arrives.

In the absence of both chairman and vice chairman, the following commissioners will be delegated to be in charge, in the following order: Chairman, Vice Chairman, Board member seniority and then alphabetical order.

Parliamentarian. The county clerk of the county shall advise the chairman and the board of commissioners regarding questions of parliamentary procedures.

- 4.4 Committees. The board of commissioners shall have the following committees:

**STANDING COMMITTEES**

EMS

Courts – 3

Commission on Aging

Committee of the Whole  
Fee Committee

**COUNTY COMMISSION LIAISON**

Building Authority  
Chamber of Commerce  
Conservation District  
Human Services Department (DHHS, Maples)  
Land Bank Authority  
MSU Extension  
Road Commission  
Schools  
Sheriff/Jail  
911 Central Dispatch  
Transportation

**APPOINTMENTS TO AUTHORITIES AND OTHER AGENCIES**

AES – Alliance for Economic Success  
Airport Authority  
Animal Welfare League/Advisory Board  
Area Agency on Aging  
Benzie Housing Committee (county)  
Benzie Senior Resources (formerly Council on Aging & Benzie Home Health Care)  
Betsie River Watershed  
Betsie Valley Trailway Mgt Council  
Benzie-Leelanau Public Health  
Benzie-Leelanau Public Health Board of Appeals  
Centra Wellness -- CMH  
Central Dispatch Advisory  
Domestic Violence Task Force  
EDC/BRA (Benzie)  
Human Services Collaborative Body – HSCB  
LEPC  
Manistee-Benzie Comm Corrections – PA 511  
MAC Worker's Comp Fund  
Networks Northwest/Council of Government  
Northern Michigan Regional Entity  
Northern Michigan Counties  
Natural Scenic Rivers  
Northwest Michigan Community Action Agency  
ORV  
Parks & Recreation Commission  
Planning Commission  
Platte River Watershed Committee  
Point Betsie Lighthouse  
Soil Erosion Board of Appeals  
Solid Waste Advisory Committee  
Township Association & Local Municipalities  
Veterans Affairs



- 4.51 Duties: Each committee shall:
- 4.511 Report to the board.
  - 4.512 Review all appropriation requests most directly related to its own functions and make recommendations thereon for referral to and consideration by the board.
  - 4.513 Report and recommend allowance or disallowance of all claims relating to the jurisdiction of the committee as prescribed by these rules.
  - 4.514 Act as liaison between the board of commissioners and the several county officers, boards, commissions and agencies respecting matters under the jurisdiction of the committee as prescribed by these rules, except as the board shall otherwise direct.
  - 4.515 Have and perform such other duties as the board may direct.
- 4.52 Meetings. Meetings of a committee may be convened by its chairman or by a majority of its members at any time upon 36 hours or more written, telephonic or email notice to all its members and in compliance with the Open Meetings Act.
- 4.53 Committee Voting. The names and votes of members shall be recorded on an action which is taken by a committee of the board.
- 4.54 Special Committees. Subject to the approval of the board of commissioners, the chairman of the board may establish special committees and designate commissioners to serve thereon. The membership of special committees shall automatically be terminated upon the succession to office of a new chairman of the board.

## 5. CONDUCT OF MEETINGS

### Order of Business

- 5.11 Regular Order. The regular order shall be as follows:

Call to Order  
Roll Call  
Invocation and Pledge of Allegiance  
Approval of Agenda  
Approval and/or Correction of Minutes  
Public Input (Limit 3 minutes unless extended by the chair or a majority of the board of commissioners)  
Elected Officials & Dept Head Comments  
Commissioner Reports  
County Administrator Report  
Finance -- Approval of Bills  
Committee of the Whole  
Action Items  
Committee Appointments  
Presentation of Correspondence  
Old Business  
New Business  
Public Input (Limit 3 minutes unless extended by the chair or a majority of the board of commissioners)  
Adjournment

Agenda. On the fourth day before each regular and adjourned regular meeting of the board, the clerk shall provide to each member an agenda for the meeting, by placing in their mailbox at the Government Center or by placing said agenda on the county web site. Contained therewith shall be a brief description of all matters to be considered and arranged in accordance with the order specified above. All information

to be placed on the agenda must be received by the clerk of the board no later than 5:00 p.m. on the Wednesday immediately preceding said regular or adjourned regular meeting. Only with majority consent of the members present may any committee report, other than reports on routine claims, be acted upon by the board of commissioners at any regular or adjourned regular meeting.

- 5.21 Agenda Priorities. All matters to be placed on the agenda under one of the specific categories above shall be given priority of order on the basis of date and time received by the clerk of the board.

## 6. RIGHTS AND DUTIES OF COMMISSIONERS

### RIGHTS AND DUTIES OF MEMBERS.

Speaking Priorities. The sponsor of any properly moved and seconded motion, resolution, ordinance, or report, shall have the right to speak for up to 3 minutes, after the formal introduction but prior to any discussion of the matter on the floor. In any case where there may be more than one sponsor to a particular motion, resolution, ordinance or report, it shall be in the discretion of the chairperson which person shall exercise the right given by this rule to first speak on the pending matter. Before speaking, each member shall address himself/herself to the chairperson. If two or more members seek recognition to speak at the same time, the chairperson shall designate the order in which they shall speak. No member, while addressing the Board, shall be interrupted, except to be called to order; and thereupon, he/she shall immediately cease talking and be seated. Every commissioner shall vote on all questions unless excused by the chairperson. The chairperson shall vote on all questions unless excused by the board.

Commentary: Matters brought up which are not on the agenda almost always are referred to committee and, of course, a motion to refer is not debatable. This rule guarantees the sponsor the right to explain the matter briefly, before its referral.

7. NON-MEMBERS ADDRESSES TO COMMISSION – Only members of the board of commissioners shall be given the floor to speak during any board meeting except: County officials may speak after receiving recognition from the chairman of the board.

7.1 Any person who, with the consent of the chairman of the board or a majority of any board committee, has been given permission to be listed in an appropriate place on the agenda for the purpose of addressing the commission. Public comment as required by the Open Meetings Act is permitted.

7.2 In compliance with the Open Meetings Act: The County Board will operate under the following rules. To allow for public input. Each person wishing to speak may have up to three (3) minutes to make a statement or an address (this does not include the right to question members or individuals present). If persons know they will need more time, they should contact the County Clerk **by 5:00 p.m. on the Wednesday prior to said meeting** so that time may be allotted them on the agenda if approved by the board of commissioners.

7.3 Time has been allotted in the above schedule so that people may be heard without interrupting the County Board agenda and conduct of essential business.

## 8. PARLIAMENTARY AUTHORITY AND PROCEDURE

Authority. "Robert's Rules of Order Revised" shall govern all questions of procedures which are not otherwise provided by these rules or state law.

Procedure.

- 8.21 Motions, Resolutions, Committee Reports. No motion shall be debated or voted upon unless seconded. It shall then be stated by the chairman before debate. Any motion, with the

- permission of the person who moved and seconded it, may be withdrawn at any time before it has been adopted. Discussion does not constitute a second to a motion.
- 8.22 Motion to Clear the Floor. If in the judgment of the chairman, procedural matters have become confused, the chairman may request a “motion to clear the floor”. Such motion, if made and seconded, shall take precedence over all other motions and shall not be subject to debate, or if carried, to a motion to reconsider. The motion to clear the floor, if carried, shall clear the floor completely and with the same effect as if all matters on the floor were withdrawn.
- 8.23 Order of Precedence of Motions. When a motion is seconded and is before the board, no other motion shall be received except the following:  
To fix the time to which to adjourn  
To adjourn  
To move the previous question  
To lay on the table  
To postpone indefinitely  
To postpone to a time certain  
To refer  
To amend  
These motions shall have precedence in the order as named above.
- 8.24 Suspension of the Rules. These rules may be temporarily suspended only by a majority vote of all the members of the board in order to facilitate the accomplishment of any legal objective of the board in a legal matter.
- 8.25 For any future grant applications, the county board shall receive them in a timely manner so that the Commissioners can read, understand and render informed decisions pertaining to any grant applied for, effective January 4, 2002.
- 8.26 Division of Question. Upon request by any member, any question before the board may be divided and separated into more than one question; provided, however, that such may be done only when the original is of such a nature that upon division, each of the resulting questions is a complete question permitting independent consideration and action.
- 8.27 USE OF CELL PHONES. During meetings of the board, including committee meetings, all cell phones or other electronic devices shall be turned off or set to “mute” or “vibrate” in order to avoid disruption. Commissioners choosing to answer cell phone calls shall leave the table, and if necessary, the room, in order to avoid disruption. Notices of board and committee meetings shall include a request that all cell phones or other electronic devices be turned off or set to “mute” or “vibrate” in order to avoid disruption during the meeting. Disruption of a meeting by inappropriate use of a cell phone may be addressed in the same manner as other inappropriate disruptions.

9. ADOPTION AND AMENDMENT OF RULES

These rules having been adopted by not less than a majority of all the members of the board may be amended or rescinded by majority vote of all the members of the board. They shall remain in effect until amended or rescinded. Any proposed amendment to these rules, properly presented to the board of commissioners, shall take immediate effect when adopted, unless the board at the time of adoption stipulates otherwise.

10. ETHICAL PRINCIPLES OF CONDUCT RELATING TO THE PROCESS AND MANAGEMENT OF CONFIDENTIAL MATTERS



It is imperative from time to time that matters will come before the county that require confidential management. Matters and/or opinions sought require the action and direction of the Corporate Counsel or other properly retained Legal Advisory.

Those matters which come before the Benzie County Board of Commissioners that are subject to the attorney-client privilege or are protected by the attorney work product doctrine are considered confidential matters. Confidential matters include written opinions protected by the attorney-client privilege and/or communications between the Benzie County Board of Commissioners and its Corporate Counsel or other Legal Advisory retained by the Benzie County Board of Commissioners. Nothing in this rule shall be construed to be contrary to Michigan's Open Meetings Act or should be construed to prohibit the disclosure or dissemination of material that is subject to disclosure under Michigan's Freedom of Information Act.

10.1 Those services (tasks) of the Corporate Counsel, or other properly retained Legal Advisory, retained by the Benzie County Board of Commissioners, shall be discussed by the Board of Commissioners in open session and subject to a motion authorizing the Corporate Counsel or other Legal Advisory to perform legal services on behalf of the Benzie County Board of Commissioners, prior to said services (tasks) being performed whenever possible. When legal services are required prior to the Board of Commissioners meeting or in preparation for that meeting, then the County Administrator, after conferring with the Chairman or Vice Chairman, is authorized to obtain and task for such legal services.

10.1.1 Once the Benzie County Corporate counsel or other Legal Advisory has been properly retained by the Benzie County Board of Commissioners and provided a detailed explanation of the services sought, the Chairman of the Benzie County Board of Commissioners, or the County Administrator will communicate with the Benzie County Corporate Counsel or other outside Legal Advisory with regard to the status of the project and shall be the recipient of written Status Reports and other communications from the Benzie County Corporation Counsel or outside Legal Advisors.

10.1.2 Any party (Commissioner) seeking information or query prior to final disposition or legal opinion will be referred to section 10.3 of the Board Rules.

10.2 The Administrator for the County of Benzie shall maintain a separate file for those communications with the Benzie County Corporate Counsel and/or other Legal Advisory which are subject to the attorney-client privilege. Upon request, any member of the Benzie County Board of Commissioners may review said materials but shall not disseminate or discuss to any third party the contents of communication subject to the attorney-client privilege.

10.3 In the event that a member of the Benzie County Board of Commissioners has questions regarding a confidential matter including, but not necessarily limited to, a communication that is subject to the attorney-client privilege, that Commissioner or party shall prepare a written communication to the Benzie County Administrator and Board Chair outlining any issues or questions regarding the confidential matter or communication. Responses to those written communications then will be processed by the Chairman of the County Board of Commissioners and in most situations simultaneously shared with the entire Board of Commissioners.

10.4 One set of documents or related materials submitted to the Administrator or Chairman will be kept and on file. Files are not to be copied nor leave the Administrator's office. Also, sharing or communicating any information related to the confidential work, including

conversations, in progress or content of the documents (file) will be considered a breach of the "Board's" trust.

10.5 Members of the Benzie County Board of Commissioners may, by majority roll call vote, or two-thirds (2/3's) vote if required by the Open Meetings Act, move for entry into a closed session for those purposes authorized under the Michigan Open Meetings Act.

11. PUBLIC MEETINGS. Board meetings shall be open to the public as required by the Open Meetings Act.

Section 10.1 amended – 10/18/2005

Section 4.11 amended – 1/10/2006

Section 4.1271 amended – 1/10/2006

Section 4.1272 amended – 1/10/2006

Sections 1.1, 1.2, 4.33, 4.51, 5.11 amended – 1/19/2010

Sections 1.2, 4.4 amended – 1/4/2011

Sections 1.2, 4.4 and 5.11 amended – 1/4/2012

Section 1.1, 1.2, 4.4 and 5.11 amended – 1/2/2013

Section 1.1, 1.2, 4.4 and 5.11 amended – 1/15/2013

Section 1.2 and 5.11 – 1/7/2014

Section 4.4 – 1/6/2015

Section 4.127 – 2/10/2015

Sections 5.11, 7.2, page 10 items 2 and 3 – 1/3/2017

Sections 4.125, 4.4, 5.11, page 12 #11. – 1/2/2019

## POLICY ON COMPENSATION

1. A motion by Knox, seconded by Smith, effective January 1, 1995, per diem be set at \$35.00 for each meeting four hours or less, meetings lasting longer than four hours is considered two meetings (\$70.00) and after eight hours will be considered 3 meetings (\$105.00) for per diem.
2. Per diem shall not be paid for attending scheduled regular or reconvened county board meetings. However, per diem shall be paid for attending village, city and township board meetings of the district they represent, special board meetings, committee meetings, and special assignment meetings. Special assigned meetings are meetings attended at the direction of the Board of Commissioner or by the Chairman of the Board of Commissioners and may also be paid per diem. Proper documentation can be obtained and filed with the County Administrator.
3. Mileage will be authorized for attending reconvened or special county board meetings, village, city and township meetings of the district they represent, committee meetings, special assignment meetings, functions benefiting Benzie County, or meetings attended at the direction of the Board of Commissioners or by the Chairman of the Board of Commissioners, at the rate established by the Board of Commissioners.
4. Living expenses will be paid while attending special assignments, functions or meetings attended by the direction of the Board of Commissioners or by the chairman of the Board of Commissioners that are held outside of Benzie County.
5. Per diem to be paid for weekly Accounts Payable (A/P) review by a designated board member.  
(Added 1/12/2016)

County department heads will be expected to administer their yearly budgets in a reasonable and prudent manner, and should not expect supervision from the county board or its finance committee except:

- (a) When unexpected changes in county financing make it necessary, by board action, to request or impose adjustments in all departmental appropriations.
- (b) When, due to unforeseen circumstances or an emergency, it is necessary for a department head to request a supplemental appropriation not included in his or her original departmental budget.
- (c) When, in the judgment of a majority of the members of the county board, a department head demonstrates clear inability to administer public funds in a reasonable and prudent manner.
- (d) When the county board, through the chairman and vice-chairman, is reviewing budgetary requirements for the upcoming year.



## BOARD PRACTICES

1. Decisions shall be made by a majority vote of all commissioners present at board meetings.
2. No one individual commissioner has any authority to advise Government Center employees what to do or what not to do. This applies to any chairman of a committee.
3. The services of Corporate Counsel will be coordinated through the County Board Chair and the County Administrator.
4. Individual commissioners should not write instructive memos to Department Heads without going through the full board.
5. Commissioners who write and sign individual letters may not imply that the letter is by board decision and may not use Board of Commissioners letterhead.
6. Department liaison positions are only to take information from the board of commissioners to a department and vice versa, not to advise those departments how they should or should not be run.
7. Commissioners who attend committee meetings to which they have not been assigned will not be reimbursed for that attendance.
8. The Board is encouraged to present motions in writing to the Clerk prior to the meeting, if possible.
9. Effort should be made to carpool to out-of-town meetings.
10. Every effort should be made to have members of the Board of Commissioners submit per diems on a monthly basis.
11. All requests must go through the Committee of the Whole unless determined by the Chair and/or County Administrator to require immediate action by the board. (Added 2/9/2016)
12. Every odd year, the Board will consult legal counsel to review its Board Rules and Practices.
13. All policies adopted by the Board are binding on the Board.

## 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

## 2019 Committee Appointments

Committee	Commission Representative	Meeting Date & Time	Meeting Location	Contact Person	# Comm. Req.
<b>Standing Committees</b>					
Emergency Medical Services	Roelofs Alt. Taylor	3rd Tuesday 3:30pm	Commission Chambers	Tom King 383-5779	1
Joint Court	Sauer Carland	3rd Thursday 3:00pm	Alternates Benzie (odd) and Manistee (even) Court Houses	Julie Schmeling 231-398-3500 ext. 4	0
Committee of the Whole	All BOC Members	2nd and 4th Tuesday 1:30pm	Commission Chambers	Maridee Cutler 231-882-0035	4
Commission on Aging	All BOC Members	First BOC meeting in December	Commission Chambers	Dawn Olney 231-882-0000	0
Fee Committee	TBD	As Needed	TBD	Tom Longanbach 231-882-0015	0
Interview Committee	TBD	TBD	TBD	Dawn Olney 231-882-0000	0
Alliance for Economic Success	Taylor	4th Wednesday 4:00 pm	Manistee	Lisa Leedy 231-723-4325	0
<b>Liason</b>					
	<b>Commission Representative</b>	<b>Meeting Date &amp; Time</b>	<b>Meeting Location</b>	<b>Contact Person</b>	<b># Comm. Req.</b>
Building Authority	Jeannot Alt. Taylor	3rd Thursday 9:00 am	Commissioner's Chambers	Eric VanDussen 231-651-9189	0
Chamber of Commerce Board	Jeannot	3rd Wednesday 8:00am	Benzie Chamber Building	Mary Carroll 231-882-5801	0
Benzie Conservation District	Warsecke	3rd Wednesday 4:00pm	District Office	Aime Merizon 231-882-4391	1

Drain Commissioner	Farrell	TBD	TBD	Ed Hoogterp 231-882-4932	0
Department of Health and Human Services	Sauer Alt. Taylor	4th Tuesday 10:00am	The Maples	Jessica Savage 231-882-1302 (B) or 231-398-4108 (M)	0
MSU Extension	Farrell	As Needed	TBD	Deb Longo 231-882-0025	0
Benzie County Road Commission	Sauer Alt. Taylor	2nd & 4th Tuesday 9:30am	Road Commission Office	Chair: Matt Skeels Sec: <del>Kathleen Jordan</del> 231-325-3051 ext. 205	0
Sheriff/Jail	Warsecke Alt. Taylor	As Needed	TBD	Dan Smith 231-882-4484	0
Central Dispatch	Roelofs	2nd Thurs. Odd Months 3:00pm	Benzie County Sheriff's Office	<del>Ren Berns</del> 231-882-4487	1
Benzie Transportation Authority	Warsecke Alt. Taylor	3rd <del>Wed.</del> Wed., Even Months 5:30pm	Benzie Bus Facility - Honor	Bill Kennis 231-325-3000 ext. 7	0
<b>Appointments to Authorities &amp; Agencies</b>	<b>Commission Representative</b>	<b>Meeting Date &amp; Time</b>	<b>Meeting Location</b>	<b>Contact Person</b>	<b># Comm. Req.</b>
Airport Authority	<del>Garland</del> Alt. Farrell	3rd Thursday - 7:00pm	Frankfort Airport Terminal	Dick Bayer 231-651-0751	0
Benzie Senior Resources	Taylor Alt. Farrell	3rd Wednesday 4:30pm	The Gathering Place	Doug Durand 231-525-0600	0
Area Agency on Aging	Roelofs Alt. Taylor	1st Thurs./even months 9:30am	Traverse City	Bob Schlueter 231-947-8920	0
Animal Welfare League	Taylor	2nd Wed./even months 1:30pm	Government Center Room 209	Doreen Carter 231-651-0255	0
Benzie Housing Committee (CDBG)	Jeannot	As needed	TBD	Dawn Olney 231-882-0000	N/A
Betsie River Watershed	Sauer Alt. Farrell	As needed/ by permit	TBD	TBD	N/A
Betsie Valley Trailway Management Council	Sauer	2nd Tues., Mar. - Nov. 4:30pm	Commissioner's Room	Chair: <del>Dr. Bill Olson</del> <del>231-352-4815</del>	2



Benzie/Leelanau Health Department	Sauer Farrell	4th Thurs./odd months 4:00pm	May, Sept, Jan - Connie Binsfeld Res. Cntr. Mar, Aug, Nov - Benzie Resource Cntr.	Chris Malkowski 231-882-2208 Dottie Putney 231-882-2113	2
Centra Wellness Board	<del>Carland</del> Farrell	2nd Thursday 9:00am - 12:00 Noon	Manistee Admin. Bldg. - odd mos. Benzie Comm. Resource Cntr - even mos.	Nicole Warlin Executive Assistant 231-309-1729	2
Domestic Violence Task Force	Roelofs	Last Wednesday 12 Noon - Quarterly	Gov't Center Rm. #206	Sara Swanson 231-882-0043	0
Economic Development Committee/ Brownfield	Jeannot Carland	4th Thursday 11:00am	Commissioner's Room	Chair: Ed Kowalski Maridee Cutler 231-882-0035	2
Human Service Collaborative Board	Roelofs Alt. Farrell	4th Wednesday 9:30am	TBD	Sara May 231-882-2123	1
<b>Appointments to Authorities &amp; Agencies</b>	<b>Commission Representative</b>	<b>Meeting Date &amp; Time</b>	<b>Meeting Location</b>	<b>Contact Person</b>	<b># Comm. Req.</b>
Local Emergency Planning Committee	<del>Carland</del> Sauer	3rd Monday @ 2:00pm (Jan & Feb - 3rd Tues.) No meeting Nov & Dec	Government Center - Emergency Operations Center - Room 134	<del>Rebecca Hubers</del> Frank Post 231-882-0567	0
Local Planning Team	Taylor Alt. Warsecke	4th Thurs. 7:00pm (Ex. July, Aug. Nov. & Dec.)	Emergency Operations Center - Room 134	<del>Frank Post</del> <del>Rebecca Hubers</del> 231-882-0567	0
Land Bank Authority	Taylor	3rd Wednesday 8:30am	Government Center Room 121	Michelle Thompson Amy Bissell	0
Mich. Assoc. of Counties Agriculture/Tourism	Sauer	6X/year	Lansing, MI	N/A	N/A
Mich. Assoc. of Counties Transportation	<del>Carland</del>	4th Friday 10:00am - Noon	MAC Headquarters Lansing, MI	N/A	N/A
Mich. Assoc. of Counties Workers	Sauer	2nd Thursday 10:00am	Conference Room 1068 Cross St., Gaylord	N/A	N/A
Northern Michigan Regional Entity (SUD)	Farrell	1st Monday 10:00am	Conference Room 1068 Cross St., Gaylord	Joseph (Chip) Johnston 877-398-2013	0
Northern Michigan Counties Association	Jeannot ***No meetings in	3rd Mon. (except 2/6 & 12/4) 9:45am - 12:00 Jan, Mar, Sept, & Nov *	Grayling Twp. Hall	President: Ken Borton John Armhein 231-922-4627	N/A

Networks Northwest	Farrell Alt. Jeannot	2nd Mon. even months 5:00pm	Traverse City	Sara Lucas 231-929-5000	1
Northwest Michigan Community Action Agency	Jeannot	3rd Thursday 12:30pm	Traverse City	Leslie Casselman	1
Parks and Recreation	<del>Carland</del>	4th Monday 5:00pm	Commissioners Chamber	Cathy Demitroff 231-920-5203	1
Planning Commission	<del>Carland</del>	2nd Thursday 6:00 pm	Commissioner's Chambers	Sarah Lucas 231-922-5000	0
Platte River Watershed Committee	Taylor	As Needed	TBD	TBD	N/A
Point Betsie Lighthouse	Jeannot	2nd Saturday 10:00am	Winter - TBD Summer-Lighthouse Fog	Chuck Clark 231-882-9032	0
Solid Waste Committee	Warsecke	1st Wed. Quarterly (Except June 28) 5:00pm	Commissioners Chambers	Chair: Marlene Wood David Schafer 231-882-0554	0
Benzie Central School	Warsecke	2nd Monday 7:00 pm	Benzie Schools	Matt Olson, Supt.	
Frankfort/Elberta Schools	Farrell		Frankfort Schools	Jeff Tousley, Supt	
Veterans	Roelofs	2nd Monday (except Jan & Sept.) 9:00am	Conference Room 206 Government Center	Bob Roelofs 231-645-1187	1



448 Court Place • Beulah, MI 49617

Memo To: Board of Commission  
From: Mitchell D. Deisch, Administrator *M D Deisch*  
Date: December 30, 2019  
Subject: COAM Road Command Grievance #19-395

---

Attached is COAM Road Command Grievance #19-395 filed by Sgt. Mark Ketz on 12/16/19 grieving his 3-day suspension as directed by Sheriff Ted Schendel.

A pre-determination hearing was held on 12/13/19, which provided St. Ketz with an opportunity to provide his point of view as the events that lead up to the 3-day suspension.

Sgt. Ketz filed the attached grievance within the collective bargaining agreement specified timeframes. Sheriff Schendel also responded within the specified time frames with the attached Step 2 written response. Sgt. Ketz and the COAM union are moving grievance # 19-935 to step 3.

Step 3 Appeal to County Personnel Committee, states that the BOC can arrange for the Labor Sub Committee or designate the County Administrator to act on their behalf to hear the selected grievance. In the 4+ years I have worked for Benzie County, the BOC has always appointed the County Administrator to act on their behalf on Step 3 grievance hearings.

#### **Recommendation**

The Board of Commission makes a motion to appoint County Administrator Mitchell Deisch to act on its behalf regarding Step 3 of the COAM grievance # 19-935.

RECEIVED

DEC 30 2019

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

# OFFICIAL UNION GRIEVANCE FORM

**19-395**  
Grievance Number

Name of Employer Benzle County Sheriff Department

Phone ( 231 ) 882-4484

Name of Local Union Benzle County Command Officers Association/POAM

Phone ( 989 ) 798-7401

**Statement of Grievance:** List what happened, where when why. Also, any contract violation.

On 12-13-19, Sgt. Mark Ketz, was given a three (3) day suspension, for misconduct, "disregard of duty". Union argues, that the discipline was without "just cause" (Article X, Section 10.2), and progressive discipline (Article X, Section 10.7), was not followed. The prior counseling, that the Sheriff refers to in the discipline letter, should not be considered, because it was not subject to the grievance procedure (Article X, Section 10.1), and, as the section indicates, "shall not be used as a basis for further discipline". The Sheriff, has violated these sections of the Collective Bargaining Agreement between the parties, and not limited thereto.

**Adjustment or Settlement Requested:** (To be completed by Union)

Union requests that Sergeant Mark Ketz, be made whole of any/all lost wages/benefits, and that any reference to the three (3) day suspension be removed from his personnel file.

I authorize the Union to act for me in the disposition of this grievance and authorize the employer to release any information requested by the Union regarding this grievance.

X [Signature]  
Signature of Union Representative

X [Signature]  
Signature of Local Union Representative

**12-16-19**  
Date

Name of Employer Representative who handled the grievance at the following steps:

US/Rosa 12/18/19

Verbal Step \_\_\_\_\_ 1st Written Step \_\_\_\_\_ 2nd Written Step \_\_\_\_\_

**Employer's Answer to 1st Written Step:** If grievance is denied, give reasons and proofs

SEE ATTACHED WRITTEN ANSWER OF DENIAL

**Employer's Answer to 2nd Written Step:**

Grievance Number  
**19-395**

NOTICE TO LOCAL UNION — Make 3 Copies: (1) Employer, (2) Union, (3) Local Union.  
Be sure to send all proofs and evidence to the Union office along with Grievance





---

## BENZIE COUNTY SHERIFF'S OFFICE

Ted Schendel, Sheriff • Kyle Rosa, Undersheriff

---

505 S. Michigan Ave, Beulah MI 49617  
(231) 882-4484 – Fax (231) 882-5814

12/18/2019

Dan Kuhn, COAM

Re: Grievance 19-395; Step 2 Response

On December 16, 2019, the union filed a grievance in response to the 3-day disciplinary suspension of employment for Sgt. Mark Ketz. Pursuant to the grievance procedure contained in the collective bargaining agreement dated October 1, 2018 to September 30, 2021, the Sheriff answers the grievance below.

The grievance is denied on the basis that the Sheriff's decision to impose a 3-day disciplinary suspension, following Sgt. Ketz' inaction and later admissions to serious misconduct, did not violate the collective bargaining agreement. Just cause for the suspension was created by Sgt. Ketz' failure to properly investigate a Suspicious Death (unattended) on November 11, 2019, as described in the notice of suspension. The misconduct of Sgt. Ketz warrants the corrective discipline imposed.

Respectfully,

Ted Schendel/Sheriff

Step 2. Written Procedure. Within ten (10) calendar days from the Sheriff's answer in the verbal procedure, the complaint shall be reduced to writing, citing the sections of the contract which are alleged to have been violated and signed by the employee or the Union and then presented to the Sheriff. The Sheriff and the Union representative and grieving party, if requested by the Union representative, shall discuss the grievance in an attempt to resolve the matter. The Sheriff shall place his answer on the grievance form and return it to the Union representative within ten (10) calendar days after the grievance meeting. If the grievance is not satisfactorily settled, it may be advanced according to Step 3.

Step 3. Appeal to County Personnel Committee. Failing to resolve the issue in the second step, the claimant shall within ten (10) calendar days of the Sheriff's or his designee's disposition provide a written request delivered to the County Administrator's Office requesting the Administrator arrange a meeting between the Union and the Labor Sub Committee to discuss said grievance. This meeting shall be scheduled at a mutually agreeable time, which time shall not exceed ten (10) calendar days unless a longer time is mutually agreed upon. The Labor Sub Committee may designate the County Administrator to act in their behalf to hear selected grievance. The Labor Sub Committee/County Administrator shall give a written answer affirming and granting the grievance or denying the grievance. If the Committee or Administrator is unable to answer the grievance, the matter shall be moved to the full County Board of Commissioners for a written answer. If the grievance is denied or the Labor Sub Committee or the Board of Commissioners fail to answer in a timely manner, the grievance may be submitted to arbitration as hereinafter provided for in this Agreement. The parties may waive Step 3 by mutual agreement reduced to writing.

Step 4. Request for Arbitration. In the event that the last step fails to settle the grievance, the Union may submit the grievance to arbitration by giving the Employer written notice within thirty (30) days following the Employer's answer.

7.2: Selection of Arbitrators. If a timely request for arbitration is filed by the Union, the arbitrator will be selected from a list of arbitrators submitted by the Michigan Employment Relations Commission (MERC) consistent with MERC's normal procedures. The arbitrator's charges for his services and expenses shall be shared equally by the Employer and the Union. Each party shall pay the fees, expenses, wages and other compensation for their own witnesses, representatives and legal counsel.

7.3: Arbitrator's Powers. The arbitrator shall be limited to the application and the interpretation of this Agreement as written. He shall have no power to add to,

## **DEPOSITORIES**

**2019 – 001**

- (1) The depositories for County funds shall be: Honor Bank, State Savings Bank, West Shore Bank, Michigan Class, Flagstar Bank, Cantella/Lyon Capital, Independent Bank, Chemical Bank and Sun Trust Robinson Humphrey. Further, that the County Treasurer be authorized to invest funds with any bank, banker or trust company in the State of Michigan and that she be authorized to invest funds with any agency of the U.S. Government.
- (2) The Benzie County Board of Commissioners hereby authorizes the County Treasurer to invest the idle funds of the County of Benzie in accordance with Act 20 of the Public Acts of 1943, as amended. Be it further resolved that all such investments heretofore made are hereby ratified and validated.
- (3) The County Treasurer is authorized to sign on behalf of the Benzie County Board of Commissioners any documents pertaining to the Housing Block Grant Program also known as the Benzie County Housing Committee.
- (4) The Benzie County Board of Commissioners hereby authorizes the County Treasurer to sign all applications, documents, etc with the Federal Government and the State of Michigan as Chief Finance Officer for the County of Benzie.
- (5) The Benzie County Board of Commissioners hereby authorizes the use of electronic banking at the discretion of the County Treasurer.

WHEREAS, under the laws of this State of Michigan, Act 40 of the Michigan Public Acts of 1932, 1<sup>st</sup> Extra Session, as amended (MCL 129.12) this board is required to provide, by resolution, for the deposit of all public monies, including tax monies, belonging to, or held for, the State, County or other political units coming into the hands of the County Treasurer, in one or more banks, savings and loan associations or credit unions within the state.

### **THEREFORE, BE IT RESOLVED AS FOLLOWS:**

- (1) The Benzie County Board of Commissioners hereby directs the County Treasurer, to deposit all public monies, including monies and funds held for the State Board of Escheats or missing heirs, coming into his/her hands as County Treasurer in any bank, savings and loan association or credit union within the State which is a legal depository as defined by State and/or Federal law,
- (2) The County Treasurer is authorized to invest funds with these institutions, or any institution legally permitted by State statute Act No. 20 of the Michigan Public Acts of 1943, as amended (MCL 129.91) or Federal Law or regulation within the limits set therein; and
- (3) The County Treasurer is authorized to enter into and execute on behalf of the County any contracts with any bank or trust company for the safekeeping or third

party custodianship of any of the County's securities as well as any contracts or repurchase agreements with any corporation for the purchase of any such securities which will be the subject of such safekeeping or third party custodianship arrangements, on such terms and conditions as the County Treasurer shall require; and

- (4) The County Treasurer is authorized to rely on the continuing effect of this Resolution until amended or repealed by a subsequent resolution of this or a successor Board of Commissioners.

Motion: \_\_\_\_\_  
Ayes: \_\_\_\_\_  
Nays: \_\_\_\_\_  
Absent: \_\_\_\_\_

Dated: January \_\_, 2020

\_\_\_\_\_, Chairman

### **Certification**

I, Dawn Olney, Benzie County Clerk and Clerk to the Benzie County Board of Commissioners, do hereby certify that the above resolution was adopted by the Benzie County Board of Commissioners on January \_\_, 2020.

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



2020-002

**ACH (Automatic Clearing House)  
ELECTRONIC TRANSFER TRANSACTIONS**

**WHEREAS**, Public Act 738 of 2002 was signed by the Governor with immediate effect on December 30, 2002; and

**WEREAS**, Public Act 738 requires the Board of the County Commissioners adopt a resolution containing certain conditions to lawfully conduct electronic financial transactions such as payments and receipts (ACH).

**NOW THEREFORE BE IT RESOLVED** that the County Treasurer is hereby appointed the Electronic Transaction Officer (ETO) and is responsible for ACH agreements including payment approval, accounting, reporting and generally overseeing compliance with the ACH policy, and

**BE IT FURTHER RESOLVED** that documentation is to be prepared and retained, that may be contained within the computerized accounting system, for ACH transactions detailing the goods or services purchased, related costs, date of payment, and cost accounting classifications, and

**BE IT FURTHER RESOLVED** that the ETO will implement a system of internal accounting controls to monitor the use of ACH transactions, and

**BE IT FURTHER RESOLVED** that approval of ACH invoice is required before payments, and

**BE IT FURTHER RESOLVED** that additional requirement may be required as determined by the ETO.

Motion: \_\_\_\_\_

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

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

Dated: January \_\_\_\_, 2020

\_\_\_\_\_, Chairman

**Certification**

I, Dawn Olney, Clerk to the Benzie County Board of Commissioners, do hereby certify that the above resolution was adopted by the Benzie County Board of Commissioners on the \_\_\_\_ day of January, 2020.

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

**# 2020-003**  
**FAIR HOUSING RESOLUTION**  
**BENZIE COUNTY, MICHIGAN**

**WHEREAS**, Benzie County is committed to fair housing and will work aggressively to ensure that all housing programs comply fully with all state, federal, and local fair housing laws; and

**WHEREAS**, Benzie County has appointed the County Clerk as their fair housing contact person, who has an understanding of the Fair Housing Laws and will attend applicable training as able to remain informed; and

**WHEREAS**, Benzie County has established a Fair Housing Log. The Fair Housing Log will be maintained and will disclose information regarding any and all fair housing concerns and their outcomes; and

**WHEREAS**, Persons wishing to file a housing-related complaint or concern will be referred to the Michigan Department of Civil Rights, HUD, and their local Fair Housing Center. The Fair Housing contact will notify MSHDA if a complaint or concern is filed; and

**WHEREAS**, the offices of Benzie County are accessible and barrier free, and the County will make every attempt to reasonably accommodate all of its constituents; and

**WHEREAS**, Benzie County will include the Fair Housing Logo on all of its documents and advertisements pertaining to its housing programs. The County will post a Fair Housing poster in a place visible to the public. The County will secure and distribute, upon request, Fair Housing material provided by MSHDA and various other Fair Housing agencies and organizations. "Fair Housing, It's Your Right" brochures will be distributed to all applicants of County housing programs; and

**WHEREAS**, Benzie County will consider all applicants and contractors based on qualifications. No applicant or contractor will be denied housing, or a contract based on their race, color, national origin, religion, age, sex, marital status, familial status or handicap. Persons raising concerns regarding discrimination will not be retaliated against. Marketing of all County housing programs will include minority and women applicants.

**NOW, THEREFORE, BE IT RESOLVED**, that Benzie County hereby reaffirms this Fair Housing Resolution, its Fair Housing Policy and all of its premises.

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

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 \_\_\_\_ day of January, 2020.

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

**BILLS TO BE APPROVED January 7, 2020**

Motion to approve Vouchers in the amount of:

\$	107,864.60	General Fund (101)
\$	27,816.40	Jail Fund (213)
\$	27,859.96	Ambulance Fund & ALS (214)
\$	17,737.73	Funds 105-238
\$	1,927.21	ACO Fund (247)
\$	-	Building (249)
\$	34,518.93	Dispatch 911 Fund (261)
\$	134,406.31	Funds 239-292
\$	22,571.11	Funds 293-640
\$	36,275.80	701 Fund
\$	-	Trust and Agency Funds & MSU Trust and Agency Fund (702-771)
<u>\$</u>	<u>410,978.05</u>	

RECEIVED

JAN 06 2020

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617



GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 101 BOARD OF COMMISSIONERS							
101-101-860.00	TRAVEL	JEANNOT, ART	MILEAGE FOR NOVEMBER 2019	MILEAGE	12/19/19	41.76	73174
101-101-860.00	TRAVEL	SAUER, GARY	MILEAGE FOR NOVEMBER 2019	MILEAGE	12/19/19	120.64	73195
101-101-860.00	TRAVEL	TAYLOR, SHERRY	MILEAGE FOR NOVEMBER 2019	MILEAGE	12/19/19	36.77	73198
101-101-860.00	TRAVEL	SAUER, GARY	MILEAGE DECEMBER 2019	123119	01/02/20	108.46	73321
101-101-860.00	TRAVEL	TAYLOR, SHERRY	MILEAGE FOR DECEMBER 2019	MILEAGE	01/02/20	24.59	73324
			Total For Dept 101 BOARD OF COMMISSIONERS			332.22	
Dept 131 CIRCUIT COURT							
101-131-727.00	OFFICE SUPPLIES	INNOVATIVE SIGNS, INC	NAME PLATE FOR REFEREE	74919	12/26/19	134.00	73234
101-131-802.00	TRANSCRIPTS	LYSTER, CHRISTINE M.	TRANSCRIPTS	121219	12/26/19	124.55	73237
101-131-802.00	TRANSCRIPTS	O'BRIEN, AMANDA	TRANSCRIPTS	121219	12/26/19	49.20	73243
101-131-802.00	TRANSCRIPTS	O'BRIEN, AMANDA	TRANSCRIPTS	121819	12/26/19	16.40	73243
101-131-805.00	DISTRICT CT APPOINTED AT	DAVID G. GRUNST PC	COURT APPOINTED ATTORNEY/OCT & NOV	11305	12/26/19	1,063.08	73226
101-131-805.00	DISTRICT CT APPOINTED AT	SPILLAN, JOHN	COURT APPOINTED ATTORNEY NOVEMBER	113019	12/26/19	968.90	73249
101-131-860.00	TRAVEL	HEINS, PATRICIA	MILEAGE OCT/NOV	MILEAGE	12/26/19	118.32	73232
101-131-860.00	TRAVEL	QUAGLIA, VINCENT	TRAVEL TO BENZIE	121919	12/26/19	108.88	73246
			Total For Dept 131 CIRCUIT COURT			2,583.33	
Dept 136 DISTRICT COURT							
101-136-702.07	SPECIAL JUDGE	BRUNNER, THOMAS N	JOWETT ESTATE	DP118	01/02/20	37.47	73276
101-136-727.00	OFFICE SUPPLIES	NOWAK, KIM	REIMBURSEMENT FOR SUPPLIES	DP104	12/19/19	67.36	73189
101-136-727.00	OFFICE SUPPLIES	OFFICE DEPOT	SUPPLIES	DP103	12/19/19	171.71	73191
101-136-727.00	OFFICE SUPPLIES	MCCARDEL WATER CONDIT	WATER (5) / DELIVERY FEE	502284	01/02/20	38.75	73307
101-136-805.10	PROBATE CT APPOINTED AT	KEHR, LINDA MOOREY	JOHN VANDERLIND	19-0083/0112	12/19/19	200.00	73176
101-136-805.10	PROBATE CT APPOINTED AT	SMITH & JOHNSON	GERALDINE S THORNELL	130355	12/19/19	653.95	73197
101-136-805.10	PROBATE CT APPOINTED AT	KEHR, LINDA MOOREY	J WILLIAMS	09-0028-DD	01/02/20	200.00	73300
101-136-811.00	INTERPRETER FEES	LIAISON LINGUISTICS	VIETNAMESE INTERPRETER	3207	01/02/20	299.45	73304
101-136-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELL PHONES DECEMBER	9844158632	01/02/20	90.38	73327
101-136-900.00	PRINTING & PUBLISHING	I.C.L.E.	2019 UPDATE MI MODEL CIVIL JURY IN	761632	01/02/20	138.50	73293
101-136-956.20	EXAMINATIONS-DEV DISABLE	CENTRA WELLNESS NETWO	J WILLIAMS EVALUATION	000882	01/02/20	350.00	73277
101-136-962.20	JIS RELATED COSTS	JUDICIAL MANAGEMENT SY	ANNUAL SOFTWARE FEE	DP120	01/02/20	7,152.00	73298
			Total For Dept 136 DISTRICT COURT			9,399.57	
Dept 142 JUVENILE DIVISION							
101-142-727.00	OFFICE SUPPLIES	UNIFI EQUIPMENT FINAN	COPIER/PRINTER LEASE	543919	12/19/19	78.15	73205
			Total For Dept 142 JUVENILE DIVISION			78.15	
Dept 172 ADMINISTRATOR							
101-172-727.00	OFFICE SUPPLIES	VISA-MITCHELL DEISCH	OFFICE SUPPLIES/HR MEMBERSHIP	0892	12/26/19	137.85	73257
101-172-860.00	TRAVEL	DEISCH, MITCH	MILEAGE ALLOWANCE	010120	01/02/20	300.00	73283
101-172-955.10	DUES & REGISTRATIONS	VISA-MITCHELL DEISCH	OFFICE SUPPLIES/HR MEMBERSHIP	0892	12/26/19	235.00	73257
			Total For Dept 172 ADMINISTRATOR			672.85	
Dept 257 EQUALIZATION DEPARTMENT							
101-257-860.00	TRAVEL	LINDSAY, BRIANNE	MILEAGE TO MAAO CLASS	12/16/19	12/19/19	212.28	73181
101-257-860.00	TRAVEL	VISA-THOMAS LONGANBAC	HOTEL STAY FOR MAAO CLASS	12/14/19	12/19/19	90.95	73207
101-257-900.00	PRINTING & PUBLISHING	PRO MARK	PERSONAL PROPERTY TAX KITS 2020	10846	01/26/20	464.72	73319
101-257-955.10	DUES & REGISTRATIONS	NORTHERN MICHIGAN EQU	DUES FOR JANUARY 2020 TO DEC 31, 2	JAN2020	01/02/20	60.00	73186
			Total For Dept 257 EQUALIZATION DEPARTMENT			827.95	
Dept 261 MSU EXTENSION							
101-261-703.04	WAGES-PART TIME SECRETAR	MICHIGAN STATE UNIVER	SECRETARY WAGES/FRINGES NOVEMBER	TOINV18-20-BENZ	12/26/19	923.64	73240
101-261-800.00	CONTRACTED SERVICES	MICHIGAN STATE UNIVER	ASSESSMENT FEE JAN-MARCH 2020	2 BENZIE 2020	01/02/20	10,560.75	73313



GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 261 MSU EXTENSION							
Total For Dept 261 MSU EXTENSION						11,484.39	
Dept 265 BUILDING & GROUNDS							
101-265-748.00	GAS, OIL & GREASE	XPRESS LUBE	OIL CHANGE DODGE 2500	48039	12/19/19	74.11	73210
101-265-750.00	MAINTENANCE SUPPLIES	KSS ENTERPRISES	PAPER TOWELS/LINERS	1197098	12/19/19	389.59	73178
101-265-750.00	MAINTENANCE SUPPLIES	TKS SECURITY	SECURITY CARDS	12764	12/26/19	55.00	73253
101-265-850.00	TELEPHONE	TELNET WORLDWIDE	GOVERNMENT CENTER PRI DEC	182931	12/19/19	523.88	73199
101-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELL PHONES DECEMBER	9844158632	01/02/20	90.38	73327
101-265-923.00	FUEL - NATURAL GAS	DTE ENERGY	NATURAL GAS NOV/DEC	9100 209 3120 0	12/19/19	994.15	73164
101-265-924.00	ELECTRIC	CONSUMERS ENERGY	GOVERNMENT CENTER ELECTRIC 11/12 - 1000 0051 4248	1000 0051 4248	12/19/19	4,426.83	73159
101-265-924.00	ELECTRIC	CONSUMERS ENERGY	GARAGE ELECTRIC NOV/DEC	1000 0586 8649	12/19/19	123.19	73159
Total For Dept 265 BUILDING & GROUNDS						6,677.13	
Dept 266 LEGAL & CONTRACTED SERVICES							
101-266-810.00	LEGAL FEES	COHL, STOKER, TOSKEY,	RETAINER NOVEMBER 2019	RETAINER	12/26/19	1,833.34	73222
101-266-810.00	LEGAL FEES	COHL, STOKER, TOSKEY,	NON-RETAINER SERVICES NOVEMBER 201	113019	12/26/19	394.01	73222
Total For Dept 266 LEGAL & CONTRACTED SERVICES						2,227.35	
Dept 267 PROSECUTING ATTORNEY							
101-267-827.00	MGT CONTRACT	MGT OF AMERICA, INC.	DECEMBER BILLING	36836	12/19/19	1,384.80	73184
101-267-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELL PHONES DECEMBER	9844158632	01/02/20	45.19	73327
101-267-955.10	DUES & REGISTRATIONS	VISA=SARA SWANSON	SWANSON 0132	11152019SWAN	12/19/19	315.00	73206
Total For Dept 267 PROSECUTING ATTORNEY						1,744.99	
Dept 268 REGISTER OF DEEDS							
101-268-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	MOUSE, POST-ITS, RIBBONS	449148-0	01/02/20	95.95	73294
101-268-800.00	CONTRACTED SERVICES - LA	FIDLAR TECHNOLOGIES I	NOVEMBER 2019 LAREDO USAGE FEE	0224069-IN	01/02/20	1,002.25	73288
101-268-955.10	DUES & REGISTRATIONS	MI ASSOC OF REGISTER	202 ASSOCIATION DUES FOR MARD	12/27/2019	01/02/20	237.00	73311
101-268-955.10	DUES & REGISTRATIONS	UCOA	2020 UCOA MEMBERSHIP DUES	12/27/2019	01/02/20	110.00	73326
Total For Dept 268 REGISTER OF DEEDS						1,445.20	
Dept 275 DRAIN COMMISSION							
101-275-819.00	CONTRACT SERVICE - LAKE	DIXON, CRAIG	MONTHLY CONTRACTED SERVICES FOR DA	010120	01/02/20	333.33	73285
Total For Dept 275 DRAIN COMMISSION						333.33	
Dept 285 CENTRAL SERVICES							
101-285-727.10	PAPER SUPPLIES	OFFICE DEPOT	COPY PAPER	413576523001	12/19/19	1,658.09	73190
101-285-727.10	PAPER SUPPLIES	OFFICE DEPOT	PAPER/EQUALIZATION	415299756001	12/19/19	21.37	73190
101-285-727.10	PAPER SUPPLIES	OFFICE DEPOT	PAPER/EQUALIZATION	415246751001	12/19/19	57.35	73190
101-285-727.10	PAPER SUPPLIES	OFFICE DEPOT	PAPER EQUALIZATION	415810179001	01/02/20	52.50	73316
101-285-730.00	POSTAGE	RESERVE ACCOUNT	POSTAGE FOR METER	46789160	12/26/19	2,500.00	73247
Total For Dept 285 CENTRAL SERVICES						4,289.31	
Dept 301 SHERIFF							
101-301-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVIC	OFF SUPPLIES	1GHQ-MH7R-3YVN	12/26/19	15.99	73214
101-301-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVIC	OFFICE SUPPLIES	1PGG-K1XG-HJT1	12/26/19	113.07	73214
101-301-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVIC	OFF SUP/JAIL UNIF	1WQP-1GNT-3R3N	12/26/19	34.93	73214
101-301-727.00	OFFICE SUPPLIES	TRAVERSE CITY AREA PU	SMALL LABELS	153731	12/26/19	47.23	73255
101-301-727.00	OFFICE SUPPLIES	TRAVERSE CITY AREA PU	LARGE COLOR LABELS	153732	12/26/19	80.71	73255
101-301-748.00	GAS, OIL & GREASE	WEX BANK	BCSO FUEL 1116 TO 12152019	62860933	12/26/19	95.53	73262
101-301-748.00	GAS, OIL & GREASE	WATSON BENZIE LLC	OC/TR DODGE RAM	157876	01/02/20	28.35	73328
101-301-749.00	VEHICLE REPAIRS	COREY'S BIG DOG TOWIN	SILVER JRNY TOW	P356	12/26/19	75.00	73224
101-301-749.00	VEHICLE REPAIRS	COREY'S BIG DOG TOWIN	15-1 TRANSMISSION OUT TOW	P-355	12/26/19	60.00	73224
101-301-749.00	VEHICLE REPAIRS	WATSON BENZIE LLC	15-1 BATTERY/AXLE SHAFT/SENSOR	156705 11202019	12/26/19	449.35	73261

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 301 SHERIFF							
101-301-835.10	BLOOD RESTITUTIONS	MUNSON MEDICAL CENTER	BLOOD COLLECTION - POWELL 11/03/20	10543 POWELL	12/26/19	22.30	73241
101-301-850.00	TELEPHONE	VERIZON WIRELESS	CELL PHONES DECEMBER	9844158632	01/02/20	50.19	73327
101-301-850.00	TELEPHONE	VERIZON WIRELESS	CELL PHONES DECEMBER	9844158634	01/02/20	389.03	73327
101-301-980.00	VEHICLE EQUIPMENT	AMAZON CAPITAL SERVIC	BLADES/MAINT SUPPLIES	1PGG-K1XG-PPNM	12/26/19	34.59	73214
101-301-980.00	VEHICLE EQUIPMENT	AMAZON CAPITAL SERVIC	WIPERS- ROAD PATROL	1NY4-J39J-6DKX	01/23/20	95.34	73269
			Total For Dept 301 SHERIFF			1,591.61	
Dept 333 SECONDARY ROAD PATROL							
101-333-725.00	FRINGE BENEFITS	44 NORTH	COBRA FEES FOR DECEMBER 2019	191024	12/26/19	22.90	73212
101-333-725.00	FRINGE BENEFITS	44 NORTH	EMPLOYEE VISION INSURANCE DECEMBER	191024	12/26/19	25.88	73212
101-333-725.00	FRINGE BENEFITS	BLUE CARE NETWORK	BCN COVERAGE - JANUARY 2020	19344040049	12/26/19	1,197.14	73219
101-333-725.00	FRINGE BENEFITS	DELTA DENTAL PLAN OF	DENTAL INSURANCE FOR JANUARY 2020	RIS0002574821	01/02/20	120.61	73284
			Total For Dept 333 SECONDARY ROAD PATROL			1,366.53	
Dept 426 EMERGENCY MANAGEMENT							
101-426-725.00	FRINGE BENEFITS	44 NORTH	COBRA FEES FOR DECEMBER 2019	191024	12/26/19	9.20	73212
101-426-725.00	FRINGE BENEFITS	44 NORTH	EMPLOYEE VISION INSURANCE DECEMBER	191024	12/26/19	7.22	73212
101-426-725.00	FRINGE BENEFITS	BLUE CARE NETWORK	BCN COVERAGE - JANUARY 2020	19344040049	12/26/19	478.86	73219
101-426-725.00	FRINGE BENEFITS	DELTA DENTAL PLAN OF	DENTAL INSURANCE FOR JANUARY 2020	RIS0002574821	01/02/20	35.66	73284
101-426-850.00	TELEPHONE	VERIZON WIRELESS	CELL PHONES DECEMBER	9844158633	01/02/20	45.19	73327
101-426-860.00	TRAVEL	HUBERS, REBECCA	NOVEMBER MILEAGE - REBECCA HUBERS	12-16-19	12/19/19	125.28	73173
101-426-961.00	TRAINING & SCHOOLS	VISA=RHUBERS	CERT TRAILER EXPENSES/TRAINING/RES	0975	12/26/19	50.00	73258
			Total For Dept 426 EMERGENCY MANAGEMENT			751.41	
Dept 648 MEDICAL EXAMINER							
101-648-970.00	EQUIPMENT- MEDICAL EXAMI	HEALTHCARE WASTE MANA	MEDICAL WASTE DISPOSAL DEC	218517	12/19/19	420.00	73171
			Total For Dept 648 MEDICAL EXAMINER			420.00	
Dept 670 DHHS BOARD							
101-670-721.00	PER DIEM - DHS BOARD	ANN LOVELESS	DHHS PER DIEM	121719	12/19/19	35.00	73154
101-670-721.00	PER DIEM - DHS BOARD	HARRISON, SCOTT	DHHS PER DIEM	121719	12/19/19	35.00	73170
			Total For Dept 670 DHHS BOARD			70.00	
Dept 728 INTERGOVERNMENTAL							
101-728-885.00	LIQUOR TAX - NO MI REG E	NORTHERN MICHIGAN REG	SUBSTANCE ABUSE PORTION OF CONVENT	4TH QTR	12/19/19	11,326.64	73187
			Total For Dept 728 INTERGOVERNMENTAL			11,326.64	
Dept 751 PARKS & RECREATION DEPARTMENT							
101-751-721.00	PER DIEM	DEMITROFF, CATHY	PARKS & REC PER DIEM	121619	12/19/19	35.00	73161
101-751-721.00	PER DIEM	DUPERRON, SEAN	PARKS & REC PER DIEM	121619	12/19/19	35.00	73167
101-751-721.00	PER DIEM	HOOGTERP, EDWARD	PARKS & REC PER DIEM	121619	12/19/19	35.00	73172
101-751-721.00	PER DIEM	KRAUS, CHARLES	PARKS & REC PER DIEM	121619	12/19/19	35.00	73177
101-751-721.00	PER DIEM	MICK, TED	PARKS & REC PER DIEM	121619	12/19/19	35.00	73185
101-751-721.00	PER DIEM	PEACOCK, TAD	PARKS & REC PER DIEM	121619	12/19/19	35.00	73192
101-751-721.00	PER DIEM	SKURDALL, BARBARA	PARKS & REC PER DIEM	121619	12/19/19	35.00	73196
101-751-721.00	PER DIEM	ZENKER, SUSAN K.	PARKS & REC PER DIEM	121619	12/19/19	35.00	73211
101-751-804.00	RECORDING SERVICES	LEACH, KASSIE	PARKS & REC RECORDING SERVICES	121619	12/19/19	75.00	73179
101-751-860.00	TRAVEL	DEMITROFF, CATHY	PARKS & REC MILEAGE	121619	12/19/19	5.80	73161
101-751-860.00	TRAVEL	DUPERRON, SEAN	PARKS & REC MILEAGE	121619	12/19/19	9.86	73167
101-751-860.00	TRAVEL	HOOGTERP, EDWARD	PARKS & REC MILEAGE	121619	12/19/19	1.74	73172
101-751-860.00	TRAVEL	KRAUS, CHARLES	PARKS & REC MILEAGE	121619	12/19/19	12.76	73177
101-751-860.00	TRAVEL	LEACH, KASSIE	PARKS & REC MILEAGE	121619	12/19/19	4.64	73179
101-751-860.00	TRAVEL	MICK, TED	PARKS & REC MILEAGE	121619	12/19/19	8.12	73185

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 751 PARKS & RECREATION DEPARTMENT							
101-751-860.00	TRAVEL	PEACOCK, TAD	PARKS & REC MILEAGE	121619	12/19/19	2.32	73192
101-751-860.00	TRAVEL	SKURDALL, BARBARA	PARKS & REC MILEAGE	121619	12/19/19	1.74	73196
101-751-860.00	TRAVEL	ZENKER, SUSAN K.	PARKS & REC MILEAGE	121619	12/19/19	5.80	73211
			Total For Dept 751 PARKS & RECREATION DEPARTMENT			407.78	
Dept 851 INSURANCE & BONDS							
101-851-828.00	INSURANCE & BONDS	LIBERTY MUTUAL INSURA	2019 WINTER BOND	121019	12/19/19	2,378.00	73180
			Total For Dept 851 INSURANCE & BONDS			2,378.00	
Dept 852 MEDICAL INSURANCE							
101-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CROSS BLUE SHIEL	JANUARY 2019 BCBS PPO EMP INS	JANUARY 2019	12/19/19	1,206.09	73157
101-852-717.00	MEDICAL/DENTAL/VISION IN	44 NORTH	EMPLOYEE VISION INSURANCE DECEMBER	191024	12/26/19	863.97	73212
101-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	BCN COVERAGE - JANUARY 2020	19344040049	12/26/19	39,932.64	73219
101-852-717.00	MEDICAL/DENTAL/VISION IN	CONQUEST, JEFF	RETIREE HEALTH SUPPLEMENT BENEFIT	010120	01/02/20	175.00	73279
101-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	DENTAL INSURANCE FOR JANUARY 2020	RIS0002574821	01/02/20	3,794.22	73284
101-852-717.00	MEDICAL/DENTAL/VISION IN	KOSTBOSKI, JEFFREY	RETIREE HEALTH SUPPLEMENT BENEFIT	010120	01/02/20	175.00	73301
101-852-717.00	MEDICAL/DENTAL/VISION IN	TUCKER, DAVID	MONTHLY RETIREE HEALTHCARE SUPPLEM	010120	01/02/20	175.00	73325
101-852-800.00	CONTRACTED SERVICES - CA	44 NORTH	COBRA FEES FOR DECEMBER 2019	191024	12/26/19	908.60	73212
101-852-874.00	MEDICAL INSURANCE - RET	44 NORTH	EMPLOYEE VISION INSURANCE DECEMBER	191024	12/26/19	44.41	73212
101-852-874.00	MEDICAL INSURANCE - RET	DELTA DENTAL PLAN OF	DENTAL INSURANCE FOR JANUARY 2020	RIS0002574821	01/02/20	181.93	73284
			Total For Dept 852 MEDICAL INSURANCE			47,456.86	
Fund 205 TNT OFFICER MILLAGE FUND							
Dept 000			Total For Fund 101 GENERAL FUND			107,864.60	
205-000-725.00	FRINGE BENEFITS	44 NORTH	COBRA FEES FOR DECEMBER 2019	191024	12/26/19	22.90	73212
205-000-725.00	FRINGE BENEFITS	44 NORTH	EMPLOYEE VISION INSURANCE DECEMBER	191024	12/26/19	25.88	73212
205-000-725.00	FRINGE BENEFITS	BLUE CARE NETWORK	BCN COVERAGE - JANUARY 2020	19344040049	12/26/19	1,197.14	73219
205-000-725.00	FRINGE BENEFITS	DELTA DENTAL PLAN OF	DENTAL INSURANCE FOR JANUARY 2020	RIS0002574821	01/02/20	120.61	73284
205-000-748.00	GAS, OIL & GREASE	WEX BANK	BCSO FUEL 1116 TO 12152019	62860933	12/26/19	65.04	73262
			Total For Dept 000			1,431.57	
Fund 206 SHERIFF'S K-9 FUND							
Dept 000			Total For Fund 205 TNT OFFICER MILLAGE FUND			1,431.57	
206-000-967.00	PROJECT EXPENSES	PLATTE LAKE VETERINAR	RX REXO	289213	12/26/19	185.00	73245
			Total For Dept 000			185.00	
			Total For Fund 206 SHERIFF'S K-9 FUND			185.00	
Fund 209 SCHOOL RESOURCE OFFICER							
Dept 000							
209-000-725.00	FRINGE BENEFITS	44 NORTH	COBRA FEES FOR DECEMBER 2019	191024	12/26/19	18.40	73212
209-000-725.00	FRINGE BENEFITS	44 NORTH	EMPLOYEE VISION INSURANCE DECEMBER	191024	12/26/19	9.99	73212
209-000-725.00	FRINGE BENEFITS	BLUE CARE NETWORK	BCN COVERAGE - JANUARY 2020	19344040049	12/26/19	399.03	73219
209-000-725.00	FRINGE BENEFITS	DELTA DENTAL PLAN OF	DENTAL INSURANCE FOR JANUARY 2020	RIS0002574821	01/02/20	36.87	73284
209-000-748.00	GAS, OIL & GREASE	WEX BANK	BCSO FUEL 1116 TO 12152019	62860933	12/26/19	25.52	73262
			Total For Dept 000			489.81	
Fund 212 BENZIE KIDS							
			Total For Fund 209 SCHOOL RESOURCE OFFICER			489.81	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 212 BENZIE KIDS							
Dept 000							
212-000-967.00	PROJECT EXPENSES	AMAZON CAPITAL SERVIC	BENZIE KIDS - ADOPT A FAMILY	1GHQ-MH7R-WM3X	12/26/19	163.99	73214
			Total For Dept 000			163.99	
			Total For Fund 212 BENZIE KIDS			163.99	
Fund 213 JAIL OPERATIONS FUND							
Dept 265 BUILDING & GROUNDS							
213-265-783.00	EQUIP. SERVICES & SUPPLI	AMAZON CAPITAL SERVIC	BLADES/MAINT SUPPLIES	1PGG-KLXG-PPNM	12/26/19	37.79	73214
213-265-783.00	EQUIP. SERVICES & SUPPLI	KSS ENTERPRISES	HAND SANITZER	1195748-1	12/26/19	56.90	73236
213-265-783.00	EQUIP. SERVICES & SUPPLI	KSS ENTERPRISES	PT/TP	1198426	01/22/20	266.39	73302
213-265-783.00	EQUIP. SERVICES & SUPPLI	NUGENT HARDWARE	JAIL REPAIRS	12252019 1444	01/25/20	50.92	73315
213-265-923.00	FUEL - NATURAL GAS	DTE ENERGY	NAT GAS JAIL	NOV 14 2019	12/26/19	1,387.60	73228
213-265-924.00	ELECTRIC	CONSUMERS ENERGY	BCSO ELECTRIC	206790263745	12/26/19	2,598.25	73223
213-265-935.00	JAIL REPAIRS	PLAMONDON SALES & SER	HATCO BOOSTER FOR DISHWASHER - JAI	AF128876	12/26/19	3,000.00	73244
213-265-935.00	JAIL REPAIRS	SHERWIN-WILLIAMS	PAINT - JAIL	8814-9	12/26/19	145.00	73248
213-265-935.00	JAIL REPAIRS	SHERWIN-WILLIAMS	PAINT - JAIL	9042-6	12/26/19	224.90	73248
213-265-935.00	JAIL REPAIRS	NUGENT HARDWARE	JAIL REPAIRS	12252019 1444	01/25/20	181.72	73315
			Total For Dept 265 BUILDING & GROUNDS			7,949.47	
Dept 351 JAIL - CORRECTIONS							
213-351-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVIC	OFF SUPP	1QX9-GPQC-G1QW	01/25/20	25.99	73269
213-351-748.00	GAS, OIL & GREASE	WEX BANK	BCSO FUEL 1116 TO 12152019	62860933	12/26/19	143.88	73262
213-351-751.00	UNIFORMS	AMAZON CAPITAL SERVIC	JAIL UNIFORMS	116F-G3R1-9CLD	12/26/19	12.99	73214
213-351-751.00	UNIFORMS	AMAZON CAPITAL SERVIC	OFF SUP/JAIL UNIF	1WQP-1GNT-3R3N	12/26/19	29.78	73214
213-351-834.00	PRISONER MEDICAL - BENZI	ADVANCED CORRECTIONAL	AUG 2019 HEALTH CARE COST	91920	12/26/19	3,750.00	73213
213-351-834.00	PRISONER MEDICAL - BENZI	CORRECTIONAL RECOVERY	JAIL MED - RE-BILL	10003684-A	12/26/19	1,037.72	73225
213-351-834.00	PRISONER MEDICAL - BENZI	CORRECTIONAL RECOVERY	JAIL MEDICAL - CLAIMS BALANCE	10003683-A	12/26/19	552.39	73225
213-351-834.00	PRISONER MEDICAL - BENZI	MEDICAL DIAGNOSTIC SE	XRAYS - INMATES	BEN043019MI	01/02/20	320.00	73310
			Total For Dept 351 JAIL - CORRECTIONS			5,872.75	
Dept 852 MEDICAL INSURANCE							
213-852-717.00	MEDICAL/DENTAL/VISION IN	44 NORTH	EMPLOYEE VISION INSURANCE DECEMBER	191024	12/26/19	228.57	73212
213-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	BCN COVERAGE - JANUARY 2020	19344040049	12/26/19	12,450.23	73219
213-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	DENTAL INSURANCE FOR JANUARY 2020	RIS0002574821	01/02/20	1,048.23	73284
213-852-800.00	CONTRACTED SERVICES - CA	44 NORTH	COBRA FEES FOR DECEMBER 2019	191024	12/26/19	267.15	73212
			Total For Dept 852 MEDICAL INSURANCE			13,994.18	
			Total For Fund 213 JAIL OPERATIONS FUND			27,816.40	
Fund 214 EMERGENCY MEDICAL SERVICES (EMS) FUND							
Dept 000							
214-000-307.03	NOTE PAYABLE	STATE SAVINGS BANK	AMBULANCE NOTE PAYMENT	18319	12/26/19	3,459.03	73251
			Total For Dept 000			3,459.03	
Dept 265 BUILDING & GROUNDS							
214-265-750.00	MAINTENANCE SUPPLIES	HONOR BUILDING SUPPLY	HDMI CABLE FOR ST2 COMPUTER	1912-138599	12/26/19	16.99	73233
214-265-750.00	MAINTENANCE SUPPLIES	KSS ENTERPRISES	STATION SUPPLIES	1193525	12/26/19	160.73	73236
214-265-750.00	MAINTENANCE SUPPLIES	VISA-THOMAS KING	MAAS CONFERENCE, STAPLES-PLANNER &	1-10-20	12/26/19	129.60	73260
214-265-850.01	INTERNET SERVICE	DIRECT TV	ST 2 CABLE	36982582643	12/26/19	156.81	73227
214-265-850.01	INTERNET SERVICE	CENTURYLINK	INTERNET SERVICE	404669354	01/02/20	303.89	73278
214-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELL PHONES DECEMBER	9844158632	01/02/20	20.04	73327
214-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELL PHONES DECEMBER	9844158633	01/02/20	93.59	73327
214-265-922.00	WATER & SEWER	CITY OF FRANKFORT	WATER BILL	12-27-19	12/26/19	55.86	73221
214-265-923.00	FUEL - PROPANE GAS	DTE ENERGY	NATURAL GAS 227 PINE/FRANKFORT	9100 209 3107 7	12/19/19	156.73	73165



GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 214 EMERGENCY MEDICAL SERVICES (EMS) FUND							
Dept 265 BUILDING & GROUNDS							
214-265-923.00	FUEL - PROPANE GAS	DTE ENERGY	NATURAL GAS/225 PARK/FRANKFORT	9100 209 2902 2	12/19/19	109.20	73166
Total For Dept 265 BUILDING & GROUNDS						1,203.44	
Dept 655 ADVANCED LIFE SUPPORT (ALS)							
214-655-721.00	PER DIEM	DAGNEAU-BATES, MARTHA	EMS ADVISORY PER DIEM	121719	01/02/20	35.00	73280
214-655-721.00	PER DIEM	FRANKE, JIM	EMS ADVISORY PER DIEM	121719	01/02/20	35.00	73289
214-655-721.00	PER DIEM	JOWETT, GAYLORD	EMS ADVISORY PER DIEM	121719	01/02/20	35.00	73297
214-655-721.00	PER DIEM	MARKEY, TIM	EMS ADVISORY PER DIEM	121719	01/02/20	35.00	73306
214-655-721.00	PER DIEM	MEAD, MICHAEL	EMS ADVISORY PER DIEM	121719	01/02/20	35.00	73309
214-655-721.00	PER DIEM	PARRISH, CHRIS	EMS ADVISORY PER DIEM	121719	01/02/20	35.00	73318
214-655-727.00	OFFICE SUPPLIES	TEAM FINANCIAL GROUP, I	COPIER PAYMENT	40019080	12/26/19	198.34	73252
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, I	MED SUPPLIES	83446424	12/26/19	442.85	73220
214-655-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	JULY FUEL	1216	12/26/19	3,303.14	73217
214-655-748.00	GAS, OIL & GREASE	XPRESS LUBE	A33 OIL	47620	12/26/19	70.90	73263
214-655-749.00	VEHICLE REPAIRS	XPRESS LUBE	A33 HEAD LAMP AND INSTALATION	47194	12/26/19	46.00	73263
214-655-751.00	UNIFORMS	BAY SUPPLY & MARKETIN	EMBROIDERY ON COATS	58685	12/26/19	40.00	73216
214-655-800.01	CONTRACTED SERVICES - BI	NORTH FLIGHT, INC.	NOVEMBER BILLING	BEN1119	12/26/19	2,537.50	73242
214-655-810.00	LEGAL FEES - ALS	COHL, STOKER, TOSKEY,	NON-RETAINER SERVICES NOVEMBER 201	113019	12/26/19	726.00	73222
214-655-820.00	QA ASSESSMENTS	MICHIGAN DEPARTMENT O	QUALITY AMB ASSESSMENT	491-369605	12/26/19	1,376.85	73239
214-655-855.00	RADIO MAINTENANCE/EQUIPM	GRAND TRAVERSE MOBILE	REPAIR MODEM ISSUES IN SEVERAL UNI	53000	12/26/19	340.00	73230
214-655-860.00	TRAVEL	DAGNEAU-BATES, MARTHA	EMS ADVISORY MILEAGE	121719	01/02/20	20.07	73280
214-655-860.00	TRAVEL	FRANKE, JIM	EMS ADVISORY MILEAGE	121719	01/02/20	5.80	73289
214-655-860.00	TRAVEL	MARKEY, TIM	EMS ADVISORY MILEAGE	121719	01/02/20	11.60	73306
214-655-860.00	TRAVEL	MEAD, MICHAEL	EMS ADVISORY MILEAGE	121719	01/02/20	8.12	73309
214-655-860.00	TRAVEL	PARRISH, CHRIS	EMS ADVISORY MILEAGE	121719	01/02/20	16.24	73318
214-655-961.00	TRAINING & SCHOOLS	VISA=THOMAS KING	MAAS CONFERENCE, STAPLES-PLANNER & 1-10-20	18319	12/26/19	25.00	73260
214-655-995.00	INTEREST ON DEBT	STATE SAVINGS BANK	AMBULANCE NOTE PAYMENT	18319	12/26/19	20.83	73251
Total For Dept 655 ADVANCED LIFE SUPPORT (ALS)						9,399.24	
Dept 852 MEDICAL INSURANCE							
214-852-717.00	MEDICAL/DENTAL/VISION IN	44 NORTH	EMPLOYEE VISION INSURANCE DECEMBER	191024	12/26/19	284.78	73212
214-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	BCN COVERAGE - JANUARY 2020	19344040049	12/26/19	11,811.76	73219
214-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	DENTAL INSURANCE FOR JANUARY 2020	RIS0002574821	01/02/20	1,444.51	73284
214-852-800.00	CONTRACTED SERVICES - CA	44 NORTH	COBRA FEES FOR DECEMBER 2019	191024	12/26/19	257.20	73212
Total For Dept 852 MEDICAL INSURANCE						13,798.25	
Total For Fund 214 EMERGENCY MEDICAL SERVICES (E						27,859.96	
Fund 217 SNOWMOBILE PATROL FUND							
Dept 332 SNOWMOBILE LAW ENFORCEMENT							
217-332-749.00	VEHICLE REPAIRS	HEIGES PERFORMANCE, I	SNOW TAOE COOLANT LEAK	012825	12/26/19	782.88	73231
Total For Dept 332 SNOWMOBILE LAW ENFORCEMENT						782.88	
Total For Fund 217 SNOWMOBILE PATROL FUND						782.88	
Fund 228 SOLID WASTE/RECYCLING FUND							
Dept 000							
228-000-748.00	GAS, OIL & GREASE	VISA=JESSE ZYLSTRA	WIPER FLUID/SCRAPER	12192019	12/26/19	24.89	73256
228-000-800.00	CONTRACTED SERVICES	AMERICAN WASTE	RECYCLING SERVICES FOR NOVEMBER 20	3413824	12/19/19	14,145.60	73153
228-000-850.00	TELEPHONE	VERIZON WIRELESS	CELL PHONES DECEMBER	9844158632	01/02/20	45.19	73327
Total For Dept 000						14,215.68	
Dept 852 MEDICAL INSURANCE							
228-852-717.00	MEDICAL/DENTAL/VISION IN	44 NORTH	EMPLOYEE VISION INSURANCE DECEMBER	191024	12/26/19	9.99	73212



GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 228 SOLID WASTE/RECYCLING FUND							
Dept 852 MEDICAL INSURANCE							
228-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	BCN COVERAGE - JANUARY 2020	19344040049	12/26/19	399.04	73219
228-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	DENTAL INSURANCE FOR JANUARY 2020	RIS0002574821	01/02/20	36.87	73284
228-852-800.00	CONTRACTED SRVS - CADILL	44 NORTH	COBRA FEES FOR DECEMBER 2019	191024	12/26/19	22.90	73212
			Total For Dept 852 MEDICAL INSURANCE			468.80	
Fund 241 LAND BANK AUTHORITY FUND							
Dept 000							
241-000-967.00	PROJECT EXPENSES	LUCAS V. MIDDLETON	EXPEDITED QUIET TITLE ACTION COMPL	120919	12/19/19	2,183.20	73182
241-000-967.00	PROJECT EXPENSES	PIONEER GROUP	EXPEDITED QUIET TITLE AD	00048285	12/19/19	413.25	73193
241-000-967.00	PROJECT EXPENSES	WELDON TOWNSHIP TREAS	10-12-502-009-00, 10-12-502-010-00 WINTER TAX		12/19/19	55.80	73208
			Total For Dept 000			2,652.25	
			Total For Fund 241 LAND BANK AUTHORITY FUND			2,652.25	
Fund 245 REMONUMENTATION/SURVEY GRANT FUND							
Dept 000							
245-000-800.00	CONTRACTED SERVICES	CRYSTAL SURVEYING	2019 REMONUMENTATION CHARGES	2019RFEEs	12/19/19	3,000.00	73160
245-000-800.00	CONTRACTED SERVICES	CRYSTAL SURVEYING	REMONUMENTATION WORK FOR 2019	2019-8490	12/19/19	22,080.00	73160
245-000-815.30	ADMINISTRATION FEES	CRYSTAL SURVEYING	2019 REMONUMENTATION CHARGES	2019RFEEs	12/19/19	480.00	73160
245-000-957.00	MISCELLANEOUS	CRYSTAL SURVEYING	2019 REMONUMENTATION CHARGES	2019RFEEs	12/19/19	50.00	73160
245-000-957.00	MISCELLANEOUS	CRYSTAL SURVEYING	SCANNING WORK FOR REMONUMENTATION	2019-XXXX	12/19/19	1,236.00	73160
			Total For Dept 000			26,846.00	
			Total For Fund 245 REMONUMENTATION/SURVEY GRANT			26,846.00	
Fund 247 ANIMAL CONTROL FUND							
Dept 265 BUILDING & GROUNDS							
247-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELL PHONES DECEMBER	9844158632	01/02/20	100.88	73327
			Total For Dept 265 BUILDING & GROUNDS			100.88	
Dept 852 MEDICAL INSURANCE							
247-852-717.00	MEDICAL/DENTAL/VISION IN	44 NORTH	EMPLOYEE VISION INSURANCE DECEMBER	191024	12/26/19	35.87	73212
247-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	BCN COVERAGE - JANUARY 2020	19344040049	12/26/19	1,596.18	73219
247-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	DENTAL INSURANCE FOR JANUARY 2020	RIS0002574821	01/02/20	157.48	73284
247-852-800.00	CONTRACTED SERVICES - CA	44 NORTH	COBRA FEES FOR DECEMBER 2019	191024	12/26/19	36.80	73212
			Total For Dept 852 MEDICAL INSURANCE			1,826.33	
			Total For Fund 247 ANIMAL CONTROL FUND			1,927.21	
Fund 256 REG OF DEEDS AUTOMATION FUND							
Dept 000							
256-000-800.00	RECORD CONVERSIONS	FIDLAR TECHNOLOGIES I	1ST QUARTER BASTION SERVICES 202	0866894-IN	01/02/20	2,650.00	73288
			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							
261-325-727.00	OFFICE SUPPLIES	VISA=RHUBERS	VISA CHARGES HUBERS #0975 - CENTRA	12-16-19	12/26/19	55.16	73258
261-325-855.00	RADIO MAINTENANCE/EQUIPM	GRAND TRAVERSE MOBILE	FIRMWARE UPDATES FOR ALL COUNTY MO	53021	12/19/19	425.00	73168
261-325-855.00	RADIO MAINTENANCE/EQUIPM	GRAND TRAVERSE MOBILE	TECHNICAL SERVICES REF: FCC POINT	53153	12/26/19	42.50	73230
261-325-955.10	DUES & REGISTRATIONS	VISA=RHUBERS	VISA CHARGES HUBERS #0975 - CENTRA	12-16-19	12/26/19	94.00	73258

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 261 911 EMERGENCY SERVICE FUND							
Dept 325 DISPATCH/COMMUNICATION							
261-325-970.00	EQUIPMENT	GRAND TRAVERSE MOBILE	FRANKFORT REPEATER PARTS AND SERVI 52564		01/02/20	29,932.79	73290
			Total For Dept 325 DISPATCH/COMMUNICATION			30,549.45	
Dept 852 MEDICAL INSURANCE							
261-852-717.00	MEDICAL/DENTAL/VISION IN	44 NORTH	EMPLOYEE VISION INSURANCE DECEMBER 191024		12/26/19	117.83	73212
261-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	BCN COVERAGE - JANUARY 2020 19344040049		12/26/19	3,272.16	73219
261-852-717.00	MEDICAL/DENTAL/VISION IN	DELTA DENTAL PLAN OF	DENTAL INSURANCE FOR JANUARY 2020 RIS0002574821		01/02/20	446.39	73284
261-852-800.00	CONTRACTED SERVICES - CA	44 NORTH	COBRA FEES FOR DECEMBER 2019 191024		12/26/19	133.10	73212
			Total For Dept 852 MEDICAL INSURANCE			3,969.48	
Fund 262 DISPATCHER TRAINING FUND							
Dept 000			Total For Fund 261 911 EMERGENCY SERVICE FUND			34,518.93	
262-000-961.00	TRAINING & SCHOOLS	VISA=RHUBERS	VISA CHARGES HUBERS #0975 - CENTRA 12-16-19		12/26/19	408.75	73258
262-000-961.00	TRAINING & SCHOOLS	VISA=RON BERNIS	RBERNS VISA CHARGES CENTRAL DISPAT 12/16/19		12/26/19	577.70	73259
			Total For Dept 000			986.45	
Fund 276 COMMISSION ON AGING MILLAGE FUND							
Dept 000			Total For Fund 262 DISPATCHER TRAINING FUND			986.45	
276-000-800.00	CONTRACTED SERVICES	BENZIE SENIOR RESOURC	MONTHLY PYMT FOR CONTRACTED SERVICE 010120		01/02/20	92,325.00	73271
			Total For Dept 000			92,325.00	
Fund 285 POINT BETSIE LIGHTHOUSE FUND							
Dept 806 2019 MCZM GRANT			Total For Fund 276 COMMISSION ON AGING MILLAGE F			92,325.00	
285-806-800.00	CONTRACTED SERVICES	FLEIS & VANDENBRINK	POINT BETSIE ROAD END NOVEMBER 201 54578		12/26/19	8,150.09	73229
			Total For Dept 806 2019 MCZM GRANT			8,150.09	
Fund 292 CHILDCARE FUND							
Dept 000			Total For Fund 285 POINT BETSIE LIGHTHOUSE FUND			8,150.09	
292-000-860.00	TRAVEL/GAS CARDS	BENZIE TRANSPORTATION	BUS PASSES 2321, 2322		01/02/20	140.00	73272
292-000-862.01	INCENTIVES	BETH JOSEPH	REIM FOR HOLIDAY GIFTS/INCENTIVES 12/19/19		12/26/19	522.20	73218
292-000-862.01	INCENTIVES	JENI BERNDT	GUITAR LESSONS DEC		01/02/20	45.00	73295
292-000-862.01	INCENTIVES	KAYLEE ROSA	REIM FOR XMAS GIFTS FOR IHC 12/20		01/02/20	89.32	73299
			Total For Dept 000			796.52	
Fund 293 VETERAN'S RELIEF FUND							
Dept 000			Total For Fund 292 CHILDCARE FUND			796.52	
293-000-727.00	OFFICE SUPPLIES	WELLS FARGO VENDOR FI	COPIER FOR VETERANS 5008401563		12/19/19	68.03	73209
293-000-839.10	VETERANS FINANCIAL AID	CONSUMERS ENERGY	ACCT#1000 2258 9459 /VA BENEFIT 121619		12/19/19	240.66	73159
			Total For Dept 000			308.69	
Fund 401 CAPITAL IMPROVEMENT FUND							
Dept 000			Total For Fund 293 VETERAN'S RELIEF FUND			308.69	
401-000-967.00	PROJECT EXPENSES	HONOR BANK	LOAN INSTALLMENT/2019 CHARGER (301 400003669		01/02/20	14,536.24	73292



GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 701 GENERAL AGENCY FUND							
Dept 141 FRIEND OF THE COURT							
701-141-299.08	STATE - COUNSELING FUND	GROW BENZIE	SHARED FAMILY CARE PROGRAM	121819	12/19/19	5,000.00	73169
			Total For Dept 141 FRIEND OF THE COURT			5,000.00	
Dept 215 COUNTY CLERK							
701-215-271.00	RESTITUTIONS PAYABLE	BLARNEY CASTLE OIL CO	RESTITUTION FROM BAILEY BORTON	16-2469-FH	12/19/19	100.00	73156
701-215-271.00	RESTITUTIONS PAYABLE	MEMBERS CREDIT UNION	RESTITUTION FROM JENNY KETZ	12-2274-FH	12/19/19	50.00	73183
701-215-271.00	RESTITUTIONS PAYABLE	RICHARD VETTER SR.	RESTITUTION FROM RODERICK BAKER	13-2328-FH	12/19/19	75.00	73194
701-215-271.00	RESTITUTIONS PAYABLE	TOM AND ROBIN LEE	RESTITUTION FROM DONALD MARSHALL	14-2364-FH	12/19/19	50.00	73203
701-215-271.00	RESTITUTIONS PAYABLE	ANNIE BROWNING	RESTITUTION FROM JOSHUA STREETER	18-2548-FH	12/19/19	22.50	73215
701-215-271.00	RESTITUTIONS PAYABLE	KAYLA CHOWNYK	RESTITUTION FROM LUCAS BRIGHT	11-2233-FH	12/26/19	10.00	73235
701-215-271.00	RESTITUTIONS PAYABLE	STATE OF MICHIGAN	OWI REIMBURSEMENT FROM JARED BLUHM	19-2634-FH	12/26/19	50.00	73250
701-215-271.00	RESTITUTIONS PAYABLE	TOM AND ROBIN LEE	RESTITUTION FROM DONALD MARSHALL	14-2364-FH	12/26/19	30.00	73254
701-215-271.10	FAMILY DIVISION RESTITUT	DONALD SUCHOCKI	RESTITUTION FROM TIMOTHY REED	19-3074-DL	12/19/19	25.00	73163
701-215-271.10	FAMILY DIVISION RESTITUT	TIMOTHY DROST	RESTITUTION FROM BRYCE RAMEY	19-3048-DL	12/19/19	26.00	73201
701-215-299.03	CIRCUIT COURT MISCELLANE	MDOC CFA JACKSON BUSI	STEVEN LOOPE - OVERPAYMENT OF COUR	13-2332-FH	12/26/19	206.56	73238
			Total For Dept 215 COUNTY CLERK			645.06	
Dept 253 COUNTY TREASURER							
701-253-274.19	APPEALS/CHARGEBACKS/REFU	BENZIE COUNTY TREASUR	TAX VAL CHG 2018/17/16 03-001-032	123019	01/02/20	2,504.91	73270
701-253-274.19	APPEALS/CHARGEBACKS/REFU	BENZIE COUNTY TREASUR	PRE REFUND 2018/17/16 09-012-0	123019	01/02/20	1,069.49	73270
701-253-274.19	APPEALS/CHARGEBACKS/REFU	BLAIR MOSS	PRE REFUND 2018 02-504-102-00	123019	01/02/20	828.66	73273
701-253-274.19	APPEALS/CHARGEBACKS/REFU	DANIEL & ASHLEY LONEY	PRE REFUND 2018 02-036-011-00	123019	01/02/20	1,678.54	73281
701-253-274.19	APPEALS/CHARGEBACKS/REFU	DAVID G ELWELL	TAX VAL CHG 2018 10-022-049-10/0	123019	01/02/20	1,005.63	73282
701-253-274.19	APPEALS/CHARGEBACKS/REFU	DONALD MILLINGTON	TAX VAL CHG 2018 10-018-008-30	123019	01/02/20	1,827.52	73286
701-253-274.19	APPEALS/CHARGEBACKS/REFU	EDITH N VICKERS	PRE REFUND 2018 08-002-011-30	123019	01/02/20	1,512.57	73287
701-253-274.19	APPEALS/CHARGEBACKS/REFU	JESSI SEDLACEK	PRE REFUND 2018 08-013-004-00/0	123019	01/02/20	816.24	73296
701-253-274.19	APPEALS/CHARGEBACKS/REFU	KYLE & JULIE HOSPENTH	TAX VAL CHG 2018/17/16 03-001-	123019	01/02/20	1,915.01	73303
701-253-274.19	APPEALS/CHARGEBACKS/REFU	LINDA SMITH	PRE REFUND FOR 2018 01-450-015-0	123019	01/02/20	1,224.34	73305
701-253-274.19	APPEALS/CHARGEBACKS/REFU	MICHAEL STEEVES	PRE REFUND 2018 04-007-005-50	123019	01/02/20	1,025.36	73312
701-253-274.19	APPEALS/CHARGEBACKS/REFU	MIRIAM H GODOSHIAN	PRE REFUND 2018/2017 02-400-001-	123019	01/02/20	5,163.83	73314
701-253-274.19	APPEALS/CHARGEBACKS/REFU	RENEE SELMAN	TAX VAL CHG 2018 10-105-001-00	123019	01/02/20	198.23	73320
701-253-274.19	APPEALS/CHARGEBACKS/REFU	STEPHEN & KIMBERLY LY	PRE REFUND 2018 01-170-025-00	123019	01/02/20	872.19	73322
701-253-274.19	APPEALS/CHARGEBACKS/REFU	STEVE STANLEY	PRE REFUND 2017/2016 08-085-019	123019	01/02/20	2,225.64	73323
			Total For Dept 253 COUNTY TREASURER			23,868.16	
Dept 426 EMERGENCY MANAGEMENT							
701-426-299.41	COMM RESPONSE - QUINTAL	VISA=RHUBERS	CERT TRAILER EXPENSES/TRAINING/RES	0975	12/26/19	442.58	73258
			Total For Dept 426 EMERGENCY MANAGEMENT			442.58	
			Total For Fund 701 GENERAL AGENCY FUND			36,275.80	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
			Fund Totals:				
			Fund 101 GENERAL FUND			107,864.60	
			Fund 205 TNT OFFICER MILLAGE FUND			1,431.57	
			Fund 206 SHERIFF'S K-9 FUND			185.00	
			Fund 209 SCHOOL RESOURCE OFFICER			489.81	
			Fund 212 BENZIE KIDS			163.99	
			Fund 213 JAIL OPERATIONS FUND			27,816.40	
			Fund 214 EMERGENCY MEDICAL SERVICES			27,859.96	
			Fund 217 SNOWMOBILE PATROL FUND			782.88	
			Fund 228 SOLID WASTE/RECYCLING FUND			14,684.48	
			Fund 241 LAND BANK AUTHORITY FUND			2,652.25	
			Fund 245 REMONUMENTATION/SURVEY GRAN			26,846.00	
			Fund 247 ANIMAL CONTROL FUND			1,927.21	
			Fund 256 REG OF DEEDS AUTOMATION FUN			2,650.00	
			Fund 261 911 EMERGENCY SERVICE FUND			34,518.93	
			Fund 262 DISPATCHER TRAINING FUND			986.45	
			Fund 276 COMMISSION ON AGING MILLAGE			92,325.00	
			Fund 285 POINT BETSIE LIGHHOUSE FUN			8,150.09	
			Fund 292 CHILD CARE FUND			796.52	
			Fund 293 VETERAN'S RELIEF FUND			308.69	
			Fund 401 CAPITAL IMPROVEMENT FUND			14,536.24	
			Fund 425 EQUIPMENT REPLACEMENT FUND			6,577.14	
			Fund 532 TAX FORECLOSURE FUND			1,059.66	
			Fund 569 BUILDING AUTHORITY			89.38	
			Fund 701 GENERAL AGENCY FUND			36,275.80	
			Total For All Funds:			410,978.05	