

BENZIE COUNTY BOARD OF COMMISSIONERS

448 COURT PLACE – BEULAH, MI 49617 – (231) 882-9671
www.benzieco.net

MEETING AGENDA OCTOBER 13, 2020

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

PLEASE TURN OFF ALL CELL PHONES OR SWITCH THEM TO VIBRATE

9:00 a.m. CALL TO ORDER
 ROLL CALL
 INVOCATION AND PLEDGE OF ALLEGIANCE
 APPROVAL OF AGENDA
 APPROVAL OF MINUTES – 9/22/2020
 PUBLIC INPUT
 ELECTED OFFICIALS & DEPT HEAD COMMENTS
 ACTION ITEMS – Court CESF Grant
 COVID-19 –
 COMMISSIONER REPORTS –
 COUNTY ADMINISTRATOR’S REPORT –
 FINANCE – Approval of Bills
 COMMITTEE OF THE WHOLE – 9/8/2020 Consent
 COMMITTEE APPOINTMENTS –
 UNFINISHED BUSINESS – Assessor
 NEW BUSINESS –

10:00

10:15

10:30

PRESENTATION OF CORRESPONDENCE
PUBLIC COMMENT
ADJOURNMENT

Times Subject to Change

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

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

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

PUBLIC INPUT

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

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

Group Presentations – 15 minutes
Individual Presentations – 3 minutes

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

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

Commissioner Contacts:

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

THE BENZIE COUNTY BOARD OF COMMISSIONERS

September 22, 2020

The Benzie County Board of Commissioners met in a regular session on Tuesday, September 22, 2020 in the Frank F. Walterhouse Board Room, 448 Court Place, Government Center, Beulah, Michigan.

The meeting was called to order by Chair Bob Roelofs.

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

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

Agenda:

Motion by Warsecke, seconded by Taylor, to approve the agenda as amended, removing Ikens Easement and adding Audit Bids. Roll call. Ayes: Farrell (phone), Jeannot, Nye (phone), Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

Minutes:

Motion by Jeannot, seconded by Warsecke, to approve the regular session minutes of September 8, 2020 as presented. Roll call. Ayes: Farrell (phone), Jeannot, Nye (phone), Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

9:04 a.m. Public Input – None

ELECTED OFFICIALS & DEPARTMENT HEAD COMMENTS

Sheriff Schendel and Lt. Frank Peck, Michigan State Police Cadillac Post presented awards.

Lt. Peck presented to Deputy Joe Send with Benzie County Sheriff Office and C.J. Sierzputowski with MSP awards for life saving by performing CPR on a cardiac arrest patient; Sheriff Schendel presented an award to Deputy Kirk Parker for his heroic effort in trying to save a drowning victim on July 4, 2020.

Chairman Roelofs also thanked the individuals for their service on behalf of the Board of Commissioners.

Motion by Warsecke, seconded by Taylor, to accept the Coronavirus Emergency Supplemental Funding (CESF) Grant Contract between the Michigan State Police and Benzie County Sheriff's Office as presented, authorizing the chair to sign. Roll call. Ayes: Farrell (phone), Jeannot, Nye (phone), Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

U/S Hubers stated that the family of the drowning victim is from Tennessee and they will be here until Wednesday; the 12 year old has not been recovered yet; they will begin again tomorrow due to the weather at the pier today.

Tom King, EMS Director, gave an update that all vehicles are in good order; Stryker was here and did maintenance on the heart monitors that were purchased last year; August they had 180 calls; UVC lights for cleaning are working well; one employee came down with COVID with one of the family members having to be hospitalized; continuing education training is being reviewed.

COMMISSIONERS

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September 22, 2020

Doug Durand, Benzie Senior Resources, provided a written report and stated that the Board of Directors adopted their FY 20/21 Budget; Thank You to Rebecca for the additional 500 masks; Fall clean-up starts October 1, which includes removing a/c units; snow removal begins November 15; Christmas Bag letters went out to the churches yesterday.

Kyle Maurer, Animal Control Officer, reported that should the Sheriff Office need assistance tomorrow with the search, he will allow Dillon to assist—he is a certified marine officer; shelter siding is being put on now; trees are removed; purchased two projectors – dart guns; will call and make an offer of employment for the clerk position today; dog and cat numbers are slightly lower than normal; we are still feeding horses; we will receive the Spay and Neuter Grant again and will start October 1.

Comm Jeannot asked if there have been any citizen complaints regarding the driving of the county trucks home – no there have not been.

Dawn Olney, County Clerk, updated the board regarding the lawsuit where several county clerks were named defendants; a stipulation has entered to dismiss the county clerks.

Comm Sauer asked regarding the assessor information provided by Equalization; Mitch will discuss this with Tom Longanbach and bring back to this board on October 13 under Unfinished Business.

ACTION ITEMS

Appropriations Act: Motion by Sauer, seconded by Warsecke, to adopt the FY 2020-2021 Appropriations Act as presented. Roll call. Ayes: Farrell (phone), Roelofs, Sauer, Taylor and Warsecke Nays: Jeannot and Nye (phone) Motion carried.

Appendix A: Motion by Sauer, seconded by Warsecke, to adopt Appendix A – Elected Officials Salaries for FY 2020-2021 as presented. Roll call. Ayes: Farrell (phone), Jeannot, Nye (phone), Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

Appendix B: Motion by Sauer, seconded by Warsecke, to adopt Appendix B – Appointed Officials Wages/Salary for FY 2020-2021 as presented. Roll call. Ayes: Farrell (phone), Jeannot, Nye (phone), Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

Employee Roster: Motion by Jeannot, seconded by Taylor, to adopt the Employee Roster for FY 2020-2021 as presented. Roll call. Ayes: Farrell (phone), Jeannot, Nye (phone), Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

L-4029: Motion by Taylor, seconded by Jeannot, to adopt the L-4029 for Benzie County as presented. Roll call. Ayes: Farrell (phone), Jeannot, Nye (phone), Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

EMPG Work Agreement: Motion by Sauer, seconded by Warsecke, to authorize the Chair of the Board of Commissioners and the Emergency Management Coordinator to sign on behalf of Benzie County the FY 2021 Work Agreement with the Michigan State Police – Emergency Management and Homeland Security Division as presented. Roll call. Ayes: Farrell (phone), Jeannot, Nye (phone), Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

COMMISSIONERS

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September 22, 2020

Ikens Easement Request: Removed from Agenda.

Auditing Services: Motion by Jeannot, seconded by Sauer, to accept the bid of Maner Costerisan for county auditing services for the three years 2020 – 2022 as presented. Roll call. Ayes: Farrell (phone), Jeannot, Nye (phone), Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

COMMISSIONER REPORTS

Comm Roelofs attended the Village of Lake Ann meeting.

Comm Jeannot provided a written report (attached) and spoke regarding the budget and capital improvement plan.

Comm Farrell provide a written report (attached) and reported that she attended several meetings and joined the After-Action Review regarding COVID; Crystal Lake Township where there was discussion held regarding cemeteries, grant applied for to purchase another tabulator for elections, they will continue to meet remotely and meeting agendas and packets will be posted on the township website; Human Resources meeting was held with Comm Nye and Taylor; Centra Wellness Board meeting; Benzie's FY20 anticipated liquor tax balance is \$147,152 at NMRE; attended the Frankfort Elberta School board meeting and City of Frankfort.

Comm Nye attended five meetings – HR meeting – they will continue to give monthly updates, with the entire policy coming to the BOC for final approval; Benzonia Township – a permit has been issued on the Papano's building, there is an effort to recall the Marijuana Ordinance; Village of Beulah – doesn't consider the Papano's issue done, they are dealing with the dock waiting list; Village of Benzonia – they are working on the North Street water line which will separate Beulah and Benzonia service, remote read water meters have been installed, a new clerk has been hired.

Comm Taylor reported that she attended the HR meeting; Village of Honor – a resident was questioning the speed limit signs on Riverside Drive and Deadstream Road, they passed a resolution to not allow any political signs at Maley Park; Land Bank Authority – received and updated property inventory; Benzie Senior Resources report was given earlier.

Comm Warsecke attended the Conservation District meeting – nothing to report; Inland Township & BCCS are the same night, but he ended up being called into work, so did not attend.

Comm Sauer reported that he attended the Road Commission meeting where they talked about the MTF funds being on the rise, Cedar Run and Reynolds Road solar stop signs, Elmer's will be paving Pioneer & King Road area; Village of Thompsonville meeting Eclipse gave a presentation, there will be no Fall Fest; MAC workers comp refunds have increased this year; Health Dept COVID testing on Tuesdays in Leelanau and Wednesdays in Benzie; Village of Elberta restroom project has been completed; LEPC – Elmer's will apply 2" of asphalt to the causeway in Elberta.

COUNTY ADMINISTRATOR'S REPORT – Mitch Deisch

Provided a written report and talks about Executive Order 181 and the Ikens' request for easement – the request is for 75 feet and 47 feet goes across the county property; there is a \$300 application fee to the DNR for a Conservation Easement, we need to discuss if you are still in support to move forward for approval on October 13.

COMMISSIONERS

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September 22, 2020

Comm Sauer stated that he feels we should either cut the fee (\$2,000) in half or waive it; the county should help with this; he has no issue with it; this should not be a money maker.

Comm Roelofs stated that by allowing the Ikens to go across county property, how does that help the county? It's not about the money, these people trespassed on county property; they didn't ask permission; they violated our space; it's not their property and they did it without permission.

Comm Jeannot discussed the need to ensure any decision we make can be applied consistently in any future request.

Comm Farrell state that it is important to not allow trespass, then ask for forgiveness.

Mitch will forward to the Parks & Rec with information.

Comm Jeannot inquired regarding the County Administrator's annual evaluation; asked if perhaps HR should work on it this year.

Mitch provided the BOC members with a spreadsheet regarding COVID funding received.

Susan Boyd, Finance Manager, provided a Fund Balance report.

FINANCE

Bills: Motion by Jeannot, seconded by Warsecke, to approve payment of the bills from September 8, 2020 thru September 22, 2020 in the amount of \$246,219.33, as presented. Roll call. Ayes: Farrell (phone), Jeannot, Nye (phone), Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

Motion by Sauer, seconded by Taylor, to authorize the County Treasurer to interfund borrow up to \$1,000,000 to balance the cash in all accounts in the General Ledger. Roll call. Ayes: Farrell (phone), Jeannot, Nye (phone), Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

COMMITTEE OF THE WHOLE

Motion by Warsecke, seconded by Jeannot, to approve items 1-3 of the October 8, 2020 Committee of the Whole Consent Calendar as presented. Roll call. Ayes: Farrell (phone), Jeannot, Nye (phone), Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

COMMITTEE APPOINTMENTS

Land Bank Authority: Motion by Sauer, seconded by Warsecke, to accept the resignation of Amy Bissell from the Land Bank Authority. Roll call. Ayes: Farrell (phone), Jeannot, Nye (phone), Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

Health Dept Board of Appeals: Chair appoints: Commissioners Farrell, Nye and Roelofs to serve on this committee.

UNFINISHED BUSINESS – None

NEW BUSINESS – None

PRESENTATION OF CORRESPONDENCE

- Health Department minutes of September 4, 2020 received.
- Benzie Transportation Authority financial statements for June, July and August 2020 received.

COMMISSIONERS

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September 22, 2020

- MMRMA notice regarding increase in legal fees cost received.
- Message from Kristi Johnson, Chief Operating Officer, POMH received.
- Bay County resolution regarding financial assistance during the COVID-19 pandemic.

11:28 a.m. Public Input – None

Motion by Warsecke, seconded by Taylor, to adjourn at 11:29 a.m. Roll call. Ayes: Roll call. Ayes: Farrell (phone), Jeannot, Nye (phone), Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

Bob Roelofs, Chair

Dawn Olney, Benzie County Clerk

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1. Approved the agenda as amended.
2. Approved the regular session minutes of September 8, 2020 as presented.
3. Accepted the Coronavirus Emergency Supplemental Funding (CESF) Grant Contract between the Michigan State Police and Benzie County Sheriff's Office.
4. Adopted the FY 2020-2021 Appropriations Act as presented.
5. Adopted Appendix A – Elected Officials Salaries for FY 2020-2021 as presented.
6. Adopted Appendix B – Appointed Officials Wages/Salary for FY 2020-2021 as presented.
7. Adopted the Employee Roster for FY 2020-2021 as presented.
8. Adopted the L-4029 for Benzie County as presented.
9. Authorized the Chair of the Board of Commissioners and the Emergency Management Coordinator to sign on behalf of Benzie County the FY 2021 Work Agreement with the Michigan State Police – Emergency Management and Homeland Security Division as presented.
10. Accepted the bid of Maner Costerisan for county auditing services for the three years 2020 – 2022 as presented.
11. Approved payment of the bills in the amount of \$246,219.33, as presented.
12. Authorized the County Treasurer to interfund borrow up to \$1,000,000 to balance the cash in all accounts in the General Ledger.
13. Approved items 1-3 of the October 8, 2020 COTW Consent Calendar as presented.
14. Accepted the resignation of Amy Bissell from the Land Bank Authority.
15. Commissioners Farrell, Nye and Roelofs appointed to the Benzie Leelanau Health Department Board of Appeals committee.

Art Jeannot
Commissioner Report
September 22, 2020

- Participated in 5 meetings on behalf of the County since our September 8th meeting.
- **9/10 Friends of Pointe Betsie** – Gary Sauer and I continue to participate with this group to review solutions to high water issues and road end upgrade. An RFP will be available to propose construction solutions and funding.
- **9/14 Almira Township** – The Township continues working with BC Road Commission to find solutions for the intersection of Cedar Run and Reynolds Rd. Will open the Township Hall, Monday through Friday for students to have access to broadband if they can work out an agreement with Charter.
- **9/16 Benzie Chamber of Commerce** – Housing North and Broadband Summit is scheduled for October 20 to 22, 2020.
- **9/16 Building Authority** – Comstock and their sub-contractors are finished at the Maples. Bids were open for upgrading the generator. The high bid was \$72,332 with the low at \$34,610.
- **9/21 Northern MI Commissioner Association** – Discussed revenue sharing, CARES Act funding and tourism.
- **Other –**
 - EDC/BRA cancelled due to lack of a quorum.
 - Housing development in Honor continues to move forward. The plans have been submitted to the Village of Honor Planning Commission and anticipate action in October. The PILOT (payment in lieu of taxes) request will be formally requested to the Village and Homestead Township soon. Capital funding through MEDC is in process.
 - Advocates for a Better Benzie are having conversations with Grow Benzie to merge the two organizations. Grow Benzie would be the surviving agency.

RECEIVED

SEP 21 2020

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Commissioner's Report to BOC
September 22, 2020
Linda Farrell
District #3
Frankfort and Crystal Lake Twp.

I have attended 6 meetings on behalf of the County, joined the Community COVID update call, and joined the AAR Benzie County COVID Response Report call since our BOC meeting on September 8th.

September 8th

- Crystal Lake Township
 - There was much public comment and written correspondence (some of which was read aloud) objecting to a proposal to allow alcohol in the cemeteries. There was also public objection to altering the management of the cemeteries. It was decided to hold a joint Cemetery Committee/Trustees Special meeting to address these issues. The date for the Special Meeting will be set soon, published, and interested parties notified.
 - Approved an application for a grant to purchase a new ballot tabulator for the express purpose of counting absentee/mail-in ballots. In the instance that the grant is not received, approval was given for up to \$6000 to purchase a new tabulator.
 - The Trustees voted unanimously to continue meeting remotely to be in compliance with the Governor's orders. Meeting agendas and packets will now be posted on the township website at least 18 hours before meetings.
 - Greg Wright was re-appointed to the township Planning Commission

September 9th

- Human Resources Committee - with Commissioners Nye and Taylor
 - As Chair, Commissioner Nye will give an update. Minutes are included in today's meeting packet.

September 10th

- Central Wellness Network Board Meeting -
 - The FY21 budget of \$17,671,870 was passed.
 - Discussed CWN's current Liquor Tax Project requests for FY21 and the need to make adjustments due to limited funds available in Manistee County

September 14th

- NMRE Substance Used Disorder Oversight Board Meeting -
 - Two requests from CWN were tabled and sent back for adjustment and/or more information.
 - Benzie County's FY20 Anticipated Liquor Tax Balance is \$147,152
- Frankfort Elberta Area Schools Board Meeting
 - Off to a good start.
 - Much discussion about their plans to meet the educational and emotional needs of the face-to-face and remote learning students - a huge task
 - Information is on their website at <https://www.frankfort.k12.mi.us/district-home>

September 15th

- City of Frankfort Council Meeting
 - Fall Fest is cancelled
 - House-to-house Trick-or-Treat in Frankfort is cancelled. A committee will be formed to organize a Halloween parade on Saturday, October 31, with possible distribution

of candy by people watching the parade. The city may prepare bags of candy for kids.

- The City continues exploratory talks with the Iron Man organization for a race in August or September, 2021
- City Clerk Kim Kidder assured residents that there would be no problem with election ballots mailed to Frankfort. A specially designated ballot box has been installed in the hallway of City Hall for people to drop ballot requests and completed ballots if they prefer not to mail them. The clerk expects to mail Absentee Voter ballots that have been previously requested beginning this week.

Elected Officials And Department Head Report

9-1-1
Police
Fire / EMS

Benzie County Central Dispatch

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



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

Re: Recap of September 2020

Linda Nemeth is in her third stage of ECS training. Rory Fagan resigned on September 30. Brandon Brotherton turned down his offer of employment. Christopher Cervantes was given an offer of employment with a start date of October 20, 2020.

I want to commend all the staff that managed, responded, and contributed to the Lane Frame drowning event in Frankfort. The event lasted three days and everyone had some level of interaction with the event. Michael Draeger and Linda Nemeth took the original call and Dayton Pfost came into dispatch, unrequested, to assist. Christa Ketz responded, unrequested, to the scene and assisted with on-scene communications (day 1) and Michael Draeger and Donna Stevens assisted with on-scene communications on the final dive day as multiple mutual aid agencies responded to complete the search.

Summer numbers are lowering, and we are creeping into fall and eventually winter weather response calls. We have had an increase in public calls regarding Secretary of State issues and delayed services. Most want reassurance that they will not receive a ticket if they do not have a plate or title transferred while driving their vehicle. We have also received an uptick in calls in the area regarding “fraudulent activity and suspended social security numbers”. Many want to report the numbers from caller ID as the culprit, but all the numbers received are different and we end up providing the caller with a little insight into number “spoofing”.

Benzie County 911 Advisory Board met on September 10. A copy of the minutes are attached to this report.

I sent a second set of billing requests to Almira Fire and EMS and Thompsonville Fire and EMS for the docking stations and mounting services provided, from the new CAD laptop project. I have not received any return correspondence.

Sincerely – Rebecca Hubers

RECEIVED

OCT 07 2020

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20
9-1-1 Calls	544	471	434	388	532	786	1007	924	700
Admin Inbound calls	1541	1406	1402	1658	1632	1949	2126	1891	1850
Transferred 9-1-1 to another PSAP	25	24	22	18	16	32	48	45	47
Transfers within building	156	176	138	156	157	162	199	154	161
Call for Service Nature types:									
Abandoned 9-1-1	55	52	56	40	76	120	220	147	107
Abandoned Vehicle	8		5	2	3	5	6	5	1
Accidental Dial	18	17	14	25	58	63	119	103	53
Aircraft Down							1		
Alarm - Commercial	5	8	5	15	12	20	12	5	5
Alarm - Medical	10	2	7	10	6	21	9	1	5
Alarm - Residential	14	8	6	3	5	12	18	8	10
Ambulance Request	139	150	113	108	126	130	159	152	152
Ambulance Transfer	29	35	24	17	32	33	48	33	31
Animal Control Complaint	15	9	22	16	23	28	28	27	32
Assault	5	2	6	4	5	5	6	5	1
Assist Other Dept / County	5	13	12	4	3	13	17	8	13
Be on the Lookout	2			1	2	5	3	2	
Boater in Distress					1	2	4	1	5
Boating Complaint				2	4	2	9	5	
Breaking and Entering	2			5	4	2	3	5	2
Breaking and Entering - In progress			5	2		1		4	
Breaking and Entering - Vehicle			1		5		1		
Bullying	1								
Bus Lights Disregarded		1							
Car vs Bear - Property Damage Accident				1				3	1
Car vs Deer - Property Damage Accident	25	25	14	3	10	30	21	11	14
Careless Use	1	1	2	3	3				
Child Neglect	1	1			1				1
Child Abuse	1				1	1	1	2	
Citizen Assist	3	2	5	13	9	21	15	20	25
Civil - Assist	3	4	2				1	2	
Civil - Dispute	2			4		4	1	7	2
Civil - Standby	2	2	2	1		1	1	4	3
Computer Crime		1		1		1			
Counterfeit Money / ID	1								1
COVID - Executive Order response			22	73	14		4	5	7
Criminal Sexual Conduct (CSC)		2	2	1	1		2		
Custody Dispute	2		3	4	3	2	1	1	9
Deer Permit Issued	3	1		1					1
Disorderly Subject		1	1	2	2	2	3	5	1
Domestic Violence	4	2	14	6	10	7	8	9	11
Drowning							1		
Drug Activity					4		2	1	3
Embezzlement									
EMS Centralize									
Family Trouble	5	8	1	1	9	7	4	14	13
Fight in Progress		1		1	1	1	3	1	2
Fire - Alarm	4	2	2	1	2	10	8	8	5
Fire - Brush	1		3	1	4	2	1	1	2
Fire - Chimney		2							
	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20
Fire - Grass				2		3	2		
Fire - Other	6	3	6	7	6	6	5	3	6
Fire - Structure	1	2	7	6	3	4	3	1	1
Fire - Vehicle		2		1		1	1	1	
Fireworks Complaint					1	7	13	1	3
Found Property	1		8	4	6	10	6	8	5
Fraud	7	9	3	5	2	16	4	10	11
Gas Drive Off	3	3	8	3	2	2	1	3	4
Gas Leak (Natural Gas)				2	1	3	2	2	1
Harassment	4	5	4	4	5	8	7	5	8

Harassing Telephone Calls / Text	2	2	4	2	4	2	2	2	5
Hazardous Material Spill / Leak									
Identity Theft	2	1	1						
Illegal Burn		2	1	9	6	4	3	3	2
Illegal Dumping			1	2		6	2	1	1
Illegal Fireworks									
Incorrigible Youth	1		1	1	1	1			1
Injured Animal	2	7	4	5	4	5	4	9	3
Intoxicated Driver - Suspected	2	2	1	3	3	1	5	2	1
Intoxicated Subject	1	4	3	2	2	2	2	3	2
Landlord / Tenant Dispute	2	1		5	5	3	3	4	3
Larceny	4	6	7	3	9	17	15	17	8
Leaving the scene of accident	1				1	1	1		
Livestock in the roadway			1		5	2	2	3	
Lost Property / Animal	1	1	2	1	2	4	3	1	
Loud Party							2		
Marijuana Possession									1
Malicious Destruction of Property	9	1	6	3	5	10	11	4	11
Minor in possession of tobacco		1	3	1				1	
Minor in possession of alcohol			1		1		1	2	2
Misdialed 9-1-1	7	10	15	10	11	14	21	19	10
Missing Person	2	1	3	3		3	9	2	3
Motorist Assist	7	5	5	3		7	19	9	8
Neighbor Dispute		1		8	4	9	10	7	5
Noise Complaint	2	1		2	10	4	6	4	5
Off Road Vehicle Complaint			1	4		1		1	1
Open Door	2	1	1		2		2	1	1
Open Intoxicant in a Motor Vehicle					1				
Other / Misc	17	17	19	17	29	44	55	49	46
Parking Complaint	3	2			1	2	13	6	2
Patient Transfer - EMS									
Peeping Tom					1		1		
Person in the Water					2		1		1
Personal Injury Accident	4	6	3	1	4		5	4	6
Personal Protection Order - Entry	2	2	5	6		6	2	1	2
Personal Protection Order - Violation			1	1		1	3	1	1
Possession of Illegal Substance									
Power Line - Down, Fire, Arcing		1	4	4	3	27	10	2	6
	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20
Private Property Accident	4	4	13	1	2	2	7	6	9
Probation Violation	1			1	1			1	
Property Check	1	3	2		2				
Property Damage Accident	23	17		2	4	15	22	26	25
Property Dispute		2	1	1	1		1	1	
Prowler						1			
Reckless Driver	13	16	19	24	17	41	39	29	34
Road Hazard	13	15	3	4	7	10	10	18	14
Robbery - Armed									
Robbery - Unarmed									
Roll Over - Personal Injury Accident		2	1	1	1		1	1	1
Roll Over - Property Damage Accident	4	2	1					1	
Runaway				1			1	1	2
Sex Offender Violations					1			1	
Shoplifting	1	3	3		1	2	2	1	3
Shots fired complaint	1	1		5	6	6	6	8	6
Snowmobile Complaint		3							
Stalking		1	1					1	1
Suicidal Subject	4	2	5	3	2	3	5	3	1
Suspicious Mail / Package	1			1		1		1	1
Suspicious Person	2	3	4	4	3	3	9	6	13
Suspicious Telephone Call / Text		1							1
Suspicious Situation	13	17	14	25	36	37	35	32	22
Suspicious Vehicle	5	3	4	4	4	13	5	12	13
Test Call	3	8	16	8	19	6	6	23	17

Threats	1	10	7	7	6	3	5	4	6
Traffic Stop	203	202	187	44	371	476	426	465	364
Tree Down in Road	5	3	10	16	19	40	9	12	10
Trespassing	1	1	3	7	7	3	5	3	6
Truancy	1								
Unauthorized Driving Away Automobile	1	1	1	1	2	1	2		3
Uninitiated 9-1-1 call		1							3
Unknown Accident	1	3	2			2	7	2	2
Unwanted Person	2	3	3	6	6	6	0	5	6
Unwanted Telephone Calls / Texts									
Vandalism						4		1	
Vehicle in Ditch	18	13	1		1	1	3	1	
Verbal Dispute	1	2	1	2	1	1	1	4	4
VIN Inspection	2	3	1	1	4	3	4	4	6
Warrant Attempt		1						1	
Warrant Arrest							1	7	
Warrant Entry	10	12	13			5		14	11
Warrant TIP			2					2	
Water Rescue							2		1
Welfare Check	10	26	14	17	11	13	16	27	13
TOTAL	806	790	810	687	1115	1485	1629	1521	1191
Disclaimer - The calls for service nature type represents what the calltaker has determined best fits the type of call for service the caller requested, reported or described. Not all call for service nature types are listed. These call for service natures do not always represent how they are recorded by a public safety officer. Not all activity by a dispatcher is represented here.									
Smart911									
	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20
Total number of profiles as of =	781	784	790	793	797	801	803	805	807
9-1-1 calls to Dispatch with profile	4	4	5	5	5	12	4	10	8
Chat by text	21	14	18	10	24	36	108	53	15
Chat with response	11	6	5	4	14	15	63	23	7

RECEIVED

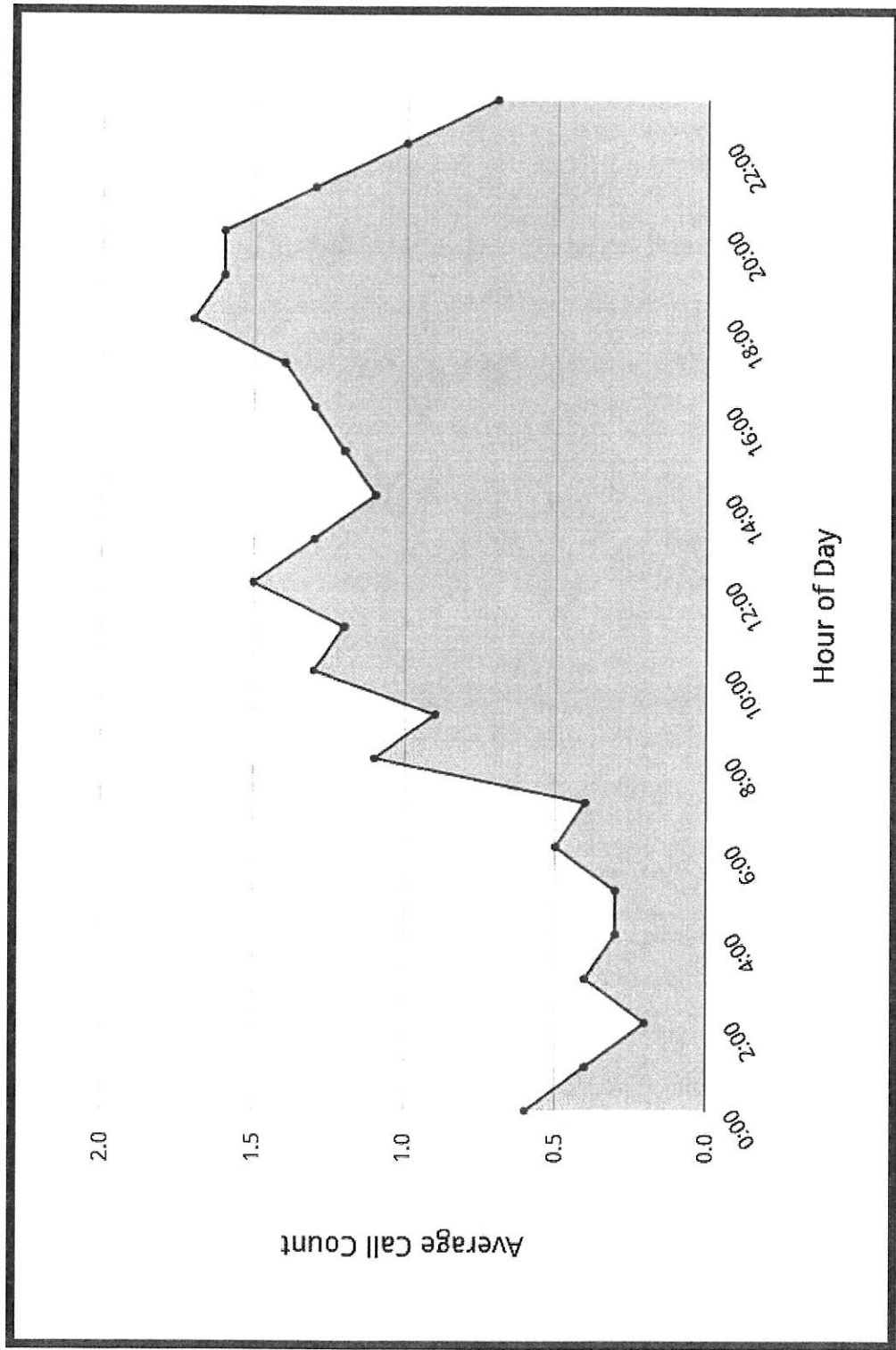
OCT 07 2020

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

BENZIE COUNTY (CENTRAL DISPATCH), MI

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

9/1/2020 to 9/30/2020



RECEIVED

OCT 07 2020

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

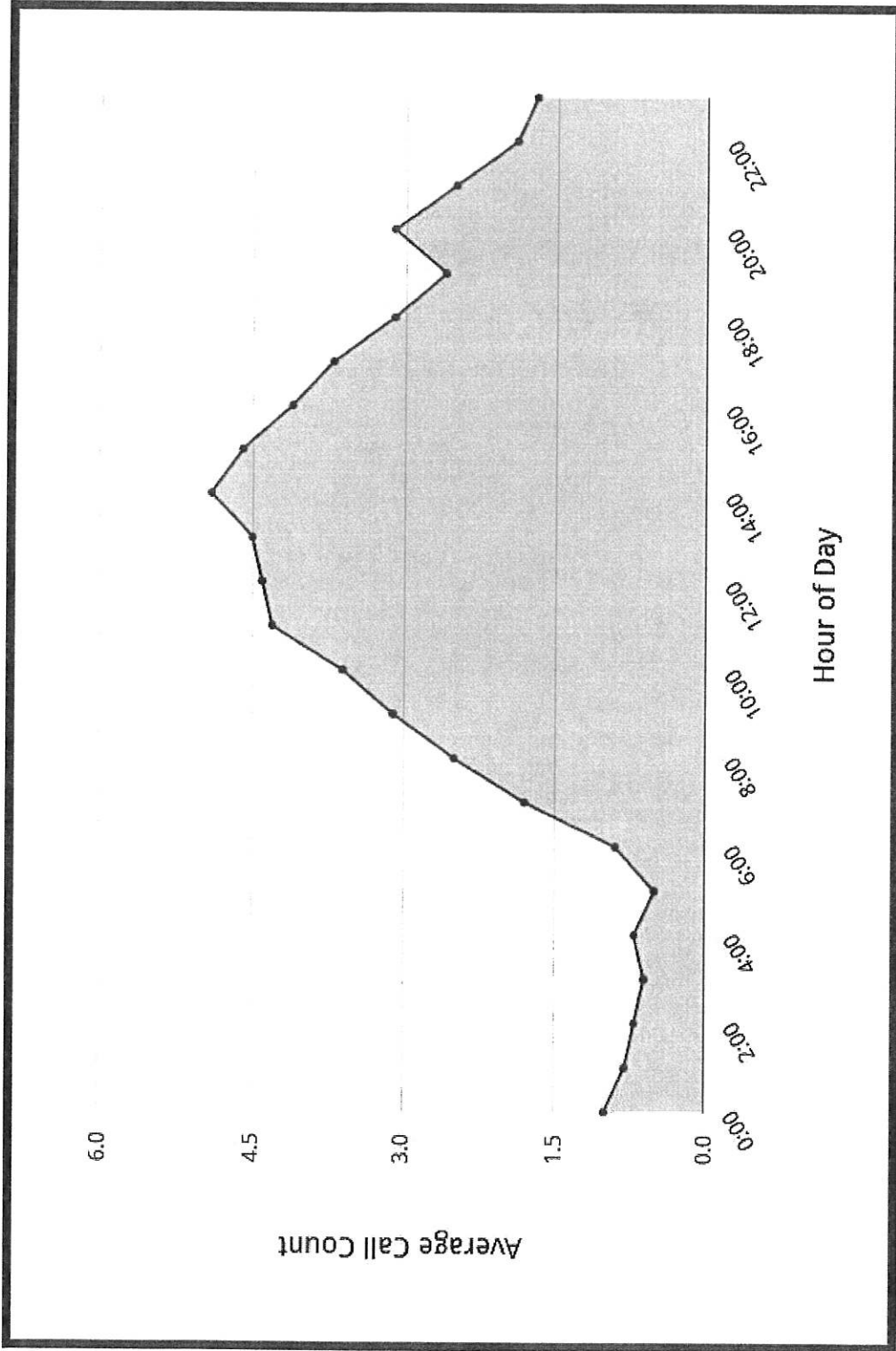
SUMMARY

Hour	Average Call Count	Highest Call Count	Total Call Count	Percentage	Tandem Transfers	NG911 Transfers	Blind Transfers	Attended Transfers	Conference Transfers	Total Transfers
—	1.0	13	700	100.0%	46	0	0	0	1	47

BENZIE COUNTY (CENTRAL DISPATCH), MI

Admin Inbound Calls – Calls by Hour of Day

9/1/2020 to 9/30/2020



RECEIVED

OCT 07 2020

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

SUMMARY

Hour	Average Call Count	Highest Call Count	Total Call Count	Percentage	Tandem Transfers	NG911 Transfers	Blind Transfers	Attended Transfers	Conference Transfers	Total Transfers
—	2.6	14	1850	100.0%	0	0	151	9	1	161

Minutes of
Benzie County Central Dispatch Advisory Board
Thursday September 10, 2020 3:00pm – Benzie County Board of Commissioners
Room

Member attendance: G. Hubers – BCSO (Vice Chair) Lozowski – FPD (phone)
 Dekkers – NPS (Chair) Markey – HFD (phone)
 King – BCEMS Hubers – OEM/BCCD (Secretary)

Public: Draeger – BCCD Lautenbach – BCCD

- A. Meeting called to order at 3:07pm by Rebecca Hubers
- B. Approval of Agenda – motion carried
Add E6 Mini tower to the agenda. Motion to approve amended agenda by Lozowski, second by G. Hubers
- C. Approval of the Minutes from May 14, 2020 and Special meeting August 13, 2020
– motion carried
Motion to approve the minutes by Lozowski, second by King
- D. Public Comment: - no public comment
- E. New Business:
 - E1. Discussion of Law Enforcement radio traffic on Fire Department pagers. Pagers are like “scanners” and access to channels are not controlled by Benzie County. This is more of a Fire Department policy and procedure issue and it is requested that any misuse or self-deployment to LE incidents be managed by the local fire chiefs to avoid unsafe incidents, misunderstandings, or criminal penalties for improper engagements.
 - E2. Unattended death “policy” – there was a normal procedure missed by dispatch for an unattended death. It was noted there is no written policy or procedure on proper dispatch of an unattended death. General Order was created – reviewed by the advisory board and will be implemented into the standing BCCD General Orders.
 - E3. MSAG addressing issues with the removal of AT&T to PFN.
BCCD had initial disruptions with the MSAG change over from AT&T to Peninsula Fiber Network for all 911 calls and how they were interpreted by the CAD provider. Those were addressed and we are functioning. There is a form and general order for reporting improper ANI / ALI and we will continue to monitor address disruptions.
 - E4. Text to 911 (TEXTY) is functioning. BCCD just needs to implement training and guidelines before making it live with public announcement.

RECEIVED

OCT 07 2020

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

E5. Set 2021 Advisory Board Calendar – Motion to maintain the 2020 Schedule as is into 2021 as 3:00pm on the second Thursday of every odd month with no meeting in November. First meeting of 2021 to be January 14, 2021 – Motion carried.

Motion to approve 2021 schedule by G. Hubers second by King

E6. Rebecca and Neill from GT Mobile have a meeting with Bob from MPSCS about mini-tower options for Frankfort on September 30th at 11am.

F. Old Business:

F1. Space needs – nothing since site visit with Boyce and Associates who hopefully are working on options.

F2. COVID response COOP – have not had to change response level.

F3. Deputy Director – Michael Draeger approved to be training 9/6/2020

F4. Dispatch General Orders “in review” – Fire Departments have asked for more review of the Unknown Accident GO.

G. Board Members roundtable:

Dekkers - Seasonal ranger ends September 26 (Ranger 8).

Lozowski - USCG station Frankfort no longer manned for the season.

Parent/student drop off at the Elementary via Leelanau St. has reduced M22 traffic and seems to be going smoothly.

King – UVC disinfecting lights available

G. Hubers – Opening for a full time road Deputy and a Full Time Corrections Officer. Is hoping to have combined training with NPS on the EMILY rescue device issued to SBNL.

Markey – currently conducting hose testing. Participation is low on open trainings as a side effect of COVID.

R. Hubers – New ECS, Linda and Rory, moving along in the training process. Third new person to begin October 5th.

H. Public comment: - no public comment

I. Next Meeting – January 14, 2021 at 3pm in the Office of Emergency Management.

J. Adjournment – 3:42pm (*motion - Lozowski – Markey*)

ACTION ITEMS



STATE OF MICHIGAN
DEPARTMENT OF STATE POLICE
LANSING

GRETCHEN WHITMER
GOVERNOR

COL. JOSEPH M. GASPER
DIRECTOR

September 10, 2020

Mr. Bob Roelofs
County of Benzie - Benzie County Courts
448 Court Place
Beulah, Michigan 49617

RE: Coronavirus Emergency Supplemental Funding

Dear Mr. Roelofs:

I am pleased to inform you that the County of Benzie – Benzie County Courts has been selected to receive an award from the Coronavirus Emergency Supplemental Funding (CESF) grant received by the Michigan State Police (MSP), Grants and Community Services Division, from the U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance. The efforts made by your agency to maintain public safety through prevention, preparation, and response during the coronavirus pandemic are valued and appreciated. **The award for your project, pending the finalization of the Grant Agreement (contract), is \$21,415.21.** This funding is specifically for coronavirus-related expenses, as outlined in your application and contract.

It is crucial that you read through the entire contract to be sure you and your financial officer are aware of and able to abide by the grant requirements. Contract requirements will be enforced. Non-compliance of contract requirements may result in grant suspension and/or financial penalties. **The deadline for returning your signed contract is November 30, 2020.** Remember, this is a reimbursement-only grant, and reimbursements will not be approved for previous expenditures until our office receives your signed contract.

If you have any questions or concerns about your award, please contact Ms. Lindsey Holden at holdenl@michigan.gov. We look forward to working with you.

Sincerely,

Ms. Nancy Becker Bennett, Division Director
Grants and Community Services Division

Enclosure

CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING (CESF)

GRANT CONTRACT

Grant Agreement

hereinafter referred to as the "Agreement"

between

Michigan State Police

hereinafter referred to as the "Department"

and

County of Benzie - Benzie County Courts

448 Court Place
Beulah, Michigan 49617
Federal ID: 38-6004838

hereinafter referred to as the "Contractor"
for

MSP Project Number: CESF-8-10-0315

I. Period of Agreement:

This Agreement shall commence on **3/01/2020** and continue through **09/30/2021**.

This Agreement is in full force and effect for the period specified.

II. Funding Source and Agreement Amount:

This Agreement is designated as a subrecipient relationship with the following stipulations:

- A. Including federal funds and required local match, the total amount of this Agreement is \$21,415.21.
- B. The Department, under the terms of this Agreement, will provide federal pass-through funding not to exceed \$21,415.21.
- C. The Catalog of Federal Domestic Assistance (CFDA) number is 16.034.
- D. The CFDA Title is Coronavirus Emergency Supplemental Funding (CESF).
- E. The federal agency name is U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance.
- F. The federal grant award number is 2020-VD-BX-0434.
- G. The federal program title is FY 20 Coronavirus Emergency Supplemental Funding Program.

III. Grant Summary:

To enhance safety, a local administrative order was established that outlined all future safety and operational procedures during the pandemic to include, but not limited to, installation of plexiglass shields in courtrooms and work areas, utilization of technology for remote work and hearings, and off-site jury selection.

IV. Program Budget:

The agreed upon Program Budget for this Agreement is referenced herein as Attachment 1, which is part of this Agreement through reference. Any change to the Program Budget, by either the Contractor or Department, requires a formal Amendment submitted to the Department.

Budget deviation allowances are not permitted.

V. Amendments:

Any change proposed by the Contractor which would affect the Department funding of any project, in whole or in part, must be submitted in writing to the Department for approval immediately upon determining the need for such change. Changes made to this Agreement are only valid if accepted by both the Contractor and the Department.

VI. Contractor Responsibilities:

The Contractor, in accordance with the general purposes and objectives of this Agreement, will:

A. Publication Rights:

1. The Contractor shall give recognition to the Department in any and all publications, papers and presentations arising from the program (including from subcontractors) herein by placing the following disclaimer on any and all publications, papers and presentations:

This project is supported by Michigan's FY 20 Coronavirus Emergency Supplemental Funding Program # 2020-VD-BX-0434, awarded by the Bureau of Justice Assistance, Office of Justice Programs, U.S. Department of Justice (DOJ), and administered by the Michigan State Police (MSP). Points of view or opinions contained within this document do not necessarily represent the official position or policies of the DOJ or the MSP.

2. The Department shall, in return, give recognition to the Contractor when applicable.
3. Where activities supported by this Agreement produce books, films, or other such copyrightable materials issued by the Contractor, the Contractor may copyright such but shall acknowledge that the Department reserves a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, and use such materials and to authorize others to reproduce and use such materials. This cannot include service recipient information or personal identification data.
4. Any copyrighted materials or modifications bearing acknowledgment of the Department's name must be approved by the Department prior to reproduction and use of such materials.

B. Reporting Responsibilities:

Failure to comply with any reporting responsibilities identified in this Agreement may result in withholding grant payment(s) or the cancellation of grant award. The Contractor's lack of compliance will also be taken into account when considering future grant applications to, and awards from, the Department.

C. Uniform Crime Report (UCR):

The Contractor, and all of its subcontractors, must comply with 1968 PA 319, as amended. This law requires county sheriff's departments, as well as city, village, and township police departments to submit monthly UCR data to the Department.

D. Financial Reporting Requirements:

Financial reporting requirements shall be followed as defined within this section.

1. Reimbursement Method/Mechanism:

- a. All Contractors must register as a vendor to receive State of Michigan payments as Electronic Funds Transfers (EFT)/Direct Deposits. Vendor registration information is available on the State of Michigan SIGMA Vendor Self Service (VSS) website located at <https://sigma.michigan.gov/webapp/PRDVSS2X1/AltSelfService>.
- b. This Agreement is reimbursement only. The Contractor must document that expenditures have been paid by local sources before requesting reimbursement from the Department.

- c. Reimbursement from the Department is based upon the understanding that Department funds will be paid up to the total Department allocation as agreed upon in the approved Budget. Department funds are the first source after the application of fees and earmarked sources unless a specific local match condition exists.
- d. Should the Contractor discover an error in a previous reimbursement request, the Contractor shall immediately notify the Department and refund to the Department any funds not authorized for use under this Agreement and any payments or funds advanced to the Contractor in excess of allowable reimbursable expenses.

2. Financial Status Report (FSR) Submission:

Once the Agreement has been signed and accepted, regardless of when this occurs, the Contractor is responsible for preparing and submitting an FSR for each quarter of the Agreement period. The various FSRs are outlined below:

- a. **FSR:**
FSRs must be prepared and submitted to the Department no later than 20 days after the close of each reporting period. An example is found in Attachment 2, which is part of this agreement through reference. Each reporting period's reimbursement request may only contain expenses from that reporting period. Reimbursement requests that include more than one reporting period's expenditures may not be granted and will be returned to the Contractor for explanation and/or correction and re-submission.
- b. **Obligation Report:**
An Obligation Report, based on annual guidelines, is a one-time FSR and must be submitted by the specified due date. In this report, the Contractor will provide to the Department an estimate of total expenditures for the date-specific Agreement period. The information from this report will be used to record the Department's year-end accounts payables and receivables for this Agreement.
- c. **Final FSR:**
A Final FSR is due 20 days following the end of the fiscal year or Agreement period specified. Final FSRs not received from the Contractor by the due date may result in the loss of funding requested on the Obligation Report and/or a potential reduction in the subsequent year's award, if/when applicable.

3. Unobligated Funds:

Any unobligated balance of funds held by the Contractor at the end of the Agreement period will be returned to the Department or treated in accordance with instructions provided by the Department.

4. Program Income:

The DOJ regulations allow Contractors to keep funds (program income) derived from grant activities, so long as these funds are used for the same purposes as the grant project. In the absence of such regulations, these funds would be required to be returned to the DOJ.

Program income means the gross income earned by the Contractor during the Agreement period as a direct result of the grant project.

All income generated as a direct result of a Department-funded project shall be deemed program income.

Program income may be used to further program objectives under this Agreement or may be refunded to the Department. Program income must be used for the purposes of, and under the conditions applicable to, the award specified in this Agreement. Program income may only be used for allowable program costs.

Asset forfeiture and treatment/lab fees are the most prominent program income derived from grant activity. The DOJ regulations require that program income be held in the custody of a governmental entity, with reporting on those funds to the State Administrative Agency (the Department).

When applicable, Program Income Reports (GCSD-208B) are to be filed quarterly with Contractor's FSR.

Any program not earning program income must fill out and submit to the Department a Program Income Waiver Report (GCSD-208A) within 30 days of the acceptance of this Agreement.

5. **Audits:**

This section applies to Contractors designated as subrecipients. Contractors designated as vendors are exempt from the provisions of this section.

a. **Single Audit:**

Contractors that expend \$750,000 or more in federal funds in a fiscal year after December 26, 2014, must submit a Single Audit prepared consistent with the Single Audit Act Amendments of 1996, and Office of Management and Budget (OMB) Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations," as revised or 2 C.F.R. 200.501. Contractors must also submit a Corrective Action Plan for any audit findings that impact Department-funded programs and a management letter (if issued) with a response.

b. **Financial Statement Audit:**

Contractors exempt from the Single Audit requirements that receive \$500,000 or more in total funding from the Department in state and federal grant funding must submit to the Department a Financial Statement Audit prepared in accordance with generally accepted auditing standards (GAAS). Contractors exempt from the Single Audit requirements that receive less than \$500,000 of total Department grant funding must submit to the Department a Financial Statement Audit prepared in accordance with GAAS if the audit includes disclosures that may negatively impact Department-funded programs including, but not limited to fraud, financial statement misstatements, and violations of contract and grant provisions.

c. **Due Date and Submission Information:**

The required audit and any other required submissions (e.g., Corrective Action Plan and management letter with a response), must be submitted to the Department within nine months after the end of the Contractor's fiscal year to:

Michigan Department of State Police
Grants and Community Services Division
Attn: Grants Coordination Unit
P.O. Box 30634
Lansing, Michigan 48909-0634

d. **Penalty:**

i. **Delinquent Single Audit or Financial Statement Audit:**

If the Contractor does not submit the required Single Audit reporting package, management letter (if issued) with a response, and Corrective Action Plan; or the Financial Statement Audit and management letter (if issued) with a response within nine months after the end of the Contractor's fiscal year and an extension has not been approved by the cognizant or oversight agency for audit, the Department may withhold from the current funding an amount equal to five percent of the audit year's grant funding (not to exceed \$200,000) until the required filing is received by the Department. The Department may retain the amount withheld if the Contractor is more than 120 days delinquent in meeting the filing requirements and an extension has not been approved by the cognizant or oversight agency for audit. The Department may terminate the current grant if the Contractor is more than 180 days delinquent in meeting the filing requirements and an extension has not been approved by the cognizant or oversight agency for audit.

ii. **Delinquent Audit Status Notification Letter:**

Failure to submit the Audit Status Notification Letter, when required, may result in withholding from the current funding an amount equal to one percent of the audit year's grant funding until the Audit Status Notification Letter is received.

e. **Other Audits:**

The Department or federal agencies may also conduct or arrange for "agreed upon procedures" or additional audits to meet their needs.

E. **Equipment Purchases and Title:**

Any Contractor equipment purchases supported in whole or in part through this Agreement must be listed in an Equipment Inventory Schedule (attachment 5). Equipment means tangible, non-expendable, personal property having useful life of more than one year and an acquisition cost of \$5,000 or more per unit. Title to items having a unit acquisition cost of less than \$5,000 shall vest with the Contractor upon acquisition. The Department reserves the right to retain or transfer the title to all items of equipment having a unit acquisition cost of \$5,000 or more, to the extent that the Department's proportionate interest in such equipment supports such retention or transfer of title.

All purchases supported in whole or in part through this Agreement must use procurement procedures that conform to the Contractor's local requirements.

F. **Record Maintenance/Retention:**

Maintain adequate program and fiscal records and files, including source documentation to support program activities and all expenditures made under the terms of this Agreement, as required. Assure that all terms of this Agreement will be appropriately adhered to and that records and detailed documentation for the project or program identified in this Agreement will be maintained (may be off site) for a period of not less than four years from the date of grant closure, the date of submission of the Final FSR, or until litigation and audit findings have been resolved. All retention record guidelines set by the local jurisdiction (Contractor) must be adhered to if they require additional years beyond retention guidelines stated herein.

G. **Authorized Access:**

Permit upon reasonable notification and at reasonable times, access by authorized representatives of the Department, Program Evaluators (contracted by the Department), Federal Grantor Agency, Comptroller General of the United States and State Auditor General, or any of their duly authorized representatives, to records, files, and documentation related to this Agreement, to the extent authorized by applicable state or federal law, rule, or regulation.

The Department may conduct on-site monitoring visit(s) and/or grant audit(s) any time during the grant period. All grant records and personnel must be made available during any visit, including subcontractors, if requested.

The Department may request that a funded program be evaluated by an outside evaluation team contracted by the Department. Contractors shall work cooperatively with the evaluation team in such a manner that the program be able to be fully reviewed and assessed.

H. **Subcontractor/Vendor Monitoring:**

The Contractor must ensure that each of its subcontractors comply with the Single Audit Act of 1984, as amended, 31 U.S.C. 7501 *et seq.* requirements and must issue management decisions on audit findings of their subcontractors as required by OMB Circular A-133. The Contractor is responsible for reviewing all single audit adverse findings and ensuring that corrective actions are implemented. The Contractor will ensure subcontractors forward all single audits covering grant funds administered through the Department to the Contractor.

The Contractor must ensure that subcontractors are expending grant funds appropriately as approved and as specified through this Agreement and must conduct monitoring activities to ensure compliance with all associated laws, regulations, and provisions as well as ensure that performance goals are

achieved. The Contractor must ensure compliance for for-profit subcontractors as required by OMB Circular A-133, Section 210(e). The Contractor must ensure that transactions with vendors comply with laws, regulations, and provisions of contracts or grant agreements in compliance with OMB Circular A-133, Section 210(f).

1. **Subcontracts:**

Assure for any subcontracted service, activity, or product:

- a. That the Contractor will submit copies of all executed subcontracts within 60 days of the execution of this Agreement. Subcontracts should cover all personnel contained in the "contractual" line item within the grant budget. Each listed agency shall have its own subcontract signed by the Contractor and an employee of the subcontracted agency that is authorized to enter into legally binding contracts for the entity receiving funds. The failure to submit these documents to the Department within 60 days may result in withholding future payment or other penalties, as determined by the Department.
- b. That a written subcontract is executed by all affected parties prior to the initiation of any new subcontract activity. Exceptions to this policy may be granted by the Department upon written request within 30 days of execution of this Agreement.
- c. That any executed subcontract to this Agreement shall require the subcontractor to comply with all applicable terms and conditions of this Agreement, including all Certifications and Assurances referenced in this Agreement.
- d. That, in the event of a conflict between this Agreement and the provisions of the subcontract, the provisions of this Agreement shall prevail. A conflict between this Agreement and a subcontract, however, shall not be deemed to exist where the subcontract:
 - i. Contains additional non-conflicting provisions not set forth in this Agreement;
 - ii. Restates provisions of this Agreement to afford the Contractor the same or substantially the same rights and privileges as the Department; or,
 - iii. Requires the subcontractor to perform duties and/or services in less time than that afforded the Contractor in this Agreement.
- e. That the subcontract does not affect the Contractor's accountability to the Department for the subcontracted activity.
- f. That any billing or request for reimbursement for subcontract costs is supported by a valid subcontract and adequate source documentation on costs and services. All subcontractors must submit requests for reimbursement to the Contractor in a timely manner such that the Contractor can include these requests on the proper reporting period FSR. **Subcontractors must be paid within 30 days of receipt of invoice by the subcontractor.**

I. **Notification of Modifications:**

The Contractor must provide timely notification to the Department, in writing, of any action by its governing board or any other funding source that would require or result in significant modification in the provision of services, funding, or compliance with operational procedures.

J. **Software Compliance:**

The Contractor must ensure software compliance and compatibility with the Department's data systems for services provided under this Agreement including, but not limited to: stored data, databases and interfaces for the production of work products, and reports. All required data under this Agreement shall be provided in an accurate and timely manner without interruption, failure, or errors due to the inaccuracy of the Contractor's business operations for processing date/time data.

K. **Notification of Criminal or Administrative Investigations/Charges:**

If any employee of the Contractor associated with this grant project becomes aware of a criminal or

administrative investigation or charge that directly or indirectly involves grant funds referenced in this Agreement, the Contractor shall immediately notify the Department's contract manager in writing that such an investigation is ongoing or that a charge has been issued.

VII. Department Responsibilities:

The Department, in accordance with the general purposes, objectives, and terms and conditions of this Agreement, will provide reimbursement based upon appropriate reports, records, and documentation maintained by the Contractor.

VIII. Department Contract Manager/Administrator of the Agreement:

The individual acting on behalf of the Department in administering this Agreement as the Contract Manager is:

Ms. Nancy Becker Bennett, Division Director
Michigan State Police
Grants and Community Services Division
P.O. Box 30634
Lansing, MI 48909-0634

Telephone: (517) 898-9496
Email: becker@nichigan.gov

IX. Agreement Suspension/Termination:

The Department and/or the Contractor may suspend and/or terminate this Agreement without further liability or penalty to the Department for any of the following reasons:

- A. This Agreement may be suspended by the Department if any of the terms of this Agreement are not adhered to. Suspension requires immediate action by the Contractor to comply with the terms of this Agreement; otherwise, termination by the Department may occur.
- B. Failure of the Contractor to make satisfactory progress toward the project completion.
- C. Proposing or implementing substantial plan changes to the extent that, if originally submitted, the application would not have been selected for funding.
- D. Filing false certification in this Agreement or other report or document.
- E. This Agreement may be terminated by either party by giving 15 days written notice to the other party. Such written notice will provide valid, legal reasons for termination along with the effective date.
- F. This Agreement may be terminated immediately if the Contractor, an official of the Contractor, or an owner is convicted of any activity referenced in Section VI, M, of this Agreement during the term of this Agreement or any extension thereof.

X. Final Reporting Upon Termination:

Should this Agreement be terminated by either party, within 30 days after the termination, the Contractor shall provide the Department with all financial, performance, and other reports required as a condition of this Agreement. The Department will make payments to the Contractor for allowable reimbursable costs not covered by previous payments or other state or federal programs. The Contractor shall immediately refund to the Department any funds not authorized for use and any payments or funds advanced to the Contractor in excess of allowable reimbursable expenditures.

XI. Severability:

If any provision of this Agreement or any provision of any document attached to or incorporated by reference is waived or held to be invalid, such waiver or invalidity shall not affect other provisions of this Agreement.

XII. Liability:

- A. To the extent allowed by law, all liability to third parties, loss, or damage as a result of claims, demands, costs, or judgments arising out of activities, such as direct service delivery, to be carried out by the Contractor in the performance of this Agreement shall be the responsibility of the Contractor, and not the responsibility of the Department, if the liability, loss, or damage is caused by, or arises out of, the actions or failure to act on the part of the Contractor, any subcontractor, or anyone directly or indirectly employed by the Contractor, provided that nothing herein shall be construed as a waiver of any governmental immunity that has been provided to the Contractor or its employees by statute or court decisions.
- B. All liability to third parties, loss or damage as a result of claims, demands, costs, or judgments arising out of activities, such as the provision of policy and procedural direction, to be carried out by the Department in the performance of this Agreement shall be the responsibility of the Department, and not the responsibility of the Contractor, if the liability, loss, or damage is caused by, or arises out of, the action or failure to act on the part of any Department employee or agent, provided that nothing herein shall be construed as a waiver of any governmental immunity by the state of Michigan, its agencies (the Department), or employees as provided by statute or court decisions.
- C. In the event that liability to third parties, loss, or damage arises as a result of activities conducted jointly by the Contractor and the Department in fulfillment of their responsibilities under this Agreement, such liability, loss, or damage shall be borne by the Contractor and the Department in relation to each party's responsibilities under these joint activities, provided that nothing herein shall be construed as a waiver of any governmental immunity by the Contractor, the state of Michigan, its agencies (the Department), or their employees, respectively, as provided by statute or court decisions.

XIII. Special Conditions:

- A. This Agreement is valid upon approval and execution by the Department.
- B. This Agreement is conditionally approved subject to and contingent upon the availability of funds.
- C. The Department will not assume any responsibility or liability for costs incurred by the Contractor prior to the full execution of this Agreement.
- D. All special conditions placed on the Department by the Department of Justice federal grant award document for grant 2020-VD-BX-0434 are agreed to by the Contractor. A copy of award 2020-VD-BX-0434 is included as an attachment for reference.
- E. The Contractor agrees to cooperate with any assessments, national evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this project.

XIV. Certifications and Assurances:

These Certifications and Assurances are applicable to the Contractor and all subcontractors of the Contractor. It is the Contractor's responsibility to ensure that subcontractors are adhering to the Certifications and Assurances. Failure to do so may result in termination of grant funding or other remedies.

A. Certifications:

Contractors should refer to the regulations cited below to determine the certification to which they are required to attest. Acceptance of this Agreement provides for compliance with certification requirements under 28 C.F.R. Part 69, "New Restrictions on Lobbying," 28 C.F.R. Part 67, "Government-wide Debarment and Suspension (Non-procurement)," and 28 C.F.R. Part 83, "Government-wide Requirements for Drug-Free Workplace (Grants)."

B. Lobbying:

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 C.F.R. Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 C.F.R. Part 69, the Contractor certifies that:

1. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement;
2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this federal grant or cooperative agreement, the Contractor shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions; and,
3. The Contractor shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

C. Debarment, Suspension, and Other Responsibility Matters (Direct Recipient):

Pursuant to Executive Order 12549 (Debarment and Suspension), and implemented at 2 C.F.R. Part 2867, for prospective participants in primary covered transactions, as defined at 28 C.F.R. Part 2867, Section 2867.20(a):

1. The Contractor certifies that it and its principals:
 - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of federal benefits by a state or federal court, or voluntarily excluded from covered transactions by any federal department or agency;
 - b. Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - c. Have not within a two-year period preceding this application been convicted of a felony criminal violation under any federal law, unless such felony criminal conviction has been disclosed in writing to the Office of Justice Programs (OJP) at oipcompliance@usdoj.gov, and, after such disclosure, the applicant has received a specific written determination from OJP that neither suspension nor debarment of the applicant is necessary to protect the interests of the Department and U.S. Government in this case.
 - d. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and,
 - e. Have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.

D. Federal Taxes:

If the applicant is a corporation, the applicant certifies that either (1) the corporation has no unpaid federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, or (2) the corporation has provided written notice of such an unpaid tax liability (or liabilities) to OJP at ojpcompliancereporting@usdoj.gov, and after such disclosure, the applicant has received a specific written determination from OJP that neither suspension nor debarment of the applicant is necessary to protect the interests of the Department and U.S. Government in this case.

E. Drug-Free Workplace:

1. As required by the Drug-Free Workplace Act of 1988, and implemented at 28 C.F.R. Part 83, Subpart F, as defined at 28 C.F.R. Sections 83.620 and 83.650 the Contractor certifies that it will provide a drug-free workplace by:

- a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Contractor's workplace and specifying the actions that will be taken against employees for violation of such prohibition.
- b. Establishing an ongoing drug-free awareness program to inform employees about:
 - i. The dangers of drug abuse in the workplace;
 - ii. The Contractor's policy of maintaining a drug-free workplace;
 - iii. Any available drug counseling, rehabilitation, and employee assistance programs; and,
 - iv. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.
- c. Making it a requirement that each employee who will be engaged in the performance of the grant be given a copy of the statement required by paragraph (a) of this section.
- d. Notifying the employee in the statement required by paragraph (a) of this section that, as a condition of employment under the grant, the employee will:
 - i. Abide by the terms of the statement; and,
 - ii. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.
- e. Notifying the agency, in writing, within ten calendar days after receiving notice under subparagraph (d) (ii) of this section from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to:

Department of Justice
Office of Justice Programs
Attn: Control Desk
810 7th Street, N.W.
Washington, D.C. 20531

Notice shall include the identification number(s) of each affected grant.

- f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(ii) of this section, with respect to any employee who is so convicted:
 - i. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or,

- ii. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.
- g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of subparagraphs (a), (b), (c), (d), (e), and (f) above.

F. Standard Assurances:

The Contractor hereby assures and certifies compliance with all applicable federal statutes, regulations, policies, guidelines, and requirements, including OMB Circulars A-21, A-87, A-102, A-110, A-122, A-133; Executive Order 12372 (Intergovernmental Review of Federal Programs); and, 28 C.F.R. Parts 66 or 70 (administrative requirements for grants and cooperative agreements). The Contractor also specifically assures and certifies that:

1. It has the legal authority to apply for federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
2. It will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
3. It will give the awarding agency or the Government Accountability Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance. It will comply with all lawful requirements imposed by the awarding agency, specifically including any applicable regulations, such as 28 C.F.R. Parts 18, 22, 23, 30, 35, 38, 42, 61 and 63, and the award term in 2 C.F.R. § 175.15(b).
4. It will assist the awarding agency, if necessary, in assuring compliance with section 106 of the National Historic Preservation Act of 1966, 16 U.S.C. § 470, Executive Order 11593 (Protection and Enhancement of the Cultural Environment), the Archeological and Historical Preservation Act of 1974, 16 U.S.C. § 469 a-1 *et seq.*, and the National Environmental Policy Act of 1969, 42 U.S.C. § 4321.
5. It will comply with Executive Order 13279 (Equal Protection of the Laws for Faith-Based and Community Organizations), Executive Order 13559 (Fundamental Principles and Policymaking Criteria for Partnerships With Faith-based and Other Neighborhood Organizations), and the DOJ regulations on the Equal Treatment for Faith-Based Organizations, 28 C.F.R. Part 38, which prohibits recipients from using DOJ financial assistance on inherently or explicitly religious activities and from discriminating in the delivery of services on the basis of religion. Programs and activities must be carefully structured to ensure that DOJ financial assistance is not being used for literature, classes, meetings, counseling sessions, or other activities that support twelve-step programs, which are considered to be religious in nature. The twelve-step programs must take place at a separate time or location from the activities supported with DOJ financial assistance and the participation of beneficiaries in twelve-step programs is strictly voluntary. It must make clear to any and all vendors and program participants that twelve-step programming is separate and distinct from DOJ-funded activities. It must also ensure that participants are not compelled to participate in twelve-step programs and cannot penalize a participant who chooses not to participate in a twelve-step program. It must ensure that employees fully funded by the DOJ are not involved with twelve-step programs whereby they are instructing or indoctrinating clients on the twelve steps. Employees of the Contractor or subcontractor shall clearly document the number of hours spent on secular activities associated with the DOJ-funded program and ensure that time spent on twelve-step programs is completely separate from time spent on permissible secular activities. In addition, at least one secular program must be provided as an alternative to twelve-step programming.

6. It will provide meaningful access to grant-funded programs and activities to Limited English Proficient (LEP) persons in accordance with Title VI of the Civil Rights Act of 1964 and the Omnibus Crime Control and Safe Streets Act of 1968, 42 U.S.C. § 3789d. For a detailed discussion of the requirement to provide meaningful access to LEP persons, refer to the guidance issued by the DOJ on this matter entitled, "Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons," 67 FR 4155-01 (June 18, 2002).

It will comply and require any and all subcontractors to comply with any applicable statutorily-imposed nondiscrimination requirements, including the Omnibus Crime Control and Safe Streets Act of 1968, 42 U.S.C. § 3789d; the Victims of Crime Act of 1984, 42 U.S.C. § 10604(e); the Juvenile Justice and Delinquency Prevention Act of 2002, 42 U.S.C. § 5672(b); the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*); the DOJ implementing regulations at 28 C.F.R. Part 42, Subpart C; the DOJ implementing regulations at 28 C.F.R. Part 42, Subpart D; Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794); the DOJ implementing regulations at 28 C.F.R. Part 42, Subpart G; Title II of the Americans with Disabilities Act of 1990 (42 U.S.C. § 12132); the DOJ implementing regulations at 28 C.F.R. Part 35; the Rehabilitation Act of 1973, 29 U.S.C. § 794; the Americans with Disabilities Act of 1990, 42 U.S.C. § 12131-34; Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681, 1683, 1685-86; and, the Age Discrimination Act of 1975, 42 U.S.C. §§ 6101-07; The DOJ regulations on the Equal Treatment for Faith-Based Organizations, 28 C.F.R. Part 38; The Michigan Elliott-Larsen Civil Rights Act, MCL 37.2101 *et seq.*; and the Michigan Persons With Disabilities Civil Rights Act, MCL 37.1101 *et seq.*

a. **Notification:**

It may not discriminate in employment on the basis of race, color, national origin, religion, sex, and disability and may not discriminate in the delivery of services or benefits on the basis of race, color, national origin, religion, sex, disability, and age. These laws also prohibit retaliation against an individual for taking action or participating in action to secure rights protected by these laws. It shall notify all clients, customers, program participants, or consumers of the types of prohibited discrimination, as well as the complaint procedures, in writing. Notification may include placing posters in an area that may be easily viewed by all and/or providing a paper copy to each of the listed types of individuals. It shall forward all discrimination complaints to the Department as described in the complaint procedures in Attachment 7. Subcontractors, clients, customers, program participants, or consumers may also report complaints to the Office of Justice Programs (OJP)/Office for Civil Rights (OCR) or the Michigan Department of Civil Rights (MDCR) directly, as outlined in Attachment 7, but the Contractor shall notify the Department of the complaint as soon as the complaint is known. In the event that a Federal or State court, or Federal or State Administrative Agency, makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, or disability against the Contractor or subcontractor, the Contractor shall forward a copy of the finding to the OJP/OCR and the Department.

b. **Training:**

Any and all DOJ-funded employees of the Contractor and subcontractors shall receive periodic training at least once every contract year regarding the responsibility of the entities to comply with applicable federal civil rights laws as a recipient of federal funds. The Department shall provide the Contractor with access to training developed by the OJP/OCR, which may be found at <https://www.ojp.gov/about/ocr/ocr-training-videos/video-ocr-training.htm>. The DOJ-funded employees of the Contractor shall complete the required training within 90 days of the start date of this Agreement and certify that the required training has been completed by signing the OCR Compliance Training Form. New employees shall complete the required training and provide a signed OCR Compliance Training Form to the Department within 90 days of the date of hire.

c. **Monitoring:**

The Department shall ensure that the Contractor is complying with all applicable civil rights laws and procedures by completing the Federal Civil Rights Compliance Checklist, see Attachment 8, with the Contractor during site monitoring visits and desk audits.

7. It shall determine if an Equal Employment Opportunity Plan (EEOP) is required, pursuant to 28 C.F.R. 42.301 *et seq.* If the Contractor is not required to formulate an EEOP, a certification form shall be sent to the OJP/OCR and the Office of Personnel Management (OPM) indicating that an EEOP is not required. If the Contractor is required to develop an EEOP, but is not required to submit the EEOP to the OCR, a certification form shall be sent to the OCR and the Department certifying that an EEOP is on file which meets the applicable requirements. If the Contractor is awarded a grant of \$500,000 or more, and has 50 or more employees, a copy of the EEOP shall be submitted to the OJP/OCR and OPM. Non-profit organizations, Indian Tribes, and medical and educational institutions are exempt from the EEOP requirement, but are required to submit a certification form to the OCR to claim the exemption (a copy of the form shall be submitted to the OPM). Additional information about the EEOP requirements may be found at <https://www.ojp.gov/about/ocr/eeop.htm>.
8. If the Contractor is a governmental entity:
 - a. It will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Policies Act of 1970, 42 U.S.C. § 4601 *et seq.*, which governs the treatment of persons displaced as a result of federal and federally-assisted programs; and,
 - b. It will comply with requirements of 5 U.S.C. §§ 1501-08 and §§ 7324-26, which limit certain political activities of state or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

G. Non-Supplanting:

It is imperative that the Contractor understand that the nonsupplanting requirement mandates that grant funds may be used only to supplement (increase) a Contractor's budget, and may not supplant (replace) state, local, or tribal funds that a Contractor, inclusive of any subcontractors, otherwise would have spent on positions and/or any other items approved in the Grant Budget if it had not received a grant award.

This means that if your agency plans to:

1. Hire new positions (including filling existing vacancies that are no longer funded in your agency's budget), it must hire these additional positions on or after the official grant award start date, above its current budgeted (funded) level of positions.
2. Rehire personnel who have already been laid off (at the time of application) as a result of state, local, or tribal budget cuts, it must rehire the personnel on or after the official grant award start date, and maintain documentation showing the date(s) that the positions were laid off and rehired.
3. Maintain personnel who are (at the time of application) currently scheduled to be laid off on a future date as a result of state, local, or tribal budget cuts, it must continue to fund the personnel with its own funds from the grant award start date until the date of the scheduled lay-off and maintain documentation showing the date(s) and reason(s) for the lay-off. For example, if the grant award start date is July 1 and the lay-off is scheduled for October 1, then the grant funds may not be used to fund the officers until October 1, the date of the scheduled layoff.

Please note that as long as your agency can document the date that the lay-off(s) would occur if the grant funds were not available, it may transfer the personnel to the grant funding on or immediately after the date of the lay-off without formally completing the administrative steps associated with a lay-off for each individual personnel.

4. Documentation that may be used to prove that scheduled lay-offs are occurring for local economic reasons that are unrelated to the availability of grant funds may include (but are not limited to) council or departmental meeting minutes, memoranda, notices, or orders discussing the lay-offs; notices provided to the individual personnel regarding the date(s) of the layoffs; and/or budget documents

ordering departmental and/or jurisdiction-wide budget cuts. These records must be maintained with your agency's grant records.

H. Hatch Political Activity Act and Intergovernmental Personnel Act:

The Contractor will comply with the Hatch Act of 1939, 5 U.S.C. 1501-08, and the Intergovernmental Personnel Act of 1970, as amended by Title VI of the Civil Service Reform Act of 1978, 42 U.S.C. 4728. Federal funds cannot be used for partisan political purposes of any kind by any person or organization involved in the administration of federally-assisted programs.

I. Health Insurance Portability and Accountability Act of 1996:

To the extent that the Health Insurance Portability and Accountability Act (HIPAA) of 1996 is pertinent to the services that the Contractor provides to the Department under this Agreement, the Contractor assures that it is in compliance with the HIPAA requirements including the following:

1. The Contractor must not share any protected health data and information provided by the Department that falls within the HIPAA requirements except to a subcontractor, as appropriate under this Agreement.
2. The Contractor must require the subcontractor not to share any protected health data and information from the Department that falls under the HIPAA requirements in the terms and conditions of the subcontract.
3. The Contractor must only use the protected health data and information for the purposes of this Agreement.
4. The Contractor must have written policies and procedures addressing the use of protected health data and information that falls under the HIPAA requirements. The policies and procedures must meet all applicable federal and state requirements including the HIPAA regulations. These policies and procedures must include restricting access to the protected health data and information by the Contractor's employees.
5. The Contractor must have a policy and procedure to report to the Department unauthorized use or disclosure of protected health data and information that falls under the HIPAA requirements of which the Contractor becomes aware.
6. Failure to comply with any of these contractual requirements may result in the termination of this Agreement in accordance with Section XI, Agreement Suspension/Termination, above.
7. In accordance with the HIPAA requirements, the Contractor is liable for any claim, loss, or damage relating to unauthorized use or disclosure of protected health data and information received by the Contractor from the Department or any other source.

XV. Unallowable Expenses and Activities:

- Costs in applying for this grant (e.g., consultants, grant writers).
- Any expenses incurred prior to the date of this Agreement.
- Any administrative costs not directly related to the administration of this Agreement.
- Indirect cost rates or indirect administrative expenses (only direct costs permitted).
- Personnel, including law enforcement officers, not connected to the project to which this Agreement refers.
- Hazard pay.
- Lobbying or advocacy for particular legislative or administrative reform.
- Fundraising and any salaries or expenses associated with it.
- Legal fees.

- All travel including first class or out-of-state travel, unless prior approval by the Department is received.
- Promotional items, unless prior approval by the Department is received.
- One-time events, prizes, or entertainment (e.g., tours, excursions, amusement parks, sporting events), unless prior approval by the Department is received.
- Honorariums.
- Contributions and donations.
- Management or administrative training or conferences, unless prior approval by the Department is received.
- Management studies or research and development (costs related to evaluation are permitted).
- Fines and penalties.
- Losses from uncollectible bad debts.
- Purchases of land.
- Memberships and agency dues, unless a specific requirement of the project, unless prior approval by the Department is received.
- Compensation to federal employees.
- Military-type equipment such as armored vehicles, explosive devices, and other items typically associated with the military arsenal.
- Purchasing of vehicles, vessels, or aircraft, including unmanned aerial systems, commonly referred to as UAS or drones.
- New construction.
- Service contracts and training beyond the expiration of this Agreement.
- Informant fees, rewards, or buy money.
- Expert witness fees.
- Canines and horses, including any food and/or supplies relating to the upkeep of such animals.
- Livescan devices for applicant prints including any related supplies.
- Weapons, including tasers and any supplies for weapons.
- Food, refreshments, and snacks.

Note: No funding can be used to purchase food and/or beverages for any meeting, conference, training, or other event. Exceptions to this restriction may be made only in cases where such sustenance is not otherwise available (e.g., extremely remote areas), or where a special presentation at a conference requires a plenary address where there is no other time for sustenance to be attained. Such an exception would require prior approval from the Department and the DOJ. This restriction does not apply to water provided at no cost, but does apply to any and all other refreshments, regardless of the size or nature of the meeting. Additionally, this restriction does not impact direct payment of per diem amounts to individuals in a travel status under your organization's travel policy.

XVI. Conditions on Expenses:

Costs must be reasonable and necessary. If required by the local jurisdiction, costs must be sustained by competitive bids. All contracts and subcontracts require prior approval by the Department. If detailed information is not included as part of the application process, the Contractor must submit a request seeking approval once the subcontractors are identified.

Individual consultant fees are limited to \$650 (excluding travel, lodging, and meal costs) per day, which includes legal, medical, psychological, and accountant consultants. If the rate will exceed \$650 for an eight-hour day, prior written approval is required from the Department. Compensation for individual consultant services is to be responsible and consistent with that paid for similar services in the marketplace.

XVII. Conflict of Interest:

The Contractor and the Department are subject to the provisions of 1968 PA 317, as amended, MCL 15.321 *et seq.*, and 1973 PA 196, as amended, MCL 15.341 *et seq.*

XVIII. State of Michigan Agreement:

This is a state of Michigan agreement and is governed by the laws of Michigan. Any dispute arising as a result of this Agreement shall be resolved in the state of Michigan.

XIX. Compliance with Applicable Laws:

The Contractor will comply with applicable federal and state laws, guidelines, rules, and regulations in carrying out the terms of this Agreement. The Contractor will also comply with all applicable general administrative requirements such as OMB Circulars covering cost principles, grant/agreement principles, and audits in carrying out the terms of this Agreement.

XX. Special Certification:

The individual electronically accepting this Agreement certifies by his/her acceptance that he/she is authorized to sign this Agreement on behalf of the Contractor.

XXI. Contractor Signature:

The Authorized Official's signature below represents the Contractor's legal acceptance of the terms of this Agreement, including Certifications and Assurances.

Name of Contractor's Authorized Official	Signature of Contractor's Authorized Official	Date
Name of Department's Authorized Official	Signature of Department's Authorized Official	Date
Ms. Nancy Becker Bennett		

PROGRAM BUDGET

CESF-8-10-0315

County of Benzie - Benzie County Courts - \$21,415.21

The proposed project covers a 19-month period from March 1, 2020 to September 30, 2021.

Supplies and Materials Expenses:

\$12,814.45

Laptops with accessories for remote work (4); wireless printers (2); PPE including face masks, face shields, gloves, and hand sanitizer; plexiglass barriers; portable disinfectant machine; touchless thermometer; portable hard drive; printer/scanner.

Equipment Expenses:

\$7,299.00

Portable recording system.

Other Expenses:

\$1,301.76

Check in system; remote access software; Zoom licenses.

FY20 CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING (CESF) GRANT**FINANCIAL STATUS REPORT (FSR)**

I. Applicant's Information			
1. Agency Name		2. Grant Number	
3. Address	4. City	5. State	6. ZIP Code
II. Financial Status Report (Due 20 days After the end of each quarter)			
7. Reporting Period			
<input type="checkbox"/> March 1, 2020 – September 30, 2020			
<input type="checkbox"/> October 1, 2020 – December 31, 2020			
<input type="checkbox"/> January 1, 2021 – March 31, 2021			
<input type="checkbox"/> April 1, 2021 – June 30, 2021			
<input type="checkbox"/> July 1, 2021 – September 30, 2021			
III. Expenditure Detail (Must Attach Payment Documents such as Invoice(s) and Canceled Check(s))			
8. Expense Category	9. Expense Description	10. Total Expenditure Incurred for Period	11. Total Expenditure Incurred to Date
A. Overtime		\$	\$
B. Supplies/Materials		\$	\$
C. Equipment		\$	\$
D. Other		\$	\$
E. Contractual		\$	\$
12. Total Amount Incurred this Period			
13. Total Cumulative Amount Incurred to Date			
IV. Reimbursement Request			
14. Amount Requested for Reimbursement		\$	
This is my final report.		<input type="checkbox"/> Yes <input type="checkbox"/> No	
V. Certification			
I certify all statements in this report, including all requested supplemental information, are true, complete, and accurate to the best of my knowledge. I understand failure to submit any required reports may result in the termination of the grant. I understand this grant may be terminated if the Michigan State Police concludes I am not in compliance with the conditions and provisions required by the contract covering this grant or have falsified any information. By way of signature, I agree with all the conditions of this grant program.			
Agency's Authorized Official or Financial Officer Signature		Date	
Printed Name of Authorized Official or Financial Officer		Title of Authorized Official or Financial Officer	
For MSP Use Only			
Reviewed By:	Date:	Approved By:	Date:
Date sent to finance for payment:		Date received confirmation of payment:	

STATE OF MICHIGAN
DEPARTMENT OF STATE POLICE

DATE: August 13, 2013

TO: Department Members

FROM: Nancy Becker Bennett, Director, Grants and Community Services Division (GCSD)

SUBJECT: Discrimination Complaint Procedures for Federal Grant-Funded Projects

I. Purpose

As a condition for receiving funding from the U.S. Department of Justice (DOJ), all recipients and subrecipients of such funding must comply with applicable federal civil rights laws. This document will establish written procedures for MSP employees and DOJ-funded grant subrecipients to follow if a complaint alleging discrimination is received from clients, customers, program participants, or consumers of a MSP subrecipient implementing funding from the DOJ.

II. Policy

Recipients and subrecipients of DOJ funding may not discriminate in employment on the basis of race, color, national origin, religion, sex, and disability. They also may not discriminate in the delivery of services or benefits on the basis of race, color, national origin, religion, sex, disability, and age. The MSP will notify subrecipients of their required compliance with the following statutes and regulations through the interagency agreement:

■ The Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. § 10604(e)); the Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); the Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Rehabilitation Act of 1973 (29 U.S.C. § 794); the Americans with Disabilities Act of 1990 (42 U.S.C. §§ 12131-34); the Education Amendments of 1972 (20 U.S.C. §§1681, 1683, 1685-86); the Age Discrimination Act of 1975, (42 U.S.C. §§ 6101-07), Ex. Order 13279 (equal organizations); and 28 C.F.R. Part 38 (U.S. Department of Justice Equal Treatment for Faith-Based Organizations).

■ 28 CFR 42.301 et seq, which requires recipients determine if it is required to formulate an Equal Employment Opportunity Plan (EEOP). If the recipient is not required to formulate an EEOP, it will submit a certification form to the U.S. Department of Justice, Office of Justice Programs, Office for Civil Rights (OCR), and the Office of Personnel Management (OPM) indicating that it is not required to develop an EEOP. If the recipient is required to develop an EEOP, but is not required to submit the EEOP to the OCR, it will submit a certification form to the OCR and the MSP certifying that it has an EEOP on file which meets the applicable requirements. If the recipient is awarded a grant of \$500,000 or more and has fifty or more employees, it will submit a copy of its EEOP to the OCR and OPM. Non-profit organizations, Indian Tribes, and medical and educational institutions are exempt from the EEOP

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requirement, but are required to submit a certification form to the OCR to claim the exemption (a copy of the form should also be submitted to the OPM).

■ Title VI of the Civil Rights Act of 1964 and the Omnibus Crime Control and Safe Streets Act of 1968m, which require subrecipients to provide meaningful access to programs and activities to Limited English Proficient (LEP) persons.

■ The Michigan Elliott-Larsen Civil Rights Act, MCL 37.2101 et. Seq, which prohibits discriminatory practices, policies, and customs in the exercise of those rights based upon religion, race, color, national origin, age, sex, height, weight, familial status, or marital status in Michigan.

■ The Michigan Persons With Disabilities Civil Rights Act, Act 220 of 1976, which defines the civil rights of persons with disabilities; to prohibit discriminatory practices, policies, and customs in the exercise of those rights; to prescribe penalties and to provide remedies; and to provide for the promulgation of rules.

These laws also prohibit agencies from retaliating against an individual for taking action or participating in action to secure rights protected by these laws.

In the event that a Federal or State court, or Federal or State Administrative Agency, makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, or disability against a Contractor, subcontractor or vendor, they will forward a copy of the finding will be forwarded to the Office for Civil Rights, Office of Justice Programs and the Department.

The MSP will notify its own employees of their required compliance with the preceding civil rights statutes and regulations through an Official Order.

III. Definitions

Contract means any Government contract or subcontract or any federally assisted construction contract or subcontract.

Complainant is a party that makes a complaint or files a formal charge.

Discrimination means treating an individual or a group of individuals adversely because of protected class status; or using a test, standard, or employment practice that has the effect if illegally excluding or screening in or out of a protected class.

MSP Employee is an individual providing services for and paid by the State of Michigan/Michigan State Police, including independent contractors, union and non-union employees, managers and supervisors, enlisted members and civilians.

Recipient is the entity which receives a monetary award from the DOJ.

Subcontract means any agreement or arrangement between a contractor and any person (in which the parties do not stand in the relationship of an employer and an employee):

1. For the purchase, sale or use of personal property or nonpersonal services which in whole or in part, is necessary to the performance of any one or more contracts; or
2. Under which any portion of the contractor's obligation under any one or more contracts is performed, undertaken or assumed.

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Subcontractor is any person holding a subcontract, and, for the purposes of this definition, any person who has held a subcontract subject to the order. The term "first-tier subcontractor" refers to a subcontractor holding a subcontract with a prime contractor.

Subrecipient is the entity that receives a monetary award from the DOJ recipient.

Subrecipient Employee is an individual or subcontractor being paid using DOJ grant funds.

IV. Complaint Procedures

The following are MSP's procedures for accepting and responding to discrimination complaints from subrecipient employees, clients, customers, program participants, or consumers of a MSP subrecipient implementing funding from the DOJ:

1. All discrimination complaints associated with DOJ grants shall be submitted to the Grants and Community Services Division (GCSD) by mail, telephone or e-mail to:

Michigan State Police
Grants and Community Services Division
333 S. Grand Ave.
Lansing, MI 48909
(517) 373-2960
MSP-CJGrants@michigan.gov

2. The GCSD Director will send the complainant a letter within 10 days from the date it was received to acknowledge receipt of the complaint, notify the complainant that it has been submitted to the Michigan Department of Civil Rights, and inform the complainant that he or she may also file a complaint directly with the federal Office for Civil Rights (OCR) at:

Office of Justice Programs
Office for Civil Rights
810 7th Street NW
Washington, DC 20531
(202) 307-0690
Fax: (202) 616-9865
TTY: (202) 307-2027

3. Within 10 days of the receipt of the complaint, the GCSD Director will send an email to the DOJ subrecipient to notify the agency that a complaint against has been filed against it.
4. The GCSD Director will forward the complaint to the Inspector of the MSP Office of Human Resources (OHR) immediately upon receipt of the complaint. The OHR Inspector or his or her designee will serve as the coordinator for all complaints regarding civil rights violations and will immediately forward the complaint to the Michigan Department of Civil Rights by emailing MDCRServiceCenter@michigan.gov. If MDCR informs the MSP that it does not have jurisdiction to investigate the complaint, the OHR Inspector will forward the complaint to the OCR for investigation.

The preceding complaint procedures are an attachment to the subrecipient contracts for all DOJ grants awarded by the MSP. Subrecipients must notify all clients, customers, program participants, or consumers of the types of prohibited discrimination, as well as the complaint procedures, in writing.

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Notification may include placing posters in an area that may be easily viewed by all and/or providing a paper copy to each of the listed types of individuals. Subrecipients must forward all discrimination complaints to the MSP as described in the complaint procedures. Subcontractors, clients, customers, program participants or consumers may also report complaints to the Office of Justice Programs/Office for Civil Rights or the Michigan Department of Civil Rights directly, but the MSP must be notified of the complaint by the subrecipient as soon as the complaint is known.

The MSP will ensure that all subrecipients are in compliance with the identified statutes and regulations by reviewing subrecipient procedures during site visits and other subrecipient monitoring activities.

5. The MSP, in cooperation with MDCR and OCR, will review and complete complaint investigations within 120-days. Complainants will receive written notification of the completion of the investigation and any associated findings within 10-days of the completion of the investigation. If the complexity of the investigation precludes this 120 day timeline from being met, the MSP shall notify the complainant in writing when it becomes aware that the investigation will not meet the 120 day timeline. This correspondence shall include a new timeline with an estimated completion date.

V. Training

All DOJ-funded MSP employees and subrecipients will receive periodic training at least once every contract year regarding their responsibility to comply with applicable federal civil rights in their capacity as a recipient of federal funds. Additionally, training will include review of these complaint procedures, including the employee's responsibility to refer discrimination complaints from clients, customers, program participants, or consumers to the appropriate MSP contact. The GCSD will provide DOJ-grant subrecipients and DOJ-funded MSP employees with access to OCR training modules, found on OCR's website, <http://www.ojp.usdoj.gov/about/ocr/assistance.htm>. Subrecipients will be required to certify they have completed this training during the first quarter of each grant cycle as part of their grant award agreement with the MSP.

These procedures and training requirements will also be disseminated to MSP employees via departmental memorandum and posted on the MSP intranet website. New employees will receive a copy of the procedures and access to the DHS training program during initial job training from any supervisor managing DOJ-funded employees.

VI. Monitoring

The GCSD has implemented a two-part process to ensure and monitor sub-recipients compliance with civil rights laws. Applicants must annually complete and submit to the GCSD the Civil Rights Compliance Questionnaire. Additionally, MSP grant advisors will complete the Civil Rights Compliance Questionnaire with applicants during on-site monitoring visits.

VII. Policy Dissemination

This policy shall be distributed to all MSP employees via a department-wide memorandum contingent upon final OCR approval. Additionally, the policy will be distributed via MSP's grant award agreement with DOJ-funded subrecipients as part of the standard grant award package.

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FEDERAL CIVIL RIGHTS COMPLIANCE CHECKLIST

1. If the sub recipient is required to prepare an Equal Employment Opportunity Plan (EEOP) in accordance with 28 C.F.R. §§ 42.301-.308, does the sub recipient have an EEOP on file for review?

☐ Yes ☐ No

If yes, on what date did the sub recipient prepare the EEOP?

2. Has the sub recipient submitted an EEOP Short Form to the Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ), if required by 28 C.F.R. §§ 42.301-.308? If the sub recipient is not required to submit an EEOP Short Form to the OCR, has it submitted a certification form to the OCR claiming a partial or complete exemption from the EEOP requirements?

☐ Yes- submitted an EEOP Short Form
☐ Yes- submitted a certification
☐ No

If the sub recipient prepared an EEOP Short Form, on what date did the sub recipient prepare it?

3. How does the sub recipient notify program participants and beneficiaries that it does not discriminate on the basis of race, color, national origin, religion, sex, disability, and age in the delivery of services (e.g. posters, inclusion in brochures or other program materials, etc.)?

4. How does the sub recipient notify employees that it does not discriminate on the basis of race, color, national origin, religion, sex, and disability in employment practices (e.g. posters, dissemination of relevant orders or policies, inclusion in recruitment materials, etc.)?

Comments:

5. Does the sub recipient have written policies or procedures in place for notifying program beneficiaries how to file complaints alleging discrimination by the sub recipient with the [State Administering Agency] or the OCR?

☐ Yes ☐ No

If yes, an explanation of these policies and procedures:

6. If the sub recipient has 50 or more employees and receives DOJ funding of \$25,000 or more: has the sub recipient taken the following actions:

- a. Adopted grievance procedures that incorporate due process standards and provide for the prompt and equitable resolution of complaints alleging a violation of the DOJ regulations implementing Section 504 of the Rehabilitation Act of 1973, found at 28 C.F.R. Part 42, Subpart G, which prohibit discrimination on the basis of a disability in employment practices and the delivery of services.

☐ Yes ☐ No

- b. Designated a person to coordinate compliance with the prohibitions against disability discrimination contained in 28 C.F.R. Part 42, Subpart I G.

☐ Yes ☐ No

- c. Notified participants, beneficiaries, employees, applicants, and others that the sub recipient does not discriminate on the basis of disability.

☐ Yes ☐ No

Comments:

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7. If the sub recipient operates an education program or activity, has the sub recipient taken the following actions:

- a. Adopted grievance procedures that provide for the prompt and equitable resolution of complaints alleging a violation of the DOJ regulations implementing Title IX of the Education Amendments of 1972, found at 28 C.F.R. Part 54, which prohibit discrimination on the basis of sex.

☐ Yes ☐ No

- b. Designated a person to coordinate compliance with the prohibitions against sex discrimination contained in 28 C.F.R. Part 54.

☐ Yes ☐ No

- c. Notified applicants for admission and employment, employees, students, parents, and others that the sub recipient does not discriminate on the basis of sex in its educational programs or activities.

☐ Yes ☐ No

Comments:

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8. Has the sub recipient complied with the requirement to submit to the OCR any findings of discrimination against the sub recipient issued by a federal or state agency or federal or state administrative agency on the grounds of race, color, religion, national origin, or sex?

☐ Yes ☐ No

Comments:

9. What steps has the sub recipient taken to provide meaningful access to its programs and activities to persons who have limited English proficiency (LEP)?

Comments, including an indication of whether the sub recipient has developed a written policy on providing language access services to LEP persons:

10. Does the sub recipient conduct any training for its employees on the requirements under federal civil rights laws?

☐ Yes ☐ No

Comments:

11. If the sub recipient conducts religious activities as part of its programs or services, does the sub recipient do the following?

a. Provide services to everyone regardless of religion or religious belief.

☐ Yes ☐ No

- b. Ensure that it does not use federal funds to conduct inherently religious activities, such as prayer, religious instruction, or proselytization, and that such activities are kept separate in time or place from federally-funded activities.

☐ Yes ☐ No

- c. Ensure that participation in religious activities is voluntary for beneficiaries of federally-funded programs.

☐ Yes ☐ No

Comments:

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EQUIPMENT INVENTORY REPORT

AUTHORITY: 2CFR 200.313; COMPLIANCE: Mandatory; records must be maintained by the subrecipient and be made available for monitoring or review purposes.

I. Grant Information				
1. Grant Award Name		2. Grant Award Year		3. Subrecipient Name

II. Grant Purchased Equipment				
Equipment Item 1				
4. Equipment Description		5. Equipment ID Number		6. Equipment Source
7. Title Holder				
8. Acquisition Date	9. Equipment Cost	10. Equipment Location		11. Equipment Use
12. Equipment Condition	13. Disposition	14. Disposal Sale Price	15. Disposal Date	16. Federal Participation
Equipment Item 2				
4. Equipment Description		5. Equipment ID Number		6. Equipment Source
7. Title Holder				
8. Acquisition Date	9. Equipment Cost	10. Equipment Location		11. Equipment Use
12. Equipment Condition	13. Disposition	14. Disposal Sale Price	15. Disposal Date	16. Federal Participation
Equipment Item 3				
4. Equipment Description		5. Equipment ID Number		6. Equipment Source
7. Title Holder				
8. Acquisition Date	9. Equipment Cost	10. Equipment Location		11. Equipment Use
12. Equipment Condition	13. Disposition	14. Disposal Sale Price	15. Disposal Date	16. Federal Participation
Equipment Item 4				
4. Equipment Description		5. Equipment ID Number		6. Equipment Source
7. Title Holder				
8. Acquisition Date	9. Equipment Cost	10. Equipment Location		11. Equipment Use
12. Equipment Condition	13. Disposition	14. Disposal Sale Price	15. Disposal Date	16. Federal Participation
Equipment Item 5				
4. Equipment Description		5. Equipment ID Number		6. Equipment Source
7. Title Holder				
8. Acquisition Date	9. Equipment Cost	10. Equipment Location		11. Equipment Use
12. Equipment Condition	13. Disposition	14. Disposal Sale Price	15. Disposal Date	16. Federal Participation
Equipment Item 6				

4. Equipment Description		5. Equipment ID Number		6. Equipment Source	7. Title Holder
8. Acquisition Date	9. Equipment Cost		10. Equipment Location		11. Equipment Use
12. Equipment Condition	13. Disposition	14. Disposal Sale Price		15. Disposal Date	16. Federal Participation

III. Signature and Certification	
I certify the information provided is accurate and all equipment has been physically inspected within the last two years in accordance with state and federal regulations.	
<hr/> 17. Signature of Authorized Agent	<hr/> Date

Equipment Inventory Report Instructions

Pursuant to Title 2 Code of Federal Regulations Part 200.313, each item of equipment must be accounted for if acquired in whole or in part with federal funds awarded through the Michigan State Police, Grants and Community Services Division. This information must be maintained by the subrecipient and be available for monitoring and review purposes. Please Note: All equipment with a cost of \$5,000 or more per unit is required to be physically inventoried at least once every two years by the subrecipient.

Note: See the DOJ Financial Guide, Section 3.7 Property Standards in Post Award Requirements for special conditions which apply to the ownership, use, and disposition of equipment acquired with Edward Byrne Memorial Justice Assistance Grant Program Funds.

1. Grant Award Name: Enter the grant award name as it appears on the grant agreement.
2. Grant Award Year: Enter the grant award year as it appears on the grant agreement.
3. Subrecipient's Name: Enter the subrecipient's name as it appears on the grant agreement.
4. Equipment Description: Give a brief description of the equipment (abbreviate, if necessary).
5. Equipment ID Number: Enter the serial number or other identification (ID) number. Subrecipient can enter his or her own inventory control number in this section as well. The objective is to assign a number that can be clearly traced from this form to the equipment item.
6. Equipment Source: Enter the name of the vendor from whom the equipment was purchased.
7. Title Holder: If the title is owned by the subrecipient, enter the subrecipient's name. If other than the subrecipient, list the owner of record.
8. Acquisition Date: Provide the month, date, and year the equipment was acquired.
9. Equipment Cost: Enter the invoice unit price of the equipment including the cost of modifications, attachments, accessories, or auxiliary apparatus necessary to make the equipment usable for the purpose for which it was acquired.

10. Equipment Location: If same address as subrecipient, indicate "same as subrecipient." If other than the subrecipient, identify the site where the equipment is located.
11. Equipment Use: Indicate the use for which the equipment was purchased.
12. Equipment Condition: Indicate whether the equipment is in "new," "excellent," "good," "fair," or "poor" condition.
13. Disposition: Enter the disposition of the property (i.e., damaged, lost, stolen, misplaced, sold, on loan) at the time of the last physical inventory or when knowledge of such is available.
14. Disposal Sale Price: If equipment has been sold, please enter the sale price.
15. Disposal Date: Please provide the month, date, and year of the disposal of equipment.
16. Federal Participation: Enter the percentage of federal funds used to purchase the equipment.
17. Signature of Authorized Agent: This form must be signed and dated by an authorized agent with first-hand knowledge of the facts presented. By signing this form, the authorized agent certifies: "the information provided is accurate and all equipment has been physically inspected within the last two years in accordance with federal program requirements, grant agreement, and applicable state and federal regulations."

This information must be maintained by the subrecipient and be available for monitoring and review purposes. Document transfer of property on Form ADM-404 Intra-agency Equipment Transfer and Change Notice.

Commissioner Reports

THE BENZIE COUNTY HUMAN RESOURCES COMMITTEE

September 9, 2020

The Benzie County Human Resource Committee met on Wednesday, September 9, 2020 in the Frank F. Walterhouse Board Room, 448 Court Place, Beulah, MI 49617.

Meeting was called to order by County Commissioner Rhonda Nye at 10:02 a.m.

Present: County Commissioner Rhonda Nye, County Commissioner Linda Farrell (phone),
County Commissioner Sherry Taylor

Staff Present: Maridee Cutler, Mitch Deisch

Approval of Agenda: Motioned by Farrell, seconded by Nye, to approve the agenda, with adding 6a. BOC progress updates. Roll call Ayes: Nye, Farrell, Taylor. Nays: None, Motion carried

Approval of Meeting Minutes from July 15, 2020: Motioned by Taylor, seconded by Nye, to approve the meeting minutes. Roll call Ayes: Nye, Farrell, and Taylor. Nays: None, Motion carried.

Public Input: None

BOC Progress Update – Discussion took place regarding Commissioner Jeannot's comment at the regular Board of Commissioners meeting regarding not knowing what the HR Committee does. Nye commented do we need to change anything? Cutler, stated that meeting minutes are included in the Board packet and updates are given by Commissioners Nye, Taylor, and Farrell in the Commissioner updates at Board meetings. No action needs to be taken.

Deputy County Administrator job description update – Discussion took place regarding the job description, discussed changes that need to be made, will present at next meeting.

Benzie County Organization Chart – Discussion took place regarding the Organization Chart, discussed minor changes to be made, will present at the next meeting.

Review of Staff Policy Manual:

Section 4: Social Security Numbers - Presented new information, blended sections from the Grand Traverse County, Benzie County and SHRM policies. Approved to add to policy manual as presented. Motioned by Nye, seconded by Farrel, to approve the policy as presented. Roll call Ayes: Nye, Farrell, and Taylor. Nays: None, Motion carried.

Section 5: Tobacco use policy – Presented new policy by Cohl, Stoker, and Toskey, along with memo. Approved to add to policy manual as presented. Motioned by Taylor, seconded by Nye, to approve the policy as presented. Roll call Ayes: Nye, Farrell, and Taylor. Nays: None, Motion carried.

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BENZIE COUNTY CLERK
BEULAH, MI 49617

Section 5.3 – Outside Employment – Commissioner Nye presented new language to be reviewed and discussed at next meeting.

Section 5.4 – Political Activity – Mitch getting update from Cohl, Stoker and Toskey.

Section 5.5 Nepotism and 5.6 Dating in the workplace to review at next meeting.

When we meet next we will review Section 5.3, 5.4 and 5.5, and start up again with Section 5.3 Outside employment.

Public Input - None

Next Meeting: October 14, 2020

Motion by Nye, seconded by Taylor, to adjourn 11:20 a.m. Roll Call Ayes: Nye, Taylor, and Farrell. Nays: None Motion carried

Maridee Cutler
Deputy Assistant Administrator

County Administrator Report



448 Court Place • Beulah, MI 49617

Memo To: Board of Commission
From: Mitch Deisch, Administrator *m Deisch*
Date: October 7, 2020
Subject: Admin Update 10/13/2020 BOC Meeting

1. **Medical Examiner Costs** – We appeared to have a much better year regarding overall Medical Examiner costs. As we know, much of this department's costs are directly related to autopsy's and related costs (toxicology and histology), which are variable year to year.

Recently we received a flyer/solicitation from Mid-Michigan Medical Examiner Group, which provides medical examiner services for Oceana, Mecosta, Newaygo, Lake, Montcalm, Clare, Wexford, Otsego, Crawford and Alpena counties. Out of curiosity I reached out to Administrators in these counties to see how their overall costs for ME services. Attached are the results of this inquiry.

County	Population	18/19 ME costs	19/20 ME costs
Benzie	17,500	\$88,746	\$65,360 (YTD)
Lake	11,539	\$46,586	\$54,245 (YTD)
Wexford	33,000	\$101,726	\$73,362 (YTD)
Crawford	14,000	\$66,665	\$38,000 (YTD)
Otsego	25,000	\$69,355	\$66,434 (YTD)

2. **Supreme Court Ruling & Executive Orders** – As of 10/2/2020 the State of Michigan was up to 192 Executive Orders. The most relevant recent EO 186 Declaration of an Emergency extended the emergency declaration until Tuesday October 27, 2020. On the same day, the Michigan State Supreme Court handed down a ruling, that Governor Whitmer cannot continue to extend Emergency Declaration without consent of the legislature. The Supreme Court ruling does not take effect for at least 21 days. Until this time the Emergency Orders remain. I have been in communication with Cohl Stoker & Toskey regarding this Supreme Court ruling. I have attached the e-mail from Matt Nordfjord that states that until more is known, the Executive Orders remain in effect. I have also copied additional information regarding this topic from the BLDHD, Prosecuting Attorney's office and our Courts. On Monday October 5, 2020, the Department of Health and Human Service issued an Emergency Order under MCL 333.2253 which stated the following for Region 6.
 - 25 people per 1,000 sf. BOC room is approximately 58' x 32' (not including hallway area) for approximately 1,856 sf, which allows for approximately 46 attendees in the BOC room.
 - Require that each person gathered wear a face covering.
 - Exemptions to face coverings include medically cannot tolerate a mask or giving a speech or talking during a BOC meeting.

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OCT 07 2020

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

- Cannot assume that someone entering without a face covering falls within the exceptions. Can accept a verbal representation from the individual that the person falls within an exception.

Cohl, Stoker & Toskey have provided update to the Executive Orders, Supreme Court ruling and the DHHS Emergency order, which is attached.

3. **Headlee Research Options** – Last week I received an opinion from Cohl Stoker & Toskey regarding the process for establishing a Tax Allocation Committee/Board and another option for addressing general fund millage, which is a special voted county millage. I will be discussing both options with the BOC at the 10/13/2020 COTW and Headlee Subcommittee #3 meeting scheduled for 10/15/2020. It will be my recommendation that the BOC directs CST to prepare a memorandum that contains the core information in the Attorney Opinion, which will not contain the attorney client privilege. This memo would be available for public distribution.
4. **Benzie County Broadband Summit** – The Benzie County Chamber of Commerce in conjunction with the Economic Development Committee has scheduled an electronic zoom Benzie County Broadband Summit scheduled for Monday October 12, 2020 starting at 7:00 pm.
5. **PA 660 / Assessor of Record** – Equalization Director Tom Longanbach and I have been discussing how to come into compliance with PA 660 of 2018, commonly referred to as the Property Assessing Reform. PA 660 has modified the audit review process and when a unit is not in substantial compliance, there are three options.
 1. The assessing district may hire a new Michigan Advanced Assessing Officer (MAAO) or Michigan Master Assessor Officer (MMAO).
 2. The State Tax Commission assumes jurisdiction over the assessment roll to bring the roll into substantial compliance, or
 3. The local unit may move directly to the Designated Assessor.

We will continue to work with the local unites of government (12 townships and 1 city) that are impacted by PA 660. One Assessing firm has already reached out to Benzie County about the Designated Assessor position. More follow.

6. **Ikens Easement Request Update**- On Monday September 28, 2020 I attended the Benzie County Parks and Recreation Commission (BCPRC) meeting and presented the Ikens easement request across the Railroad Point Natural Area. After considerable discussion, the BCPRC unanimously voted to recommend to the full BOC that they approve the Ikens easement request and that the \$2,000 easement agreement payment be placed in the BCPRC budget.

Based upon the BCPRC vote and previous BOC discussions, I requested that attorney Dick Figura to apply for the MDNR permanent easement application to review and approve the easement request over the MDNR conservation easement. Depending on how long the MDNR review and approval process takes, it most likely will not make the October 13, 2020 BOC meeting. If not, I will place the item on the next available BOC meeting agenda.

7. **State of Michigan Partners** – As you know Benzie County hosts both the Department of Health and Human Services and the State of Michigan DOC Probation Office in the Government Center. Both the Probation Office and DHHS have informed their employees that they will be working remotely until the first of the new year. Probation office employees are required to seek approval from their direct supervisor to be in the Government Center and specifically their offices. Currently they are conducting probation visits at client's homes and in the Government Center parking lot. How this will work as winter approaches, no one knows. As for DHHS, they also have minimal staffing in the building at any one time.
8. **Benzie Senior Resource Contract** – The 3-year Benzie Senior Resource Contract expired on September 30, 2020. BSR Executive Director Doug Durand and I would like to discuss with the BOC their wishes for renewing the service agreement and for how many years. The recently expired service agreement and Appendix A programs and services and Appendix B Retention Schedule are attached for your review.

S O M

FOR IMMEDIATE RELEASE

October 2, 2020

Contact: Press@Michigan.gov

**Statement from Governor Whitmer on Michigan Supreme Court Ruling on
Emergency Powers**

*Governor's Orders Remain In Effect for At Least 21 Days; Thereafter, Many Public
Health and Other Rules Will Continue Under Alternative Authorities*

"Since the beginning of this crisis, I have done everything in my power to protect our seniors, small businesses, and first responders from the worst public health emergency in over a century. Thanks to the hard work of millions of Michiganders who sacrificed and did the right thing, we have saved thousands of lives and laid the foundation for a strong economic recovery. But COVID-19 still poses a clear and present danger to the people of Michigan, our economy, and our way of life.

"This virus has now killed more Michiganders than World War I. It is a novel virus for which there is no cure, and which has infected the President of the United States, members of the United States Congress, and Legislators across our state. This virus continues to take the lives of Americans every single day, and without a cure or approved vaccine, that will continue for the foreseeable future.

"Today's Supreme Court ruling, handed down by a narrow majority of Republican justices, is deeply disappointing, and I vehemently disagree with the court's interpretation of the Michigan Constitution. Right now, every state and the federal government have some form of declared emergency. With this decision, Michigan will become the sole outlier at a time when the Upper Peninsula is experiencing rates of COVID infection not seen in our state since April.

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"It is important to note that this ruling does not take effect for at least 21 days, and until then, my emergency declaration and orders retain the force of law. Furthermore, after 21 days, many of the responsive measures I have put in place to control the spread of the virus will continue under alternative sources of authority that were not at issue in today's ruling.

"I know this is hard. We all want this crisis to be over, and we all want life to return to normal as soon as possible. But the only way we will get through this is by pulling together as Americans and working as one nation to defeat this virus. That means wearing a mask, washing your hands frequently, and maintaining six feet of physical distancing. Michiganders have grit, and there is no challenge we can't meet.

"I want the people of Michigan to know that no matter what happens, I will never stop fighting to keep you and your families safe from this deadly virus."

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IMPORTANT CLIENT UPDATE

EXECUTIVE ORDER STATUS

As you are likely aware, the Michigan Supreme Court issued an opinion last Friday (October 2, 2020) in which the majority of the Justices agreed that the Governor's Executive Orders issued after April 30, 2020 were invalid, as the law under which they were issued allowed an unconstitutional delegation of legislative authority to the Governor. The case presents a likely change in the near future, but as of now the Executive Orders appear to remain in effect.

The case reviewed involved a request (Certification) from the federal District Court from the Western District of Michigan, seeking clarification as to the appropriate interpretation of Michigan law, so the federal District Court could address the issue in a federal case challenging the Governor's Executive Orders in the context of the impact the Executive Orders had on limiting and regulating certain medical procedures by health care professionals. The Certification Opinion was therefore not a direct order as to a case before the Michigan Supreme Court, but rather provided instruction to the federal District Court on the law that the federal Judge would then need to apply in that federal lawsuit. Moreover, there are a number of cases pending action before the Michigan Supreme Court on these same and related issues, and this interpretation of the law in the Certification Opinion therefore will also control those pending decisions, which will likely be forthcoming in the very near future. However, the actual changes will likely be determined by these State cases even if the federal Judge issues an order in that particular federal lawsuit based on the guidance provided by the Supreme Court in the Certification Order.

The Governor has asserted that this new decision should not take effect for 21 days, which is the normal practice for the effective date of Supreme Court decisions, unless the Supreme Court directs the Certification Opinion to have immediate effect. This would then generally allow time for a request for a motion to reconsider the Supreme Court's decision. (MCR 7.315) However, it is not clear that there would be such a separate "order" from the Supreme Court in this type of legal "Certification" interpretation opinion, as the actual litigation is in federal District Court. The Michigan Court Rules [MCR 7.308(A)(5)] do provide that such a "certified" decision may be rendered by the Supreme Court "...in the ordinary form of an opinion to be published with other opinions of the Court." Although the Governor's Attorneys filed a motion on October 5, 2020, seeking clarification that the Supreme Court's Certification Opinion will not take effect until after the 21-day period has lapsed, it appears that as of now the Governor's Executive Orders remain in effect.

Before an order is entered to implement or clarify this issue, a number of other factors may also impact the outcome, including:

1) The Governor's Administration may issue additional Health Department Orders under the Public Health Code, and other agency orders, that may cover many of the same restrictions covered by the current Executive Orders in question. Many of the current health related Executive Orders were previously also adopted by reference as Michigan Department of Health and Human Services (MDHHS) Director's Orders. On October 5, 2020, the Director of the Michigan Department of Health and Human Services adopted an Emergency Order under the Michigan Public Health Code (MCL 333.2253) that adopted many of the Executive Orders on "gatherings," "face coverings," "food service establishments," and "organized sports." (Copy attached.) The MDHHS Director's Order indicates it is to be effective through October 30, 2020 (being the date the Governor is requesting in her Motion to the Supreme Court). It is possible that there may also subsequently be additional executive branch Health Emergency Orders that clarify, extend and/or expand upon the current MDHHS Director's Order, as well as policies, directives and administrative orders from other State Departments on issues that relate to matters covered under the current Executive Orders.

2) Pending legislation on some of these issues may be enacted into law [e.g., the proposed changes to the Open Meetings Act (OMA) on holding remote meetings. [Senate Bill 1108 (2020), House Bill 6207 (2020)]]

3) The Legislature and the Governor may agree to revise Executive Orders on issues covered under the current Executive Orders.

4) The Supreme Court may give some guidance as to the effective impact of the ruling on existing Executive Orders (retroactive, prospective, or a mixture as to the effect).

One area raised by many clients has been the status of "remote" meetings with the new Michigan Supreme Court Certification Opinion. It is important to initially clarify that the OMA previously allowed remote meetings, provided that a quorum was present at the meeting site, and all the members and public could hear and address the public body during the proceedings. The Executive Orders modified this by allowing all members to attend via remote access, and limited, in most cases, physical attendance of the public to not more than 10 persons. If the public and public body members can communicate during a meeting, remote access remains an option. The use of "hybrid" meetings during which some members attend by remote access, and public access of more than 10 persons can be accommodated by remote access, should still be viable. If a quorum of the public body is not present, a fully remote meeting remains valid for now; however, if there is no legislative adjustment to the OMA, that will only remain a short-term option. Moreover, as the effective date of the Court's decision is uncertain, when the public body next meets with a quorum physically present, it would be prudent and it is our recommendation to "re-enact," confirm, and ratify all actions taken by the public body that occurred at any prior meeting in which a quorum a public body's members was not physically present, (e.g. from April 30, 2020, to present.)

It is also noted that this new Supreme Court Certification Opinion was not a straight 4-3 decision, but there are 4 differing opinions, and that also may have an impact when the State cases are reviewed. Moreover, the authors of the concurred in majority and dissenting opinions will both have their current terms in office expire this December, with dissenting Chief Justice McCormack seeking re-election this November, and the majority opinion writer, Justice

Markman, retiring from the Court. Thus, there will be 1 or more new Justices on the Supreme Court who may review these issues in early 2021.

We will provide more guidance as the changes become more settled. In the meantime, the Executive Orders remain in effect, and each local governmental unit should in the abundance of caution prepare a list of motions, resolutions, etc., which were acted on without a quorum being present after April 30, 2020, for ratification/re-enactment and be prepared to consider options for subsequent developments.

Should you have questions, please do not hesitate to contact our Office.

Cohl, Stoker & Toskey, P.C.
601 N. Capitol Ave.
Lansing, MI 48933
(517) 372-9000

October 6, 2020

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Mitch Deisch

From: Matt Nordfjord <mnordi@cstmlaw.com>
Sent: Monday, October 5, 2020 8:38 AM
To: Mitch Deisch
Cc: Bob Roelofs; Evan Warsecke; Art Jeannot; Rhonda Nye; Sherry Taylor; Linda Farrell; garysauer53@yahoo.com; Maridee Cutler; Susan Boyd
Subject: Re: Special Alert: Michigan Supreme Court says 1945 emergency powers law 'unconsitutional'

Administrator Deisch -

The case presents a very likely change in the near future, but as of now the executive orders remain in effect. Moreover, the changes will likely need to be through the State cases even if the federal case Judge issues an order in that case based on the new Supreme Court decision. Before that actually occurs it may be anticipated that: 1) the Governor's administration may issue health department orders and other agency orders that may cover many of the same restrictions; 2) some of the pending legislation on some of these issues may be enacted (e.g., the proposed changes to the OMA on remote meetings); 3) the legislature and the Governor may seek to agree to revised executive orders; and 4) the Supreme Court may give some guidance as to the effective impact on the ruling on existing executive orders (retroactive, prospective, a mixture as to the changes effect). It is also noted that this is not a straight 4-3 decision, but there are actually four differing opinions that also may have an impact when the State cases are reviewed.

We will provide more guidance as the changes become more settled. In the meantime, the orders remain in effect, and the County should be prepared to consider options for subsequent developments. (For county/district health departments, this could include adopting appropriate local health department orders under the Health Code).

Matt Nordfjord, Shareholder
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On Oct 3, 2020, at 3:18 PM, Mitch Deisch <MDeisch@benzieco.net> wrote:

CST

Good Afternoon Matt,

As corporate counsel for MAC, I assume that you are currently working on an opinion or statement on how the Supreme Court ruling will impact our operations at Benzie County.

Looking forward to discussing early next week. Thank you for all of your efforts.

Mitchell D. Deisch
Benzie County Administrator
448 Court Place
Beulah, MI 49617
231-882-0558

From: Michigan Association of Counties <melot@micounties.org>
Sent: Friday, October 2, 2020 5:58 PM
To: Mitch Deisch <MDeisch@benzieco.net>
Subject: Special Alert: Michigan Supreme Court says 1945 emergency powers law 'unconsitutional'

Special Alert

<image006.jpg>

Michigan Supreme Court rules 1945 law governor has used for Executive Orders is 'unconstitutional'

The Michigan Supreme Court ruled late today that Gov. Gretchen Whitmer lacked "the authority to declare a 'state of emergency' or a 'state of disaster' under the 1976 Emergency Management Act after April 30 and that the 1945 Emergency Powers of Governor Act is in violation of the Constitution because it "purports to delegate to the executive branch the legislative powers of state government."

Mere hours before the ruling, Gov. Gretchen Whitmer had ordered tighter restrictions on public activity in the Upper Peninsula under the Safe Start Plan, which rests on Executive Orders issued by her.

Whitmer said the U.P. has "the most concerning numbers in the state" after numbers started "sharply increasing" after mid-September, and said the region has 283 absolute cases per million and a 5.1 percent positivity rate for COVID-19 cases.

MAC has legal counsel reviewing the ruling and will be advising over the course of the weekend and next week about legal implications for county operations and board meetings.

Mitch Deisch

From: Michigan Association of Counties <melot@micounties.org>
Sent: Monday, October 5, 2020 11:05 AM
To: Mitch Deisch
Subject: Special Alert: Legal analysis says governor's EOs still in effect, but counties should prepare local responses

Special Alert



Analysis: Governor's Executive Orders in effect for now; counties advised to prepare local responses

In the wake of Friday afternoon's Michigan Supreme Court ruling, counties are understandably eager for clarity on the legal/regulatory situation regarding COVID-19. MAC has consulted with legal counsel on these points. Below is where we think the situation stands.

Are the governor's Executive Orders now invalid?

As of now, the Executive Orders remain in effect.

Can we hold a remote session of our board?

Yes, as the Executive Order allowing them remains in effect.

What comes next legally and procedurally?

Legal changes will likely need to be through the state cases, even if the judge in the federal case against the EOs issues an order in that case based on the new Michigan Supreme Court decision. Before that occurs, it may be anticipated that:

1. The Whitmer administration may issue orders from the Health and Human Services Department and other agencies that may cover many of the same restrictions.
2. Some of the pending legislation on some of these issues may be enacted (e.g., the proposed changes to the Open Meetings Act on remote meetings).
3. The Legislature and the governor may seek to agree to revised Executive Orders.
4. The Michigan Supreme Court may give some guidance as to the effective impact on the ruling on existing Executive Orders (retroactive, prospective, a mixture as to the changes' effect). It is also noted that this is not a straight 4-3 decision; there are actually four differing opinions that also may have an impact on when the state cases are reviewed.

What should counties be doing right now in response?

Counties should be prepared to consider options for subsequent developments. For county/district health departments, this could include adopting appropriate local health department orders under the Health Code. Much remains unclear/unresolved, such as impacts on previous remote meetings and decisions taken in them. MAC will be looking to answer those questions as soon as possible.

Our goal at MAC right now is to be a clearinghouse of best practices and tips for counties to use as we navigate the changed terrain. Some counties already have taken action at the local level:

MAC

- Ingham County: Ingham County Health Officer Linda S. Vail issued four new emergency orders on Oct. 4 to "keep several COVID-19 protections in place."
- Oakland County: Oakland County Health Officer Leigh-Anne Stafford issued one emergency health order on Oct. 3 that requires residents to wear face masks or coverings at any location apart from their home.

We expect that list to grow and will be monitoring and sharing results with you.

To expedite this, we ask you to:

1. Please remember in the weeks ahead to send us any resolutions your county board passes or health orders your health department adopts regarding COVID-19 response to melot@micounties.org.
2. **Participate today in a brief (2-minute) survey on your immediate local health order situation.**

Thank you for your assistance in these uncertain times.



Michigan Association of Counties | 110 W. Michigan Ave., Suite 200, Lansing, MI 48933

[Unsubscribe mdeisch@benzieco.net](mailto:mdeisch@benzieco.net)

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Mitch Deisch

From: Sara Swanson
Sent: Monday, October 5, 2020 9:17 AM
To: Mitch Deisch
Cc: Ted Schendel; Gregory Hubers; Jennifer Tang-Anderson
Subject: RE: Special Alert: Michigan Supreme Court says 1945 emergency powers law 'unconstitutional'

Hi Mitch,

Just a heads up, in case anyone asks, we will not be enforcing any of the executive orders at this time.

Although, I agree with Matt that the executive orders are still technically in effect at the moment, we will not enforce laws that have been ruled unconstitutional. This is in line with the statement issued by our Attorney General.

Thanks,
Sara

Sara M. Swanson
Benzie County
Prosecuting Attorney
(231) 882-0043

From: Mitch Deisch <MDeisch@benzieco.net>
Sent: Monday, October 5, 2020 9:02 AM
To: Matt Nordfjord <mnordi@cstmlaw.com>
Cc: Bob Roelofs <BRoelofs@benzieco.net>; Evan Warsecke <ewarsecke@benzieco.net>; Art Jeannot <AJeannot@benzieco.net>; Rhonda Nye <rnye@benzieco.net>; Sherry Taylor <s.taylor@benzieco.net>; Linda Farrell <lfarrell@benzieco.net>; garysauer53@yahoo.com; Maridee Cutler <MCutler@benzieco.net>; Susan Boyd <sboyd@benzieco.net>; Dawn Olney <DOlney@benzieco.net>; Sara Swanson <sswanson@benzieco.net>; Ted Schendel <TSchendel@benzieco.net>; Gregory Hubers <ghubers@benzieco.net>; Michelle Thompson <MThompson@benzieco.net>; Amy Bissell <ABissell@benzieco.net>; Lisa Peacock <LPeacock@bldhd.org>; Michelle Klein <MKlein@bldhd.org>
Subject: RE: Special Alert: Michigan Supreme Court says 1945 emergency powers law 'unconstitutional'

Matt,

Thank you for the update.

Mitchell D. Deisch
Benzie County Administrator
448 Court Place
Beulah, MI 49617
231-882-0558

From: Matt Nordfjord <mnordi@cstmlaw.com>
Sent: Monday, October 5, 2020 8:38 AM
To: Mitch Deisch <MDeisch@benzieco.net>

DHHS



STATE OF MICHIGAN

GRETCHEN WHITMER
GOVERNOR

DEPARTMENT OF HEALTH AND HUMAN SERVICES
LANSING

ROBERT GORDON
DIRECTOR

Emergency Order Under MCL 333.2253 – Gathering Prohibition and Mask Order

The novel coronavirus (COVID-19) is a respiratory disease that can result in serious illness or death. It is caused by a new strain of coronavirus not previously identified in humans and easily spread from person to person. There is currently no approved vaccine for this disease. On March 10, 2020, the Michigan Department of Health and Human Services ("MDHHS") identified the first two presumptive-positive cases of COVID-19 in Michigan. Throughout the pandemic, Michigan has used a range of public health tools and guidance to contain the spread of COVID-19 and protect the public health, including via the Governor's authority under the Emergency Management Act and the Emergency Powers of Governor Act. On Friday, October 2, 2020, the Michigan Supreme Court concluded that the Governor was not authorized by law to issue executive orders addressing COVID-19 after April 30, 2020, invalidating the executive orders on that topic.

Michigan was one of the states most heavily impacted by COVID-19 early in the pandemic, with new cases peaking at nearly 2,000 per day in late March. Strict preventative measures and the cooperation of Michiganders drove those numbers down dramatically, greatly reducing the loss of life. Although fewer than 100 new cases per day were reported in mid-June, cases have increased since that time, and recently nearly 1,000 new cases have been reported per day. To protect vulnerable individuals, ensure the health care system can provide care for all health issues, and keep schools open as we head into the influenza season, we must not permit the spread of COVID-19 to increase. This necessitates continued use of mitigation techniques to restrict gatherings and require procedures in order to reduce the spread of the virus. In the absence of the Governor's emergency orders, it is necessary to issue orders under the Public Health Code addressing these topics.

Michigan law imposes on MDHHS a duty to continually and diligently endeavor to "prevent disease, prolong life, and promote public health," and gives the Department "general supervision of the interests of health and life of people of this state." MCL 333.2221. In recognition of the severe, widespread harm caused by epidemics, MDHHS has special powers, dating back a century, to address threats to the public health like that posed by COVID-19. MCL 333.2253 ("If the director determines that control of an epidemic is necessary to protect the public health, the director by emergency order may prohibit the gathering of people for any purpose and may establish procedures to be followed during the epidemic to insure continuation of essential public health services and enforcement of health laws. Emergency procedures shall not be limited to this code."). See also *In re Certified Questions* (opinion of Viviano, J., concurring, at 20) ("the 1919 law passed in the wake of the influenza epidemic and Governor Sleeper's actions is still the law, albeit in slightly modified form"); see also McCormack, C.J., dissenting, at 12.

Considering the above, and upon the advice of scientific and medical experts employed by MDHHS, I have concluded pursuant to MCL 333.2253 that the COVID-19 pandemic continues to constitute an epidemic in Michigan. I further conclude that control of the epidemic is necessary to protect the public health and that it is necessary to establish procedures to be followed during the epidemic to ensure the continuation of essential public health services and enforcement of health laws. As provided in MCL 333.2253, these emergency procedures are not limited to the Public Health Code.

I therefore order that:

1. Attendance limitations at gatherings.

- (a) "Gathering" means any occurrence where persons from multiple households are present in a shared space in a group of two or more.
- (b) The restrictions imposed by this section do not apply to the incidental gathering of persons in a shared space, including an airport, bus station, factory floor, restaurant, shopping mall, public pool, or workplace.
- (c) Gatherings are permitted only as follows:
 - (1) Indoor gatherings of up to 10 persons occurring at a residence are permitted (face coverings are strongly recommended for such gatherings);
 - (2) Indoor gatherings of up to 10 persons occurring at a non-residential venue are permitted provided each person at the gathering wears a face covering;
 - (3) Indoor gatherings of more than 10 and up to 500 people occurring at a non-residential venue are permitted only to the extent that the organizers and venue:
 - (A) In venues with fixed seating, limit attendance to 20% of seating capacity of the venue, provided however that gatherings at up to 25% of seating capacity are permitted in Region 6, as that region was defined in Executive Order 2020-176;
 - (B) In venues without fixed seating, limit attendance to 20 persons per 1,000 square feet in each occupied room, provided however that gatherings of up to 25 persons per 1,000 square feet in each occupied room are permitted in Region 6, as that region was defined in Executive Order 2020-176;
 - (C) Require that each person gathered wears a face covering.
 - (4) Outdoor gatherings of up to 100 persons occurring at a residence are permitted (face coverings are recommended for such gatherings);
 - (5) Outdoor gatherings of up to 100 persons occurring at a non-residential venue are permitted provided that each person at the gathering wears a face covering;
 - (6) Outdoor gatherings of more than 100 and up to 1,000 persons occurring at a non-residential venue with fixed seating are permitted only to the extent that the organizers and venue:
 - (A) In venues with fixed seating, limit attendance to 30% of seating capacity;
 - (B) In venues without fixed seating, limit attendance to 30 persons per 1,000 square feet, including within any distinct area within the event space;
 - (C) Require that each person gathered wear a face covering.
- (d) Gatherings are permitted for the following purposes notwithstanding the requirements of subsection (1)(c):
 - (1) Voting or election-related activities at polling places;
 - (2) Training of law enforcement, correctional, medical, or first responder personnel, insofar as those activities cannot be conducted remotely;

(3) Gatherings for the purpose of engaging in organized sports held in accordance with section 5 of this order.

(4) Students in a classroom setting or children in a daycare setting.

(e) Organizers and venues hosting gatherings permitted under subsection (c) of this section must ensure that persons not part of the same household maintain six feet of distance from one another, including by designing the gathering to encourage and maintain social distancing.

2. Face covering requirement at gatherings.

(a) Except for schools in Region 6, as that term was defined in Executive Order 2020-176, businesses, government offices, schools, and other operations must not allow indoor gatherings of any kind unless they require individuals to wear a face covering consistent with section 3 of this order. For schools in Region 6, the wearing of face coverings is recommended.

(b) A business, school, government office, or other operation may not assume that someone who enters the business without a face covering falls in one of the exceptions specified in section 3 of this order, including the exception for individuals who cannot medically tolerate a face covering. A business, school, government office, or other operation may, however, accept an individual's verbal representation that they are not wearing a face covering because they fall within a specified exception.

3. Exceptions to face covering requirements. Although a face covering is strongly encouraged even for individuals not required to wear one, the requirement to wear a face covering does not apply to individuals who:

(a) Are younger than five years old (and, per guidance from the Centers for Disease Control and Prevention ("CDC"), children under the age of two should not wear a mask);

(b) Cannot medically tolerate a face covering;

(c) Are eating or drinking while seated at a food service establishment;

(d) Are exercising outdoors and able to consistently maintain six feet of social distance;

(e) Are swimming;

(f) Are receiving a service for which temporary removal of the face covering is necessary;

(g) Are entering a business or are receiving a service and are asked to temporarily remove a face covering for identification purposes;

(h) Are communicating with someone who is deaf, deafblind, or hard of hearing and where the ability to see the mouth is essential to communication;

(i) Are actively engaged in a public safety role, including but not limited to law enforcement, firefighters, or emergency medical personnel, and where wearing a mask would seriously interfere in the performance of their public safety responsibilities;

(j) Are at a polling place for purposes of voting in an election;

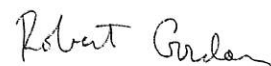
(k) Are officiating or engaging in a religious service;

- (l) Are giving a speech for broadcast or to an audience, provided that the audience is at least six feet away from the speaker;
4. **Food service establishments.** Food service establishments, as defined in section 1107(t) of the Michigan Food Law, 2000 PA 92, as amended, MCL 289.1107(t), must:
 - (a) Close indoor common areas in which people can congregate, dance, or otherwise mingle.
 - (b) Prohibit indoor gatherings anywhere alcoholic beverages are sold for consumption onsite, except for where parties are seated and separated from one another by at least six feet, and do not intermingle.
5. **Organized sports.** For purposes of this order, gatherings for the purpose of organized sports are permitted in accordance with this section. "Organized sports" means competitive athletic activity requiring skill or physical prowess and organized by an institution or by an association that sets and enforces rules to ensure the physical health and safety of all participants ("sports organizer" or "sports organizers"). Organizers and venues of organized sports must ensure that:
 - (a) Athletes wear a face covering (except when swimming) or consistently maintain six feet of social distance (except for occasional and fleeting moments) when training for, practicing for, or competing in an organized sport. For example, an athlete participating in a football, soccer, or volleyball game would not be able to consistently maintain six feet of distance, and therefore would need to wear a face covering. Sports organizers shall ensure that athletes comply with this section for each organized sporting event. Notwithstanding section 3(b) of this order, athletes training for, practicing for, or competing in an organized sport wear a face covering.
 - (b) Sports organizers should follow the guidance issued by this Department regarding whether and how a sport can be played safely.
 - (c) For organized sports competitions, sports organizers must ensure either that the live audience is limited to the guests of the athletes, with each athlete designating up to two guests, or that the event complies with gathering requirements of section 1(c) in this order.
 - (d) For indoor organized sports, sports organizers must ensure that no concessions are sold at the venue.
 - (e) Notwithstanding any other provision of this order, professional sports leagues and teams, including professional athletes engaged in individual sports, may engage in professional sports operations, provided that:
 - (1) The activities are conducted pursuant to a COVID-19 safety plan that is consistent with any guidance from the CDC and this Department; and
 - (2) Participants maintain six feet of distance from one another to the extent compatible with the sporting activity.
6. **Implementation.**
 - (a) Nothing in this order should be taken to modify, limit, or abridge protections provided by state or federal law for a person with a disability.
 - (b) Pursuant to MCL 333.2235(1), local health departments are authorized to carry out and enforce the terms of this order.

- (c) Law enforcement officers, as defined in the Michigan Commission on Law Enforcement Standards Act, 1965 Public Act 203, MCL 28.602(f), are deemed to be "department representatives" for purposes of enforcing this order, and are specifically authorized to investigate potential violations of this order. They may coordinate as necessary with the appropriate regulatory entity and enforce this order within their jurisdiction.
- (d) Neither a place of religious worship nor its owner is subject to penalty under this order for allowing religious worship at such place. No individual is subject to penalty under of this order for engaging in religious worship at a place of religious worship.
- (e) Consistent with MCL 333.2261, violation of this order is a misdemeanor punishable by imprisonment for not more than 6 months, or a fine of not more than \$200.00, or both.
- (f) The July 29, 2020 order regarding Executive Orders 2020-153, 2020-160, and 2020-161 is rescinded.
- (g) Any references to the April 1, 2020, order entitled "Emergency Order Pursuant to MCL 333.2253 Regarding Executive Orders 2020-11, 2020-20, and 2020-21" now refer to this order. Consequently, violations of this order are punishable by a *civil* fine of up to \$1,000, consistent with the amended schedule of fines, issued on May 27, 2020.
- (h) If any provision of this order is found invalid by a court of competent jurisdiction, whether in whole or in part, such decision will not affect the validity of the remaining part of this order.

This order is effective immediately, and remains in effect through October 30, 2020. Persons with suggestions and concerns are invited to submit their comments via email to COVID19@michigan.gov.

Date: October 5, 2020



Robert Gordon, Director

Michigan Department of Health and Human Services

Summary of MDHHS Order 10/5/20

Attendance limitations at gatherings:

Gathering:

- any occurrence where persons from multiple households are present in a shared space
- in a group of 2 or more
- Restrictions *do not apply* to incidental gatherings :in airport, bus station factory floor, workplace etc.

Gatherings permitted only as follows:

Indoor

- Gatherings at *residence*:
 - Up to 10 persons
 - Face coverings strongly recommended
- Gatherings at *non-residential venue*:
 - Up to 10 persons
 - Face coverings required
- Gatherings at *non-residential venue*:
 - More than 10 but up to 500 permitted only to extent organizers and venue:
 - *Fixed seating*: venues limit attendance to 20% of seating capacity; 25% in Region 6. (Retains regions defined by EO 2020-176).
 - *Without fixed seating*: venues limit attendance to 20 persons per 1,000 square feet in each occupied room; 25 in Region 6.
 - Require each person wear a face covering.

Outdoor

- Gatherings at a *residence*:
 - Up to 100 persons
 - Each person wears a face covering
- Gatherings at *non-residential venues*:
 - Up to 100 persons, must wear a face covering
 - More than 100 and up to 1,000 persons permitted only to extent organizers and venue:
 - *Fixed seating*: limit attendance to 30% of seating capacity
 - *Without fixed seating*: limit attendance to 30 persons per 1,000 square feet, including within any distinct area within the space
 - Require each person wear a face covering.

Exceptions for gatherings:

- Voting or election-related activities at polling places
- Training for: law enforcement, correctional, medical or first responders that cannot be conducted remotely.
- Organized sports held in compliance with the order
- Students in classroom or daycare setting.

Face covering requirement at gatherings

- Businesses, government offices, schools, and other operations
- Must not allow indoor gatherings of any kind unless individuals are required to wear a face covering.

- Does not apply to schools in Region 6- face coverings recommended, not required
- Cannot assume that someone entering without a face covering falls within an exception.
 - Can accept a verbal representation from the individual that the person falls within an exception.

Exceptions for face coverings:

- Under 5
- Cannot medically tolerate
- Eating or drinking while seated at food service establishment
- Exercising outdoors and can maintain 6 feet of distance
- Swimming
- Receiving a service for which temporary removal of face covering is necessary
- Entering a business or receiving a service and are asked to temporarily remove the face covering
- Communicating with someone who is deaf, deafblind, or hard of hearing where ability to see mouth is essential for communication
- Actively engaged in public safety role including but not limited to, law enforcement, firefighters, emergency medical personnel AND wearing mask would seriously interfere in performance of public safety responsibilities.
- Are at a polling place for purposes of voting in an election
- Officiating or engaging in a religious service
- Giving a speech for broadcast or to an audience, *if* audience is at least six feet away from speaker.

Food service establishments:

Must:

- Close indoor common areas where people can congregate, dance or mingle.
- Prohibit indoor gatherings anywhere alcoholic beverages are sold for consumption onsite *except* where parties are seated and separated from one another by six feet and do not intermingle.

Organized sports

- Retains definition from executive orders (competitive athletic activity requiring skill or physical prowess and organized by an institution or an association that sets and enforces rules).
- Organizers and venues must ensure:
 - Athletes wear face covering or consistently maintain 6 feet distance (except for occasional fleeting moments) when training, practicing or competing.
 - Football, volleyball and soccer games need to wear face coverings
 - Organizers ensure athletes comply.
 - Organizers follow DHHS guidance on safely playing sports
 - No concessions
 - Live audiences limited to:
 - Two guests per athlete or
 - Event complies with applicable gathering requirements

- Professional sports must:
 - Make sure activities conduct pursuant to COVID-19 safety plan consistent with CDC and MDHHS guidance
 - Participants maintain 6 feet distance to extent compatible with the sport.

Implementation

- Nothing in order abridges protections of state and local law for person with disability.
- Under MCL 333.2235(1) local health departments are authorized to carry out and enforce the terms of the order.
- Law enforcement officers are deemed to be department representatives for purposes of enforcing the order.
 - Can specifically investigate potential violations
 - Coordinate was necessary with the appropriate regulatory entity and enforce the order within their jurisdiction.
- Places of religious worship, owners of such places are not subject to penalty for allowing religious worship; individuals not subject to penalty for engaging in religious worship at a place of religious worship
- Violation of order is misdemeanor, MCL 333.2261, 6 months and/or \$200.
- July 29, 2020 order rescinded.
- Violations punishable by a civil find of up to \$1,000.

Mitch Deisch

From: David Thompson <dathompson@manisteecountymi.gov>
Sent: Monday, October 5, 2020 9:28 AM
To: Mitch Deisch; Lisa Sagala; Karen Feliczak; Hon. Thomas Brunner; Kim Nowak; Walter Armstrong; Clayton Kelley; Cameron Clark; Connie Krusniak
Subject: FW: Continued Adherence to Michigan Supreme Court's Administrative Orders

Please review

From: Sherri Swan <SwanS@courts.mi.gov> **On Behalf Of** Bruce Kilmer
Sent: Monday, October 5, 2020 9:24 AM
To: Bruce Kilmer <KilmerB@courts.mi.gov>
Subject: Continued Adherence to Michigan Supreme Court's Administrative Orders

[WARNING: External Message]

Region III Judge, Court Administrators and Probate Registers:

The Michigan Supreme Court's Administrative orders issued to protect the public during the pandemic were issued pursuant to the Michigan Constitution, Article VI, Section 4 and are still effective. To that end, courts are required to continue adhering to guidance regarding face coverings, remote hearings and court capacity.

Please let me know if you have any questions.



J. Bruce Kilmer, J.D.
Regional Administrator

Michigan Supreme Court, State Court Administrative Office
Region III, PO Box 750, Mt. Pleasant, MI 48804-0750
kilmerb@courts.mi.gov Ph. 989-772-5934, Fax 989-773-0457

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courts.mi.gov/COVID19

Follow MSC on:



BLD HD

FOR IMMEDIATE RELEASE
October 5, 2020

MEDIA CONTACTS



Rachel Pomeroy, Public Information Officer
Benzie-Leelanau District Health Department
231-882-6085 or rpomeroy@bldhd.org



Jane Sundmacher, Alternate Public Information Officer
Health Department of Northwest Michigan
231-838-0358 or jane.sundmacher@nwhealth.org

**Local Health Departments Respond to Michigan Supreme Court Ruling
on Governor's Emergency Powers**

In response to the Michigan Supreme Court ruling on October 2, 2020, that Governor Gretchen Whitmer exceeded her powers during the coronavirus pandemic, Lisa Peacock, Health Officer for Benzie-Leelanau District Health Department and the Health Department of Northwest Michigan, issued the following statement:

At this point, our understanding is that the Governor's Executive Orders are in effect for 21 days from the Supreme Court Ruling although we know that she has requested clarification of this timeframe. The Governor has also stated that many of her orders may be re-issued under other authorities. The Michigan Department of Health and Human Services (MDHHS) also has several Epidemic Orders in place which are not affected by the ruling. There are also multiple guidance plans and documents in place that serve to continue to guide us including the Return to School Roadmap and the MISafeStart Plan, as well as the comprehensive reopening plans developed by multiple sectors of business. MDHHS has advised that they are working on their next steps which will take a little time. We believe the best scenario is to assess what future rules or orders may be issued statewide before we determine if any local orders will be necessary.

From a public health perspective, the safety precautions that are in place and all of the work we have done together have kept Northern Lower Michigan in Phase 5 and so far we have been able to manage transmission. The reasons to continue masking, limiting gathering sizes, social distancing and screening of employees stretch far beyond Executive Orders. We want to remind everyone not to give up and to continue to work together to keep each other safe. We encourage all sectors of business to continue to follow the reopening plans you have developed.

We stand behind the important mitigation measures and safety precautions that are currently in place. They are working to reduce transmission of COVID-19. We have worked hard to get this far together and we encourage everyone to stay the course and continue to protect themselves and each other. We will continue to focus our public health efforts on testing, investigation, and contact tracing as well as promoting compliance with safety precautions and will share additional information as it becomes available.

BLDHD

Mitch Deisch

From: Lisa Peacock <L.Peacock@nwhealth.org>
Sent: Monday, October 5, 2020 11:47 AM
To: Mitch Deisch; Rachel Frisch; Kevin Shepard; Peter Garwood; Michael Reaves; Chet Janik
Cc: mklein@bldhd.org; Matt Nordfjord; Josh Meyerson
Subject: RE: Whitmer - Statement from Governor Whitmer on Michigan Supreme Court Ruling on Emergency Powers

Hi everyone,

Thank you Mitch for sharing. At this point, we understand that the EO's are in effect for 21 days from the Supreme Court Ruling and the Governor has stated that many of them may be re-issued under other authorities. MDHHS also have several Epidemic Orders in place which are not affected by the ruling. There are also multiple guidance plans and documents in place that serve to continue to guide us including the Return to School Roadmap and the MISafeStart Plan, as well as the comprehensive reopening plans developed by multiple sectors of business. MDHHS has advised us that they are working on their next steps which will take a little time. We believe the best scenario is to assess what future rules or orders may be issued statewide before we determine if any local orders will be necessary. We have learned that the National Guard testing planned for October is not affected by the ruling and is still a go as planned. We have also learned that while the Executive Orders are still in place, we are still allowed to hold remote public meetings.

From a public health perspective, the safety precautions that are in place and all of the work we have done together have kept northern lower Michigan in Phase 5 and so far we have been able to manage transmission. The reasons to continue masking, limiting gathering sizes, social distancing and screening of employees stretch far beyond Executive Orders. This is a great opportunity to remind everyone not to give up and to continue to work together to keep each other safe. We encourage all of you to continue to follow the reopening plans you have developed. We are working on a press release that will go out today to this effect and I will certainly keep you posted as we learn more! Thank you! Lisa

-----Original Message-----

From: Mitch Deisch <MDeisch@benzieco.net>
Sent: Monday, October 5, 2020 11:21 AM
To: Lisa Peacock <L.Peacock@nwhealth.org>; Rachel Frisch <rfrisch@otsegocountymi.gov>; Kevin Shepard <shepardk@charlevoixcounty.org>; Peter Garwood <garwoodp@antrimcounty.org>; Michael Reaves <mreaves@emmetcounty.org>; Chet Janik <cjanik@co.leelanau.mi.us>
Cc: mklein@bldhd.org; Matt Nordfjord <mnordi@cstmlaw.com>
Subject: RE: Whitmer - Statement from Governor Whitmer on Michigan Supreme Court Ruling on Emergency Powers

Good Morning Lisa,

Attached is a special alert counties received today through MAC. With the understanding that all Executive Orders are in place for 21 days from the Supreme Court ruling, I am curious if the BLDHD is in the process of issuing any new health orders, that will impact how we operate our Government Centers?

Thank you in advance.

Mitchell D. Deisch
Benzie County Administrator
448 Court Place
Beulah, MI 49617
231-882-0558

BLDHD

-----Original Message-----

From: Lisa Peacock <L.Peacock@nwhealth.org>

Sent: Friday, October 2, 2020 8:39 PM

To: Rachel Frisch <rfrisch@otsegocountymi.gov>; Kevin Shepard <shepardk@charlevoixcounty.org>; Peter Garwood <garwoodp@antrimcounty.org>; Michael Reaves <mreaves@emmetcounty.org>; Chet Janik <cjanik@co.leelanau.mi.us>; Mitch Deisch <MDeisch@benzieco.net>

Subject: Whitmer - Statement from Governor Whitmer on Michigan Supreme Court Ruling on Emergency Powers

Hi - I'm sure you have all probably seen this. We haven't heard much else other than to note that the current orders are still in place for 21 days and they expect that many of the them will be re-issued under other authorities. We are recommending staying on course and continuing to follow the safety precautions that are in place. I will certainly be in touch if I hear more! Thanks, Lisa

https://link.zixcentral.com/u/4ec01ca3/2jBnXR4H6xGqBcn_hnsoMg?u=https%3A%2F%2Fwww.michigan.gov%2Fwhitmer%2F0%2C9309%2C7-387-90499_90640-541283--%2C00.html

Sent from my iPhone

Links contained in this email have been replaced by ZixProtect Link Protection. If you click on a link in the email above, the link will be analyzed for known threats. If a known threat is found, you will not be able to proceed to the destination. If suspicious content is detected, you will see a warning.

Mitch Deisch

From: director@benzie.org
Sent: Monday, October 5, 2020 2:53 PM
To: director@benzie.org
Subject: Benzie Broadband Summit

Just a quick update about the **Benzie Broadband Summit on October 12, 2020:**

- 1) Tomorrow the Zoom Webinar Invite will be sent out via a Chamber email to the membership and an email to other stakeholders in the County. Again, this is a Webinar not a Zoom Meeting. Only panelists/presenters will be speaking (Panelist/Presenters you will receive a separate panelist invite). Those in attendance of the Webinar will be able to submit questions. It will also be simulcasted on YouTube live and will be available on demand for anyone to view at a future date.
- 2) This Summit will be an opportunity for residents, businesses, government, and community leaders to be brought up to speed on where our County is at and where it plans and needs to go to make Benzie County digitally competitive moving forward. The Broadband Summit will take place from 7 pm – 8:30 pm and complete details may be found on the Benzie Chamber Facebook page or the Chamber website (Benzie.org) tomorrow.
- 3) The Agenda continues to evolve. Last week I attended a three-day conference that consisted of broadband leaders from around North America. As part of the agenda for next week I'll give a synopsis of the conference (Broadband Communities 2020 Virtual Summit). Here are the other invited presenters for next Monday again this is changing daily:

Paula Figura, Benzie County EDC: General Overview

Chris Varenhorst, Eclipse Communications

Katie Jensen/Keason Sanvordenker, MERIT

Ben Fineman, Michigan Broadband Cooperative (he was a keynote presenter at the Broadband Summit last week)

Senator Curt VanderWall

Jason Allen, State Director, United States Department of Agriculture Rural Development

4) Who Should Attend:

Community leaders, officials, and network champions
Grassroots "activists"
Incumbent providers
Community anchor institutions
Individuals with both technical and non-technical job titles
Anyone interested in seeing Broadband Initiatives in Benzie County

- 5) Information is the great equalizer. Access to and use of the internet has become an integral component of everyday life in the 21st century. Digital information has reshaped how individuals participate in nearly every dimension of society. It is imperative for communities to leverage broadband network access to eliminate the homework gap and for the benefit of education, socioeconomic equality, telemedicine, Smart Agriculture, public safety and economic development to maintain and grow quality of life for their citizens. (Stolen from the Michigan Broadband Summit)

For additional information contact Rick Coates, with the Benzie Area Chamber of Commerce, director@benzie.org or 231-883-5625

Richard A. Coates
President
Benzie County Chamber of Commerce
826 Michigan Ave. PO Box 204

O:231-882-5801
C:231-883-5625

Benzie.org

SERVICES AGREEMENT

Between

BENZIE COUNTY COMMISSION ON AGING

And

BENZIE SENIOR RESOURCES

(An Independent 501(c)3 Nonprofit Entity)

This agreement is made and entered into on October 1, 2017, by and between the County of Benzie/Benzie County Commission on Aging (hereafter referred to as the "County" or "Commission") and Benzie Senior Resources (hereinafter referred to as "BSR"), located at 10542 Main Street, Honor Michigan.

WHEREAS, the Parties agree that this Agreement supersedes any and all prior contracts between the parties.

- I. **Program to be operated by BSR.** BSR shall develop and operate a Program to provide the services set forth in the attached Service Plan Scope of Work, labeled Exhibit "A", which is incorporated by reference into this Agreement (hereinafter referred to as the "Program").
- II. **Duties of BSR.** BSR, in accordance with the general purposes and objectives of this Agreement as herein specified, shall:
 - A. Develop, administer, and operate the Program.
 - B. Submit reports as hereinafter required.
 - C. Provide the necessary administrative, professional and technical staff and outside contractors for the operation of the Program, and be responsible for the hiring, management and payment of such staff members.
 - D. Upon request, BSR shall provide the County's designee with proof of its possession of any fidelity bonds as required herein, and shall notify the County of any cancellation or termination of such bonds.
 - E. The County Treasurer (or a designee of the County Treasurer) or a representative selected by the County Board of Commissioners shall remain as a non-voting liaison to the BSR Board to provide input to BSR regarding County business and perspective on BSR activities; and to report to the County Board regarding activities of the BSR and how the County can work with BSR to improve services

to seniors in the County. The liaison to BSR's Board can participate in open sessions concerning BSR business related to the Program.

III. Agreement Period and Termination.

- A. BSR shall commence performance of the services and obligations required of it on the 1st day of October, 2017, and shall continue said services through the 30th day of September, 2020. The parties acknowledge that this Agreement may be renewed by mutual agreement of the parties for an additional five-year period or such other period as agreed upon by the parties in writing.
- B. If BSR fails to fulfill in a timely and proper manner its obligations under this Agreement, or violates any of the covenants, agreements and stipulations herein, the County shall give BSR written notice of such breach and BSR shall take reasonable steps necessary to remedy such breach within fifteen (15) days, and BSR shall fully remedy such breach within thirty (30) days, or the period of time in which the breach can reasonably be cured. If the breach results in a significant disruption or decline in the quality of services provided under the Program as a result of the action or inaction of BSR, the County, within its sole discretion, shall have the right to terminate this Agreement. Such termination shall then take immediate effect upon receipt of written notice by BSR. In the event of any breach that BSR fails to remedy as provided in this paragraph, the County may withhold payment of future amounts under this Agreement until the applicable breach has been cured. It is expressly understood and agreed by BSR that in the event of a breach of this Agreement and its termination by the County, the County, in addition to the recovery of funds as provided herein, reserves the right to seek any other remedies available by law and/or equity.
- C. In the event of an early termination of the Agreement pursuant to paragraph B ("Early Termination"), the parties shall promptly coordinate and convene a joint special public meeting for the parties to address all urgent senior needs in good faith, and BSR shall make reasonable efforts to provide information reasonably necessary to assist other organizations in meeting the needs of seniors, to the extent consistent with applicable laws and its status as a 501(c)(3) tax-exempt organization.

IV. Compensation

- A. (1) It is expressly understood and agreed that in no event will the total compensation to be paid by the County to BSR under this Agreement from the Senior Citizens Millage Fund exceed the amount levied on the annual December property tax bill, unless this Agreement is formally amended. The total amount as submitted is \$1,030,038.81, which shall be paid in advance monthly installments of \$85,836.57, payable at the beginning of each month. In the event that payment to BSR is reduced for reasons outside the control

of BSR or the County, it is understood that BSR in its discretion shall adjust delivery of Program services in the manner necessary to accommodate the reduced payment, with input and advice from the County.

(2) Payments for other services for senior citizens also come from the dedicated millage levied by the Commission. These include, but are not limited to the Area Agency on Aging of Northwest Michigan and other such dues, programs, and/or services that are determined to be necessary, essential and/or beneficial by the Commission.

- B. For the time period in which the Senior Citizen Services Agreement remains in effect between the parties, as it may be extended or renewed, and BSR leases from the County the premises located at 10542 Main Street, Honor, Michigan 49640, BSR shall provide compensation in the amount of \$1.00 annually to the County. This in kind additional compensation shall cease immediately upon the termination of the parties' lease agreement, or upon the termination of BSR's occupancy of such leased premises, or the termination of this Agreement at the option of the County.
- C. It is further agreed between the County and BSR, upon BSR's application and demonstration of need to fund additional senior services and Programs, and contingent on the availability of funds, that the parties may amend this compensation section of the Senior Citizen's Services Agreement to provide BSR with additional supplemental funding to cover authorized activities as may be specified in any amended Agreement.
- D. In the event that the funds granted in this Agreement or any portion thereof are found to be unauthorized by either the laws of the State of Michigan, an opinion issued by the Michigan Attorney General, a Michigan Court Decision, or in any future audit of the County, BSR shall reimburse the County for all such required funds found to be unauthorized, to the extent such funds have not previously been utilized by BSR within the provisions of this Agreement. The County shall make reasonable efforts to reimburse BSR for returned funds to the extent authorized and permitted by law.
- E. The failure of BSR to provide Program services in accord with this Agreement due to a reduction or elimination of funding shall not be considered a breach of this Agreement.

- V. Return or Use of Excess Funds. Any unused and unobligated funds provided under this Agreement and in BSR's possession at the end of a fiscal year shall be rolled into the fund balance of BSR's account. The County shall not have the right to unobligated funds from other sources. If or when this Agreement terminates, unused and unobligated funds shall be returned to the County or used in accordance with the instructions provided by the County. BSR shall not be required to return

funds that came from other sources as determined by BSR based its discretion on its reasonable accounting methods.

- VI. **Accounting Procedures.** BSR's accounting procedures and internal financial controls shall conform to generally accepted accounting practices in order that the costs allowed by this Agreement can be readily ascertained and expenditures verified.

- VII. **Capital Expenditures**
Any significant capital improvements, expenditures for equipment, vehicles, fixed assets or property will be approved/disapproved at the discretion of BSR Board of Directors.

- VIII. **Reports.** BSR shall prepare and submit to the County the following reports:

A. **Annual**

- i. *Annual budget/appropriation request*, including available programmatic and financial data, the planned activities of BSR and the services to be provided during the upcoming fiscal year, and BSR's anticipated costs shall be submitted in accordance with the timetable established by the County. Sixty (60) days notice of the established timetable shall be provided to BSR.
- ii. *Annual report.* The focus will be operational in nature with revenue and expense figures used as appropriate to discuss operations. A written report shall be provided no later than the 1st scheduled Board of Commissioners Meeting in December under the "Commission on Aging."
- iii. *Audit report.* BSR shall conduct an annual financial audit of its activities and submit a copy of the audit report to the County after BSR's receipt of such audit report, and after such report has been reviewed and approved by BSR's Board.

- B. **Monthly:** All information submitted to BSR Board members as part of the monthly Board member information packet related to the Program, including, without limitation:

- i. Minutes of prior month's meeting;
- ii. Statement of Financial Condition (including breakdown of assets and liabilities compared to previous year);
- iii. Statement of Financial Income and Expense, both monthly and YTD (including breakdown of income/expenses for the applicable month as compared to previous year;

- iv. Budget vs. Actual Income/Expenses YTD (including comparison between budgeted amounts and amounts actually expended or received for the applicable calendar year); and
- v. Current or reasonably anticipated legal/financial risks, if any (including Workers Comp, employee disability claims, claims by recipients of services, and/or other risks that could affect the ability of BSR to meet its obligations under this Agreement).

C. Other: In addition to the foregoing, BSR shall provide additional information and reports as may be reasonably requested by the County from time to time, within a commercially reasonable time of such request. If the information or report is not already produced by BSR in the ordinary course of business, the County will pay the cost of producing the report.

IX. Access to Books, Documents, Papers and Records. Within the limitations of HIPPA or other confidentiality and/or privacy statutes, regulations, duties, or other best practices, including those applicable to a 501(c)(3) tax-exempt organization, BSR shall provide financial and operational transparency to the County on matters related to the Program. Subject to the foregoing limitations, at reasonable times and places and with reasonable notice to BSR, all books, documents, papers and records related to the funds allocated under this Agreement, including but not limited to monthly bank or other financial institution statements; canceled checks; invoices; vouchers; salary and fringe benefit records; purchase orders; inventory statements; grant, federal, state or other agency paperwork; and contracts of BSR related to the funding provided in this Agreement shall be open to inspection during regular working hours by the County through the Benzie County Board of Commissioners or its designee. Refusal to allow the County or its representative's access to said records shall constitute a material breach of this Agreement and grounds for termination.

X. Maintenance of Records. BSR shall keep and maintain records in accordance with the Records Retention Schedule in Exhibit B or for a period of seven (7) years after termination of this Agreement or until a final audit has been performed by the County, whichever occurs later. In the event the County has not performed a final audit within said seven (7) year period, BSR may dispose of the records within the limitations of except as may be prohibited by HIPPA or other confidentiality and/or privacy statutes that otherwise apply to BSR.

XI. Open Meetings Act/Freedom of Information Act. BSR shall comply with the Open Meetings Act and Freedom of Information Act respectively, with respect to the County, for matters related to the Program.

- XII. **Meeting Attendance/Participation.** A representative of BSR shall attend at least one regular monthly meeting of the County to provide reports, updates and schedules of activities and to answer questions.
- XIII. **Nondiscrimination.** BSR shall not discriminate against a person to be served or an employee or applicant for employment, and shall adhere to all applicable Federal, State and local laws, ordinances, rules and regulations.
- XIV. **Applicable Laws and Regulations.** All funded programs and services shall be subject to all applicable provisions of the Older Americans Act as amended and the Act's regulations and policies; to all applicable operating standards of the Michigan Aging & Adults Services Agency; and all applicable Federal, State and Local laws, ordinances, rules and regulations.
- XV. **Independent Contractor.** It is expressly understood and agreed that BSR is an Independent contractor. The employees and agents of BSR shall in no way be deemed to be and shall not hold themselves out as the employees or agents of the County. BSR's employees and agents shall not be entitled to any fringe benefits of the County such as, but not limited to, health and accident insurance, life insurance, paid vacation leave, paid sick leave or longevity. BSR shall be responsible for paying any salaries, wages, or other compensation due its employees for services performed pursuant to this Agreement and for the withholding and payment of all applicable taxes, including, but not limited to, income and social security taxes to the proper Federal, State and local governments. BSR shall carry Workers' Compensation coverage for its employees, as required by law, and shall provide the County with proof of said coverage upon request.
- XVI. **Indemnification and Hold Harmless.** BSR shall, at its own expense, indemnify, protect, defend and hold harmless the County, its elected and appointed officers, employees and agents from all third party claims, damages, lawsuits, costs, and expenses, including but not limited to all costs from administrative proceedings, court costs and attorney fees that it may incur to the extent they are the result of any acts, omissions or negligence of BSR, its employees, agents or subcontractors that may arise out of this Agreement and/or its prior Agreements.
- XVII. **Insurance.** BSR shall procure, pay the premium, keep and maintain during the term of this Agreement, comprehensive general and professional liability insurance with contractual liability coverage in an amount of not less than Two Million and No/100 (\$2,000,000.00) per occurrence, and/or aggregate, combined single limit covering all personal and bodily injuries, death, and/or property damage arising from the Program operated pursuant to this Agreement. BSR shall provide the County with a certificate of insurance proper to the commencement of this Agreement upon request. BSR shall maintain such other insurances as it deems appropriate for its own protection. Premises liability insurance in the amount of One Million and

No/100 (\$1,000,000.00) shall be provided by BSR. Benzie County is to be named as an additional insured and loss payee on BSR's liability policy.

XVIII. In the event that BSR's insurance coverage, including Workers' Compensation insurance required under this Agreement is at any time reduced or terminated during the duration of the Agreement, BSR's insurer shall provide the County with at least thirty (30) days prior written notification of such reduction or termination.

XIX. Notice

Any notices permitted or required under this Agreement shall be made to the parties as follows:

To the County: Chair, County Commission
448 Court Place
Beulah MI 49617

County Administrator
448 Court Place
Beulah MI 49617

To BSR: Chairperson, Benzie Senior Resources
10542 Main Street
Honor MI 49640

Executive Director, Benzie Senior Resources
10542 Main Street
Honor MI 49640

XX. Modifying the Agreement. This Agreement may be modified only by a writing signed by both parties.

XXI. Applicable Law. This Agreement will be governed by the laws of the State of Michigan.

XXII. Successors and Assigns. All of the provisions of this Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, if any, successors, and assigns.

XXIII. No Third Party Beneficiaries. This Agreement is for the sole benefit of the parties and their respective successors and permitted assigns, and nothing in this Agreement, express or implied, is intended to or shall confer on any other person or entity any legal or equitable right, benefit, or remedy of any nature whatsoever under or by reason of this Agreement.

The authorized representatives of the parties hereby have fully executed this Agreement on the day and year first above written.

Dated:

11/14/17

Anten Coulson
Benzle County Chairperson, with authority

Dated:

11/21/17

Bev S. Holbrook
Benzle Senior Resources Board President,
with authority (or other person with legal
authority)

Attachments: Exhibit A – Program Services
Exhibit B – Records Retention Schedule

Benzie Senior Resources Programs and Services

- Home Delivered Meals – Nutritious meals, delivered daily (Mon. – Fri.) Hot lunches, cold meals for re-heating, frozen meals for weekends and holidays and weekly breakfast bags are available.
- Medicare/ Medicaid Assistance Program (MMAP) – MMAP counselors are volunteers who have received specialized training in Medicare and Medicaid law and regulations, health insurance counseling and relevant insurance products.
- Congregate Meal Site – Daily lunchtime meals (Mon.-Fri.) promote nutrition and social interaction. Served at The Gathering Place Senior Center.
- Guardian Medical Monitoring – A hands-free, personal help button that preserves the independence of seniors and is designed to get help when needed most.
- Dining Out Program – Vouchers at participating restaurants to give seniors more nutritional choices.
- Homemaker – Light housekeeping every other week for up to two hours per visit. The typical services include light housekeeping such as: vacuuming; light dusting; cleaning the bathroom; kitchen and bedroom and completing a load of laundry. Charges for these services are determined using a sliding fee scale based on household income.
- Information and Assistance – Linking individuals with the services and programs that best address their needs.
- Senior Transportation – Free Benzie Bus passes to ride the Benzie Bus are available to all seniors who are age 60 and older and residents of Benzie County.
- Senior Companion – Connecting homebound Benzie seniors with a companion that visits and provides caring friendship. This program is sponsored and contracted through Catholic Human Services.
- Benzie Senior Oral Health Program – Up to a \$300 voucher to assist a number of older adults in obtaining much needed dental care through 3 region dental clinics.
- Project Lifesaver™ - A system of personnel, training and equipment providing an effective way to keep individuals whom might wander safe.
- Senior Essential Needs Fund – Assisting those in desperate need of shelter repairs, utilities, food and medical needs.
- Lawn Chore – Outdoor maintenance intended to increase the safety of individuals living in their own home.

- Snow Removal –Shoveling and plowing to ensure that seniors are able to get in and out of their homes and driveways.
- Home Health Care – Assistance with personal care; meal preparation; light housekeeping; exercise; errands and companionship, based upon an assessment and care plan developed by a registered nurse.
- Senior Centers – The Gathering Place Senior Center in Honor operates Monday – Friday and the Community Building in Thompsonville operates on the first Friday of each month. These sites connect older adults to vital community services, which support a healthy, independent lifestyle. These services include health, fitness and wellness programs, and social and recreational activities.
- Medical Equipment loan closet—Free, gently used medical equipment.
- Respite – Providing much-needed time off with peace of mind for family caregivers. Charges for this service is determined using a sliding fee scale based on household income.
- Hearing Clinic – Sponsored by Advanced Hearing Center. Free hearing tests, check and service hearing aids.
- Foot Clinic – Nail trimming and overall foot assessment by trained Registered Nurses.
- Blood Pressure Clinic – Twice monthly at The Gathering Place Senior Center.
- Estate Planning – A free monthly opportunity for seniors to speak with an experienced estate planning attorney for free to review, update and/or create an estate plan.
- Tax Preparation—Through a partnership with Northwest Community Action Agency, free tax preparation is done by volunteer preparers throughout the tax season.
- Senior Project Fresh – Coupon booklets to provide older adults who qualify with unprocessed, Michigan-grown products from authorized farmers markets and roadside stands. Each booklet is valued at \$20.00.
- Telephone Assurance Program – A dedicated group of volunteers make weekly phone calls to homebound seniors to provide comforting conversation and verification of the senior's wellbeing.
- Caregiver Resource Library – A collaboration with the local libraries in Benzie County, has assembled a Caregiver Resource Library. The resource library is equipped with an assortment of tools to help you gain practical tips and education in the realm of family caregiving for a loved one.

DRAFT

Exhibit B

Benzie Senior Resources - Document Preservation Schedule

The following table provides the minimum requirements of document retention and periodic destruction of documents pertaining to the operation of Benzie Senior Resources.

TYPE OF DOCUMENT	MINIMUM RETENTION REQUIREMENT
Accounts payable ledgers and schedules	7 years
Audit reports	Permanently
Bank Reconciliations	2 years
Bank Statements	3 years
Checks (for important payments and purchases)	Permanently
Client Files	10 years
Contracts, mortgages, notes and leases (expired)	7 years
Correspondence (general)	3 years
Correspondence (legal and important matters)	Permanently
Correspondence (with customers and vendors)	2 years
Deeds, mortgages, and bills of sale	Permanently
Depreciation Schedules	Permanently
Duplicate deposit slips	2 years
Employment, Board and Volunteer Applications	3 years
Expense Analyses/expense distribution schedules	7 years
FEMA	4 years
Year End Financial Statements	Permanently
Insurance Policies (expired)	3 years
Insurance records, current accident reports, claims, policies, etc.	Permanently
Internal audit reports	3 years
Inventories of products, materials, and supplies	7 years
Invoices (to customers, from vendors)	10 years
Minute books, bylaws and charter	Permanently
Patents and related Papers	Permanently
Payroll records and summaries	7 years
Personnel files (terminated employees)	7 years
Retirement and pension records	Permanently
Tax returns and worksheets	Permanently
Timesheets	7 years
Trademark registrations and copyrights	Permanently
Withholding tax statements	7 years

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Finance Report

BILLS TO BE APPROVED OCTOBER 13, 2020

Motion to approve Vouchers in the amount of:

\$	243,123.13	General Fund (101)
\$	34,297.27	Jail Fund (213)
\$	36,539.83	Ambulance Fund & ALS (214)
\$	25,689.40	Funds 105-238
\$	7,762.97	ACO Fund (247)
\$	38,405.00	Building (249)
\$	16,604.96	Dispatch 911 Fund (261)
\$	133,053.75	Funds 239-292
\$	125,763.12	Funds 293-640
\$	68,339.80	701 Fund
\$	-	Trust and Agency Funds & MSU Trust and Agency Fund (702-771)
<u>\$</u>	<u>729,579.23</u>	

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DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

DATE	FUND 101 GENERAL	FUND 213 JAIL	FUND 214 ALS	FUND 105-238	FUND 247 ACO	FUND 249 BUILDING	FUND 261 DISPATCH	FUND 239-292	FUND 293-690	FUND 701 TRUST/ AGENCY	FUND 702-771	TOTALS
9/24/2020	\$ 126,148.25	\$ 23,182.86	\$ 22,699.40	\$ 3,542.45	\$ 2,795.03		\$ 5,744.96		\$ 102,487.57	\$ 4,566.61		\$ 291,167.13
10/1/2020	\$ 69,135.13	\$ 9,505.99	\$ 7,557.50	\$ 1,656.23	\$ 3,715.93		\$ 9,922.00	\$ 129,503.75	\$ 20,288.23	\$ 34,364.53		\$ 285,649.29
10/5/2020									\$ 371.22			\$ 371.22
10/8/2020	\$ 47,839.75	\$ 1,608.42	\$ 6,282.93	\$ 20,490.72	\$ 1,252.01	\$ 38,405.00	\$ 938.00	\$ 3,550.00	\$ 2,616.10	\$ 29,408.66		\$ 152,391.59
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Totals	\$ 243,123.13	\$ 34,297.27	\$ 36,539.83	\$ 25,689.40	\$ 7,762.97	\$ 38,405.00	\$ 16,604.96	\$ 133,053.75	\$ 125,763.12	\$ 68,339.80	\$ -	\$ 729,579.23

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

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 101 BOARD OF COMMISSIONERS							
101-101-860.00	TRAVEL	SAUER, GARY	MILEAGE REIMBURSEMENT	093020	10/01/20	105.23	78110
101-101-860.00	TRAVEL	TAYLOR, SHERRY	MILEAGE REIMBURSEMENT	093020	10/01/20	17.83	78118
101-101-860.00	TRAVEL	JEANNOT, ART	MILEAGE SEPTEMBER	093020	10/08/20	19.55	78189
101-101-900.00	PRINTING & PUBLISHING	PIONEER GROUP	NOTICE BOC/BUDGET HRG/CLERK POSITIT	43100200	10/08/20	341.97	78215
101-101-955.10	DUES & REGISTRATIONS	MICHIGAN ASSOCIATION	2020/2021 COUNTY DUES	M1940	10/01/20	12,139.58	78093
			Total For Dept 101 BOARD OF COMMISSIONERS			12,624.16	
Dept 131 CIRCUIT COURT							
101-131-702.00	CIR CT JUDGE	MANISTEE COUNTY - ADM	SHARED COURT EXPENSES	093020	10/01/20	1,524.13	78086
101-131-702.03	CIR CT ADMIN SAL	MANISTEE COUNTY - ADM	SHARED COURT EXPENSES	093020	10/01/20	1,880.55	78086
101-131-704.00	WAGES-COURT REPORTER	MANISTEE COUNTY - ADM	SHARED COURT EXPENSES	093020	10/01/20	1,817.51	78086
101-131-704.01	WAGES - ADR CLERK	MANISTEE COUNTY - ADM	SHARED COURT EXPENSES	093020	10/01/20	1,415.70	78086
101-131-704.02	WAGES-CLERICAL ASSISTANT	MANISTEE COUNTY - ADM	SHARED COURT EXPENSES	093020	10/01/20	1,053.00	78086
101-131-712.00	WAGES - RESEARCH ATTORNE	MANISTEE COUNTY - ADM	SHARED COURT EXPENSES	093020	10/01/20	3,680.51	78086
101-131-725.00	COST OF FRINGE BENEFITS	MANISTEE COUNTY - ADM	SHARED COURT EXPENSES	093020	10/01/20	4,846.02	78086
101-131-802.00	TRANSCRIPTS	MANISTEE COUNTY - ADM	SHARED COURT EXPENSES	093020	10/01/20	358.90	78086
101-131-802.00	TRANSCRIPTS	O'BRIEN, AMANDA	TRANSCRIPTS	091620	10/01/20	116.85	78100
101-131-802.00	TRANSCRIPTS	O'BRIEN, AMANDA	TRANSCRIPTS	092320	10/01/20	10.25	78100
101-131-802.00	TRANSCRIPTS	O'BRIEN, AMANDA	TRANSCRIPTS	093820	10/01/20	42.00	78212
101-131-804.00	RECORDING SERVICES	LYSTER, CHRISTINE M.	COURT REPORTER - AUGUST & SEPT	092620	10/08/20	776.35	78199
101-131-810.00	LEGAL FEES	MCDONALD, PATRICK	COURT APPOINTED ATTORNEY	083120	10/01/20	1,400.00	78089
101-131-810.00	LEGAL FEES	DAVID G. GRUNST PC	COURT APPOINTED ATTORNEY	11305	10/08/20	669.45	78167
101-131-810.00	LEGAL FEES	MATTICE, GABRIEL	COURT APPOINTED ATTORNEY	093020	10/08/20	1,007.04	78203
101-131-810.00	LEGAL FEES	NORTH POINTE LEGAL, P	COURT APPOINTED ATTORNEY	093020	10/08/20	1,950.00	78210
101-131-813.00	PROBATION EXPENSES	WELLS FARGO VENDOR FI	COPIER - PROBATION	5011947487	10/01/20	67.52	78136
101-131-860.00	TRAVEL	HEINS, PATRICIA	MILEAGE & MEAL ALLOWANCE	091520	10/01/20	186.40	78064
101-131-860.00	TRAVEL	LUCIUS, KATLYN	REIMBURSEMENT FOR TRAVEL & MEALS/C	090120	10/01/20	199.12	78082
101-131-860.00	TRAVEL	JOEL BORNKAMP	RESEARCH ATTORNEY-MILEAGE & MEALS	093020	10/08/20	348.70	78190
101-131-860.00	TRAVEL	QUAGLIA, VINCENT	COURT REPORTER - MILEAGE & MEALS	093020	10/08/20	162.30	78218
101-131-862.00	JIS RELATED COSTS	MANISTEE COUNTY - ADM	SHARED COURT EXPENSES	093020	10/01/20	638.08	78086
101-131-967.00	PROJECT EXPENSES - DRUG	FELICE J. KELLEY-WARE	DRUG COURT COORDINATOR WEEK ENDING	091820	09/24/20	307.80	77969
101-131-967.00	PROJECT EXPENSES - DRUG	FELICE J. KELLEY-WARE	DRUG COURT COORDINATOR WEEK ENDING	092520	10/01/20	307.80	78057
101-131-967.00	PROJECT EXPENSES - DRUG	JACKPINE BUSINESS CEN	WIPES/FACE MASKS/SANITIZER-DRUG CO	458054-0	10/01/20	444.37	78068
101-131-967.00	PROJECT EXPENSES - DRUG	FELICE J. KELLEY-WARE	DRUG COURT COORDINATOR WEEK ENDING	100220	10/08/20	307.80	78172
101-131-967.02	PROJECT EXPENSES - DOJ G	I.T. RIGHT	LAPTOPS & PRINTER - CESF GRANT FUN	20165869	10/08/20	3,135.36	78186
101-131-970.00	EQUIPMENT	LESS LETHAL LLC	RECHARGEABLE VEST	IN4890	09/24/20	975.00	77981
101-131-970.00	EQUIPMENT	BUSINESS INFORMATION	REMOTE SUPPORT DIGITAL RECORDING S	79880	10/01/20	290.00	78040
101-131-970.00	EQUIPMENT	BUSINESS INFORMATION	REMOTE SUPPORT DIGITAL RECORDING S	79878	10/01/20	383.33	78040
101-131-970.00	EQUIPMENT	BUSINESS INFORMATION	WARRANTY FOR RECORDING EQUIPMENT	79878	10/08/20	383.33	78161
101-131-970.00	EQUIPMENT	BUSINESS INFORMATION	WARRANTY FOR RECORDING EQUIPMENT	79880	10/08/20	290.00	78161
			Total For Dept 131 CIRCUIT COURT			30,975.17	
Dept 136 DISTRICT COURT							
101-136-727.00	OFFICE SUPPLIES	DES MOINES STAMP COMP	COSCO 2000+ #50 STAMPER	1168767	09/24/20	33.50	77963
101-136-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVIC	OFFICE SUPPLIES	1H14-Q437-G61V	10/01/20	216.02	78023
101-136-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVIC	OFFICE SUPPLIES	DP496	10/01/20	139.45	78024
101-136-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	ENVELOPES / FILE CABINET	457961 & 457925	10/01/20	1,144.00	78070
101-136-727.00	OFFICE SUPPLIES	MCCARDLE WATER CONDIT	WATER/DELIVERY FEE	1150781	10/01/20	32.00	78088
101-136-727.00	OFFICE SUPPLIES	OFFICE DEPOT	OFFICE SUPPLIES	126819144	10/01/20	260.39	78101
101-136-727.00	OFFICE SUPPLIES	OFFICE DEPOT	BINDERS	127126092	10/01/20	17.54	78102
101-136-727.00	OFFICE SUPPLIES	OFFICE DEPOT	BINDER / BOARD	VARIOUS	10/01/20	37.76	78103
101-136-727.00	OFFICE SUPPLIES	TARGET INFORMATION MA	ORDER OF PROBATION FORMS	289514	10/01/20	239.23	78117
101-136-727.00	OFFICE SUPPLIES	VISA-KIM NOWAK	OFFICE SUPPLIES	DP497	10/01/20	42.39	78130

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Fund 101 GENERAL FUND							
Dept 136 DISTRICT COURT							
101-136-805.10	PROBATE CT APPOINTMENT AT	BOSTIC LEGAL PLLC	C JESTILA / M WILLIAMS	069 & 066	09/24/20	365.00	77951
101-136-805.10	PROBATE CT APPOINTMENT AT	SMITH & JOHNSON	P CLARK / M GUNDERSON / G THORNELL	132558-559-557	09/24/20	145.00	78000
101-136-805.10	PROBATE CT APPOINTMENT AT	BAILEY LAW OFFICE PLL	CUMMINGS/HOLTREY	DP508	10/01/20	87.50	78026
101-136-805.10	PROBATE CT APPOINTMENT AT	BOSTIC LEGAL PLLC	T CLARK/GUNDERSON/P CLARK	DP507	10/01/20	875.00	78038
101-136-805.10	PROBATE CT APPOINTMENT AT	DOBREFF, DAVID	ROMELL/SHELTON/FORBES/MORTON/TOMS	DP505	10/01/20	720.00	78053
101-136-805.10	PROBATE CT APPOINTMENT AT	KEHR, LINDA MOOREY	E PTLZ	20-0106-GA	10/01/20	100.00	78075
101-136-853.00	PROBATE CT APPOINTMENT AT	KISH DYKSTRA & SCOTT	CUMMINGS	29299	10/01/20	150.00	78076
101-136-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELL PHONES	9862753099	09/24/20	87.36	78003
101-136-955.10	DUES & REGISTRATIONS	MADCM	O'BRIEN - MAGISTRATE DUES	DP487	10/01/20	75.00	78083
101-136-955.10	DUES & REGISTRATIONS	MADCOF	DRAEGER - PROBATION OFFICER DUES	DP486	10/01/20	25.00	78084
101-136-955.10	DUES & REGISTRATIONS	STATE BAR OF MICHIGAN	HON JOHN D MEAD (P66469) RENEWAL F	380263	10/01/20	340.00	78112
101-136-962.20	JIS RELATED COSTS	JUDICIAL MANAGEMENT SY	INSTALL PC NOTICES	10/01/2020	10/08/20	50.00	78191
101-136-970.00	EQUIPMENT	CENTRAL CLEANING SYST	PROFESSIONAL ELECTROSTATIC SPRAYER	35090	10/01/20	1,158.96	78043
101-136-970.00	EQUIPMENT	HOTSY OF MID MICHIGAN	DISINFECTANT LIQUID (4 GALS)	36286	10/08/20	159.96	78184
Total For Dept 136 DISTRICT COURT						6,501.06	
Dept 141 FRIEND OF THE COURT							
101-141-964.10	REIMBURSEMENT TO MANISTE	MANISTEE COUNTY FOC	FOC SHARED EXPENSES AUGUST	083120	10/08/20	8,697.17	78201
Total For Dept 141 FRIEND OF THE COURT						8,697.17	
Dept 142 JUVENILE DIVISION							
101-142-704.01	SALARY-DIRECTOR OF YOUTH	MANISTEE COUNTY - ADM	SHARED COURT EXPENSES	093020	10/01/20	2,225.33	78086
101-142-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	OFFICE SUPPLIES	457408-0	10/08/20	46.94	78187
101-142-727.00	OFFICE SUPPLIES	PURE WATER WORKS	WATER COOLER	10/1/20	10/08/20	12.66	78217
101-142-860.00	TRAVEL	CAMERON CLARK	MILEAGE PHONE REIM	9/30	10/01/20	402.52	78041
101-142-957.40	NON REIMBURSABLE EXPENSE	JACKPINE BUSINESS CEN	OFFICE SUPPLIES	457408-0	10/08/20	43.45	78187
Total For Dept 142 JUVENILE DIVISION						2,730.90	
Dept 172 ADMINISTRATOR							
101-172-727.00	OFFICE SUPPLIES	VISA=MITCHELL DEISCH	ADOBE SUBSCRIPTION	0892	09/24/20	15.89	78012
101-172-860.00	TRAVEL	DEISCH, MITCH	MILEAGE ALLOWANCE	100120	10/08/20	300.00	78168
Total For Dept 172 ADMINISTRATOR						315.89	
Dept 215 COUNTY CLERK							
101-215-727.00	OFFICE SUPPLIES	FIDLAR COMPANIES	LINEN LEDGER PAPER - CLERK	R223164-IN	10/08/20	116.49	78173
101-215-970.20	EQUIPMENT - CAPITAL	TKS SECURITY	DOOR HANDLE AND SWIPER - CLERK	14516	10/01/20	2,454.00	78122
Total For Dept 215 COUNTY CLERK						2,570.49	
Dept 253 COUNTY TREASURER							
101-253-775.00	DOG LICENSES	GOVERNMENTAL PRODUCTS	DOG LICENSES FOR 2024	4508	10/08/20	405.31	78177
101-253-860.00	TRAVEL	LONG, KELLY	MILEAGE REIMBURSEMENT	100520	10/08/20	24.94	78197
101-253-955.10	DUES & REGISTRATIONS	HEARST MEDIA	YEARLY SUBSCRIPTION	1545883	10/08/20	46.80	78179
Total For Dept 253 COUNTY TREASURER						477.05	
Dept 257 EQUALIZATION DEPARTMENT							
101-257-727.00	OFFICE SUPPLIES	VISA=THOMAS LONGANBAC	PAPER FOR LARGE PRINTING MACHINE	00041	10/10/20	137.73	78015
Total For Dept 257 EQUALIZATION DEPARTMENT						137.73	
Dept 261 MSU EXTENSION							
101-261-703.04	WAGES-PART TIME SECRETAR	MSUE BUSINESS OFFICE	SECRETARY WAGE & FRINGES	TCINV02-21-BENZ	09/24/20	923.63	77990
101-261-730.00	POSTAGE	BENZIE COUNTY CLERK	MSU POSTAGE	POSTAGE	10/08/20	4.60	78151
Total For Dept 261 MSU EXTENSION						928.23	
Dept 262 ELECTIONS							

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 262 ELECTIONS							
101-262-905.00	PRINTING & PUBLISHING -	PIONEER GROUP	NOTICE BOC/BUDGET HRG/CLERK POSTIT	43100200	10/08/20	843.75	78215
101-262-963.00	COMPUTER SUPPORT	ELECTION SOURCE	THUMB DRIVE - 11/2020 ELECTION - C	20-54043	10/01/20	27.54	78055
			Total For Dept 262 ELECTIONS			871.29	
Dept 265 BUILDING & GROUNDS							
101-265-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	FUEL - AUGUST	1346	10/08/20	32.03	78153
101-265-749.00	VEHICLE REPAIRS	NAPA AUTO SUPPLY, INC	MUFFLER & CLAMPS	5366-457563	10/01/20	69.03	78096
101-265-749.00	VEHICLE REPAIRS	BAILLARD, JOHN	MUFFLER REPAIR-DODGE RAM	392430	10/08/20	125.00	78148
101-265-750.00	MAINTENANCE SUPPLIES	KSS ENTERPRISES	CLEANING SUPPLIES/PAPER SUPPLIES	1254955	10/01/20	535.50	78078
101-265-750.00	MAINTENANCE SUPPLIES	NUGENT ACE HARDWARE	BATTERIES & BULBS	174472	10/01/20	95.91	78098
101-265-750.00	MAINTENANCE SUPPLIES	NUGENT ACE HARDWARE	BRUSH/PHONE CORDS	174559	10/08/20	21.56	78211
101-265-750.00	MAINTENANCE SUPPLIES	NUGENT ACE HARDWARE	TAPE	174679	10/08/20	5.99	78211
101-265-821.00	GARBAGE DISPOSAL	AMERICAN WASTE	WASTE DISPOSAL	3874883	10/08/20	190.00	78145
101-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELL PHONES	9862753099	09/24/20	114.26	78003
101-265-923.00	FUEL - NATURAL GAS	DTE ENERGY	425 COURT PLACE	910020931200	09/24/20	57.41	77966
101-265-930.00	EQUIPMENT REPAIR	HURST MECHANICAL	MAINTENANCE ON ROOFTOP UNIT	7729452	10/01/20	547.20	78067
101-265-930.00	EQUIPMENT REPAIR	HURST MECHANICAL	INSPECTION-UNIT IN IT ROOM	7729513	10/01/20	315.65	78067
101-265-930.00	EQUIPMENT REPAIR	HURST MECHANICAL	BOILER REPAIR-GAS VALVE	7784755	10/08/20	219.32	78185
101-265-930.00	EQUIPMENT REPAIR	HURST MECHANICAL	ROOFTOP UNIT REPAIR	7784715	10/08/20	1,648.38	78185
101-265-935.00	BUILDING REPAIRS	BLUWATER ELECTRIC LL	INSTALLATION OF ADDITIONAL OUTLETS	1022	10/01/20	500.00	78037
101-265-935.00	BUILDING REPAIRS	TKS SECURITY	KANTECH DOOR SYSTEM ISSUES	14484	10/01/20	240.00	78121
			Total For Dept 265 BUILDING & GROUNDS			4,717.24	
Dept 266 LEGAL & CONTRACTED SERVICES							
101-266-810.00	LEGAL FEES	FIGURA, RICHARD	IKENS EASEMENT	BC-766	10/01/20	300.00	78059
101-266-815.20	ADMINISTRATION FEES - MA	MANISTEE COUNTY - ADM	SHARED COURT EXPENSES	093020	10/01/20	1,166.67	78086
			Total For Dept 266 LEGAL & CONTRACTED SERVICES			1,466.67	
Dept 267 PROSECUTING ATTORNEY							
101-267-727.00	OFFICE SUPPLIES	I.T. RIGHT	LENOVO THINK PAD & DOCKING STATION	ITRQ18026	09/24/20	1,219.00	77976
101-267-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	DESK AND CALENDARS	457829/457976	10/01/20	1,362.15	78069
101-267-727.00	OFFICE SUPPLIES	THOMSON REUTERS - WES	MI SENTENCING GUIDELINES MANUAL 2	MI SENTENCING	10/01/20	280.80	78120
101-267-727.00	OFFICE SUPPLIES	VISA-SARA SWANSON	EOY 4Q DVN & OFFICE SUPPLIES	EOY 4Q	10/01/20	184.81	78132
101-267-727.00	OFFICE SUPPLIES	PROSECUTING ATTY ASS	FEBRUARY MID WINTER CONFERENCE	MID WINTER CONF	10/08/20	315.00	78216
101-267-727.00	OFFICE SUPPLIES	REXL INC. DBA LEXISNE	SEPT 2020	3092866157	10/08/20	88.00	78219
101-267-814.00	DIRECT VICTIMS NEEDS - E	VISA-SARA SWANSON	EOY 4Q DVN & OFFICE SUPPLIES	EOY 4Q	10/01/20	797.80	78132
101-267-827.00	MGT CONTRACT	MGT OF AMERICA, INC.	4Q DHS-286 BILLING	38294	10/15/20	1,352.60	78092
101-267-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELL PHONES	9862753099	09/24/20	43.68	78003
			Total For Dept 267 PROSECUTING ATTORNEY			5,643.84	
Dept 268 REGISTER OF DEEDS							
101-268-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	TONER PENS LABELS ENVELOPES	457509-0	10/01/20	453.25	78068
101-268-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	DESK	458001-0	10/01/20	3,064.99	78068
101-268-800.00	CONTRACTED SERVICES - LA	FIDLAR TECHNOLOGIES I	AUGUST LAREDO USAGE FEE	0225919-IN	09/24/20	3,122.82	77970
101-268-860.00	TRAVEL	BISSELL, AMY	MILEAGE TO MARD MEETING IN PETOSKE	9/25/2020	10/01/20	111.55	78035
101-268-955.00	CONVENTIONS & MEETINGS	VISA=AMY BISSELL	2020 MARD ANNUAL CONFERENCE - ONE	9/25/2020	10/01/20	79.50	78128
			Total For Dept 268 REGISTER OF DEEDS			6,832.11	
Dept 275 DRAIN COMMISSION							
101-275-819.00	CONTRACT SERVICE - LAKE	DIXON, CRAIG	MONTHLY CONTRACTED SERVICES FOR DA	100120	10/01/20	333.33	78052
101-275-860.00	TRAVEL	DIXON, CRAIG	MILEAGE REIMBURSEMENT - MARCH THRO	MILEAGE	09/24/20	500.25	77965
			Total For Dept 275 DRAIN COMMISSION			833.58	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 285 CENTRAL SERVICES							
101-285-727.10	PAPER SUPPLIES	PITNEY BOWES	INK CARTRIDGE & TAPE STRIPS	1016353382	09/24/20	169.56	77996
101-285-730.00	POSTAGE	NUCENT ACE HARDWARE	UPS FILE TO COURT OF APPEALS - CLE	174301	10/01/20	20.34	78099
101-285-730.00	SUPPLIES - POSTAGE METER	PITNEY BOWES	INK & TAPES - POSTAGE METER	1016516700	10/01/20	282.60	78105
101-285-940.20	EQUIPMENT LEASE	APPLIED IMAGING	MONTHLY MAINTENANCE FEE	1598061	09/24/20	40.39	77943
101-285-940.20	EQUIPMENT LEASE	APPLIED IMAGING	MAINTENANCE FEE ON COPIER	1612294	10/08/20	119.20	78146
101-285-940.20	EQUIPMENT LEASE	TEAM FINANCIAL GROUP,	ADMINISTRATION COPIER	40020703	10/08/20	106.80	78224
101-285-940.20	EQUIPMENT LEASE	TEAM FINANCIAL GROUP,	PROSECUTOR COPIER	40023293	10/08/20	122.00	78224
101-285-940.20	EQUIPMENT LEASE	TEAM FINANCIAL GROUP,	EQUALIZATION COPIER	40020522	10/08/20	279.35	78224
Total For Dept 285 CENTRAL SERVICES						1,140.24	
Dept 301 SHERIFF							
101-301-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVIC	OFF SUPP	11X7-MGOR-1LWG	10/21/20	78.86	78022
101-301-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVIC	OFF SUPP DB	14VD-XQDP-61QG	10/23/20	26.60	78022
101-301-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVIC	DET BUR OFF SUPP	13P4-LYG6-3DGQ	10/23/20	63.18	78022
101-301-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVIC	BATTERIES	1Y3Y-MIM6-GHTP	10/30/20	20.99	78022
101-301-727.00	OFFICE SUPPLIES	VISA=TSCHENDEL 7161	OFF SUPPLIES	09292020 6759	10/24/20	29.88	78134
101-301-748.00	GAS, OIL & GREASE	WEX BANK	08/16 TO 09/15/20 FUEL	67582237	10/07/20	143.43	78017
101-301-748.00	GAS, OIL & GREASE	WATSON BENZIE LLC	17-1 CABIN AIR FILTER	161838	10/01/20	39.60	78135
101-301-748.00	GAS, OIL & GREASE	WATSON BENZIE LLC	19-1 & 17-1 OC &TR CONTRACTS	53863 & 577198	10/15/20	350.00	78230
101-301-749.00	GAS, OIL & GREASE	XPRESS LUBE	15- OC 09/02/2020	54123	10/01/20	59.85	78233
101-301-749.00	VEHICLE REPAIRS	BAYSHORE TIRE & AUTO	14-1 TAOHE STEERING SENSOR R&R	35683	09/25/20	356.70	77946
101-301-749.00	VEHICLE REPAIRS	BAYSHORE TIRE & AUTO	16-1 TIRE SWAP	35829	10/05/20	40.00	78027
101-301-751.00	UNIFORMS	HEIGES PERFORMANCE, I	US DODGE RAM 76018 MILES	013347	10/05/20	1,171.50	78063
101-301-751.00	UNIFORMS	VISA=TED SCHENDEL	REPRS/OFF SUPP/T&S/UNIF/FUEL/ EUIP	09292020 7419	10/24/20	255.41	78133
101-301-850.00	TELEPHONE	VISA=TSCHENDEL 7161	UNIFORMS	09292020 7161	10/24/20	42.14	78134
101-301-850.00	TELEPHONE	VERIZON WIRELESS	CELL PHONES	9862753101	09/24/20	743.65	78003
101-301-961.00	TRAINING & SCHOOLS	CHARTER COMMUNICATION	SERVICE 09/21 TO 10/20/20	0010078092120	10/08/20	45.08	78045
101-301-967.02	PROJECT EXPENSES - DOJ G	VISA=TED SCHENDEL	REPRS/OFF SUPP/T&S/UNIF/FUEL/ EUIP	09292020 7419	10/24/20	299.70	78133
101-301-970.00	EQUIPMENT	AMAZON CAPITAL SERVIC	PHONE ACCESSORIES	1NKN-D69N-HWM3	11/01/20	31.96	78144
101-301-970.00	EQUIPMENT	AXON ENTERPRISES INC	SHERIFF EQUIPMENT	00000025057	10/05/20	4,047.50	77945
101-301-970.00	EQUIPMENT	CMP DISTRIBUTORS	4 VESTS - JAIL / 2 SHERIFF = 6 TO	64978	10/03/20	1,006.59	78046
101-301-970.00	EQUIPMENT	VISA=TED SCHENDEL	REPRS/OFF SUPP/T&S/UNIF/FUEL/ EUIP	09292020 7419	10/24/20	386.71	78133
101-301-970.00	EQUIPMENT	CORO MEDICAL	AED BATTERY 15-1	PS-INVI121368	10/15/20	355.50	78165
101-301-970.06	EQUIPMENT	GRAND TRAVERSE MOBILE	18.2 CAMERA INSTALL	54536	11/05/20	670.38	78178
101-301-970.06	EQUIPMENT - COMPUTERS	AMAZON CAPITAL SERVIC	COMP EUIP/MED GOWNS	176Y-WGGG-HHQW	10/17/20	413.94	77942
101-301-970.06	EQUIPMENT - COMPUTERS	AMAZON CAPITAL SERVIC	COMPUTER CABLES	1JW7-G9G7-GRL4	10/17/20	31.98	77942
101-301-970.08	EQUIPMENT-PHYSICAL TRAIN	LEGEND FITNESS	PREACHER CURL - GYM	PACK09302020	10/15/20	500.00	78196
101-301-980.00	VEHICLE EQUIPMENT -	DIGITAL-ALLY	CAMERA	1114414	10/18/20	4,055.00	78051
Total For Dept 301 SHERIFF						15,266.13	
Dept 333 SECONDARY ROAD PATROL							
101-333-725.00	FRINGE BENEFITS	BLUE CARE NETWORK	EMPLOYEE BCN COVERAGE FOR OCTOBER	202200036456	09/24/20	1,132.86	77950
Total For Dept 333 SECONDARY ROAD PATROL						1,132.86	
Dept 426 EMERGENCY MANAGEMENT							
101-426-725.00	FRINGE BENEFITS	BLUE CARE NETWORK	EMPLOYEE BCN COVERAGE FOR OCTOBER	202200036456	09/24/20	453.14	77950
101-426-850.00	TELEPHONE	VERIZON WIRELESS	CELL PHONES	9862753100	10/01/20	43.68	78126
101-426-957.00	MISCELLANEOUS	CHARTER COMMUNICATION	SPECTRUM BUSINESS SEPTEMBER BILLIN	0010110091320	09/24/20	103.95	77954
Total For Dept 426 EMERGENCY MANAGEMENT						600.77	
Dept 601 HEALTH DEPARTMENT							
101-601-836.00	APPROPRIATIONS	BENZIE LEELANAU HEALT	4TH QTR APPROPRIATION	09182020	09/24/20	59,925.50	77948
Total For Dept 601 HEALTH DEPARTMENT						59,925.50	

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Fund 101 GENERAL FUND							
Dept 648 MEDICAL EXAMINER							
101-648-800.00	CONTRACTED SERVICES	MANISTEE COUNTY - ADM	SHARED COURT EXPENSES	093020	10/01/20	2,005.39	78086
101-648-835.00	LAB FEES	MCLAREN MEDICAL LABOR	LAB FEES	2015.12	09/24/20	56.00	77985
			Total For Dept 648 MEDICAL EXAMINER			2,061.39	
Dept 649 MENTAL HEALTH							
101-649-836.00	APPROPRIATIONS	CENTRA WELLNESS NETWO	MONTHLY APPROPRIATIONS - OCT	1034	10/08/20	10,006.17	78163
			Total For Dept 649 MENTAL HEALTH			10,006.17	
Dept 728 INTERGOVERNMENTAL							
101-728-885.00	LIQUOR TAX - NO MI REG E	NORTHERN MICHIGAN REG	3RD QTR LIQUOR TAX PORTION DUE	3RD QTR	09/24/20	16,765.50	77992
			Total For Dept 728 INTERGOVERNMENTAL			16,765.50	
Dept 751 PARKS & RECREATION DEPARTMENT							
101-751-721.00	PER DIEM	DEMITROFF, CATHY	PARKS & REC PER DIEM	092920	10/08/20	35.00	78169
101-751-721.00	PER DIEM	DUPERRON, SEAN	PARKS & REC PER DIEM	092920	10/08/20	35.00	78171
101-751-721.00	PER DIEM	HOOGTERP, EDWARD	PARKS & REC PER DIEM	092920	10/08/20	35.00	78183
101-751-721.00	PER DIEM	KRAUS, CHARLES	PARKS & REC PER DIEM	092920	10/08/20	35.00	78193
101-751-721.00	PER DIEM	MICK, TED	PARKS & REC PER DIEM	092920	10/08/20	35.00	78207
101-751-721.00	PER DIEM	PEACOCK, TAD	PARKS & REC PER DIEM	092920	10/08/20	35.00	78214
101-751-721.00	PER DIEM	SKURDALL, BARBARA	PARKS & REC PER DIEM	092920	10/08/20	35.00	78222
101-751-721.00	PER DIEM	ZENKER, SUSAN K.	PARKS & REC PER DIEM	092920	10/08/20	35.00	78234
101-751-800.00	CONTRACTED SERVICES	BENZIE CONSERVATION D	TRAIL MAINTENANCE	414	10/01/20	255.00	78028
101-751-800.00	CONTRACTED SERVICES	BENZIE CONSERVATION D	ZADA PRICE PARK SIGN & SHORELINE B	415	10/01/20	450.04	78028
101-751-804.00	RECORDING SERVICES	LEACH, KASSIE	PARKS & REC RECORDING SERVICES	092920	10/08/20	75.00	78195
101-751-860.00	TRAVEL	DEMITROFF, CATHY	PARKS & REC MILEAGE	092920	10/08/20	5.75	78169
101-751-860.00	TRAVEL	DUPERRON, SEAN	PARKS & REC MILEAGE	092920	10/08/20	9.78	78171
101-751-860.00	TRAVEL	HOOGTERP, EDWARD	PARKS & REC MILEAGE	092920	10/08/20	1.73	78183
101-751-860.00	TRAVEL	KRAUS, CHARLES	PARKS & REC MILEAGE	092920	10/08/20	12.65	78193
101-751-860.00	TRAVEL	LEACH, KASSIE	PARKS & REC MILEAGE	092920	10/08/20	4.60	78195
101-751-860.00	TRAVEL	MICK, TED	PARKS & REC MILEAGE	092920	10/08/20	8.05	78207
101-751-860.00	TRAVEL	PEACOCK, TAD	PARKS & REC MILEAGE	092920	10/08/20	2.30	78214
101-751-860.00	TRAVEL	SKURDALL, BARBARA	PARKS & REC MILEAGE	092920	10/08/20	1.73	78222
101-751-860.00	TRAVEL	ZENKER, SUSAN K.	PARKS & REC MILEAGE	092920	10/08/20	5.75	78234
			Total For Dept 751 PARKS & RECREATION DEPARTMENT			1,112.38	
Dept 852 MEDICAL INSURANCE							
101-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	EMPLOYEE BCN COVERAGE FOR OCTOBER	202200036456	09/24/20	33,715.82	77950
101-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CROSS BLUE SHIEL	BCBS INSURANCE FOR EMPLOYEES OCTOB	OCTOBER 2020	10/01/20	971.86	78036
101-852-717.00	MEDICAL/DENTAL/VISION IN	CONQUEST, JEFF	RETIREE HEALTH SUPPLEMENT BENEFIT	100120	10/01/20	175.00	78047
101-852-717.00	MEDICAL/DENTAL/VISION IN	KOSIBOSKI, JEFFREY	RETIREE HEALTH SUPPLEMENT BENEFIT	100120	10/01/20	175.00	78077
101-852-717.00	MEDICAL/DENTAL/VISION IN	LAUTENBACH, LORI	RETIREE HEALTH SUPPLEMENT BENEFIT	100120	10/01/20	175.00	78081
101-852-717.00	MEDICAL/DENTAL/VISION IN	TUCKER, DAVID	MONTHLY RETIREE HEALTHCARE SUPPLEM	100120	10/01/20	175.00	78123
101-852-717.01	MEDICAL INSURANCE TO MAN	MANISTEE COUNTY - ADM	SHARED COURT EXPENSES	093020	10/01/20	1,401.93	78086
			Total For Dept 852 MEDICAL INSURANCE			36,789.61	
Dept 966 TRANSFER OUT							
101-966-999.24	TRANSFER TO AIRPORT AUTH	FRANKFORT CITY-COUNTY	FCCAA ADMINISTRATOR CONTRIBUTION	1314	10/08/20	12,000.00	78174
			Total For Dept 966 TRANSFER OUT			12,000.00	
			Total For Fund 101 GENERAL FUND			243,123.13	
Fund 205 TNT OFFICER MILLAGE FUND							
205-000-725.00	FRINGE BENEFITS	BLUE CARE NETWORK	EMPLOYEE BCN COVERAGE FOR OCTOBER	202200036456	09/24/20	1,132.86	77950

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Fund 205 TNT OFFICER MILLAGE FUND							
Dept 000							
205-000-748.00	GAS, OIL & GREASE	WEX BANK	08/16 TO 09/15/20 FUEL	67582237	10/07/20	31.10	78017
205-000-840.00	INTELL/INVESTIGATIONS	COVERTRACK GROUP	STEALTH 5 TRACKER	40890	11/05/20	910.00	78166
205-000-840.00	INTELL/INVESTIGATIONS	TRANSUNION RISK & ALT	SEPT 2020 INTEL	939561-20209-1	11/15/20	50.00	78226
205-000-853.00	CELLULAR PHONES-TNT	VERIZON WIRELESS	CELL PHONES	9862753101	09/24/20	261.42	78003
			Total For Dept 000			2,385.38	
			Total For Fund 205 TNT OFFICER MILLAGE FUND			2,385.38	
Fund 206 SHERIFF'S K-9 FUND							
Dept 000							
206-000-967.00	PROJECT EXPENSES	PLATTE LAKE VETERINAR	K9 EXPENSE	297419	10/05/20	378.00	78106
			Total For Dept 000			378.00	
			Total For Fund 206 SHERIFF'S K-9 FUND			378.00	
Fund 209 SCHOOL RESOURCE OFFICER							
Dept 000							
209-000-725.00	FRINGE BENEFITS	BLUE CARE NETWORK	EMPLOYEE BCN COVERAGE FOR OCTOBER	202200036456	09/24/20	377.62	77950
			Total For Dept 000			377.62	
			Total For Fund 209 SCHOOL RESOURCE OFFICER			377.62	
Fund 213 JAIL OPERATIONS FUND							
Dept 265 BUILDING & GROUNDS							
213-265-783.00	EQUIP. SERVICES & SUPPLI	AMAZON CAPITAL SERVIC	JAIL VACUUM	1G1Y-WYWT-N4H6	10/26/20	322.91	78022
213-265-783.00	EQUIP. SERVICES & SUPPLI	KSS ENTERPRISES	LINERS, TP, PT HND SANITZR	1254957 CM12565	10/21/20	355.64	78078
213-265-783.00	EQUIP. SERVICES & SUPPLI	KSS ENTERPRISES	LINERS	1255652	10/24/20	85.32	78078
213-265-783.00	EQUIP. SERVICES & SUPPLI	LARSENS LANDSCAPING	FERT APPL 09182020	68148	10/23/20	89.00	78080
213-265-783.00	EQUIP. SERVICES & SUPPLI	NUGENT ACE HARDWARE	HOOKS	1444 SEPT 2020	10/25/20	19.98	78098
213-265-783.00	EQUIP. SERVICES & SUPPLI	AMAZON CAPITAL SERVIC	CLOCK	1TFP-N9RX-4MEK	11/04/20	37.10	78144
213-265-850.00	TELEPHONE	ORKIN	ANNUAL FEE	26397595 ANNUAL	10/20/20	704.76	78213
213-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELL PHONES	9862753101	09/24/20	92.36	78003
213-265-923.00	FUEL - NATURAL GAS	DTE ENERGY	0813 TO 091420 NAT GAS	9862753099	09/24/20	48.68	78003
213-265-935.00	JAIL REPAIRS	JOHNSON CONTROLS FIRE	CONTROL BOARD	910020929204 AU	10/06/20	238.38	77967
213-265-935.00	JAIL REPAIRS	VISA=TED SCHENDEL	REPRS/OFF SUPP/T&S/UNIF/FUEL/ EUIP	87101406	10/05/20	998.00	78073
213-265-935.00	JAIL REPAIRS	WINDEMULLER	2 DROPS - JAIL	09292020 7419	10/24/20	412.17	78133
			Total For Dept 265 BUILDING & GROUNDS	206687	10/09/20	476.42	78137
						3,880.72	
Dept 351 JAIL - CORRECTIONS							
213-351-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVIC	TONER - JAIL CHK PRNTR	176Y-W6GG-FFFX	10/17/20	126.49	77942
213-351-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVIC	DRUM - CHK PNTR JAIL	1NF6-C4PL-4RRN	10/17/20	123.00	77942
213-351-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVIC	OFF SUPP	11X7-MGQR-1LGW	10/21/20	239.38	78022
213-351-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVIC	OFF SUP/INK KITCHEN	13LX-37Q7-Q6GQ	10/22/20	35.14	78022
213-351-727.00	OFFICE SUPPLIES	VISA=DAN SMITH	OFF SUPP/ UNI/T&S	09292020 7195	10/24/20	168.22	78129
213-351-742.00	KITCHEN SUPPLIES	AMAZON CAPITAL SERVIC	OFF SUP/INK KITCHEN	13LX-37Q7-Q6GQ	10/22/20	76.99	78022
213-351-748.00	GAS, OIL & GREASE	WEX BANK	08/16 TO 09/15/20 FUEL	67582237	10/07/20	58.46	78017
213-351-748.00	GAS, OIL & GREASE	VISA=TED SCHENDEL	REPRS/OFF SUPP/T&S/UNIF/FUEL/ EUIP	09292020 7419	10/24/20	38.28	78133
213-351-751.00	UNIFORMS	LOUIS JOHNSON	BOOT ALLOWANCE	09222020	09/28/20	150.00	77983
213-351-751.00	UNIFORMS	VISA=DAN SMITH	OFF SUPP/ UNI/T&S	09222020	10/24/20	159.50	78129
213-351-751.00	UNIFORMS	AMAZON CAPITAL SERVIC	UNIFORMS	1MVT-WQ3W-VKWP	10/30/20	140.37	78144
213-351-751.00	UNIFORMS	AMAZON CAPITAL SERVIC	SKAGGS BOOTS	1176-41DD-MFY1	10/31/20	94.99	78144
213-351-751.00	UNIFORMS	AMAZON CAPITAL SERVIC	BOOTS - BEEMAN	1PLP-LNXY-DDPQ	11/01/20	169.95	78144
213-351-834.00	PRISONER MEDICAL - BENZI	ALL ACCESS CARE PLLC	AUG 2020 MEDICAL JAIL	48824	09/24/20	11,258.06	77941

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Fund 213 JAIL OPERATIONS FUND							
Dept 351 JAIL - CORRECTIONS							
213-351-834.00	PRISONER MEDICAL - BENZI	AMAZON CAPITAL SERVIC	COMP EUIP/MED GOWNS	176Y-W6GG-HHOW	10/17/20	176.40	77942
213-351-834.00	PRISONER MEDICAL - BENZI	AMAZON CAPITAL SERVIC	MASKS - JAIL MEDICAL	131X-37Q7-6FFT	10/21/20	289.50	77942
213-351-860.00	TRAVEL	AMBER BEEMAN	LUNCH ALLOWANCE - ACADEMY (4 WEEKS)	STIPEND	10/01/20	300.00	78025
213-351-860.00	TRAVEL	MELISSA DECLAIRE	LUNCH ALLOWANCE-ACADEMY (4 WEEKS)	STIPEND	10/01/20	300.00	78091
213-351-865.00	PRISONER TRANSFER	BENZIE COUNTY SHERIFF	PETTY CASH SEPT 2020	PC 09302020	10/05/20	25.00	78032
213-351-940.20	EQUIPMENT LEASE - COPIER	TEAM FINANCIAL GROUP,	COPIER CONTRACT SEPT 2020	00038720	10/19/20	461.25	78224
213-351-961.00	TRAINING & SCHOOLS	BENZIE COUNTY SHERIFF	PETTY CASH SEPT 2020	PC 09302020	10/05/20	35.00	78032
213-351-961.00	TRAINING & SCHOOLS	VISA=DAN SMITH	OFF SUPP/ UNI/T&S	09292020 7195	10/24/20	270.00	78129
213-351-961.00	TRAINING & SCHOOLS	VISA=TED SCHENDEL	REPRS/OFF SUPP/T&S/UNIF/FUEL/ EUIP	09292020 7419	10/24/20	1,004.19	78133
213-351-963.00	COMPUTER EQUIPMENT	VISA=TED SCHENDEL	REPRS/OFF SUPP/T&S/UNIF/FUEL/ EUIP	09292020 7419	10/24/20	152.85	78133
213-351-970.00	EQUIPMENT	AMAZON CAPITAL SERVIC	SHELL HOLDER	1W9P-CD9L-9WGC	10/19/20	29.99	77942
213-351-970.00	EQUIPMENT	LESS LETHAL LLC	TASER VEST NOVA LACKABLE TRANSPORT	IN4890	09/30/20	1,000.00	77980
213-351-970.00	EQUIPMENT	CMP DISTRIBUTORS	4 VESTS - JAIL / 2 SHERIFF = 6 TO	64978	10/03/20	3,942.00	78046
Total For Dept 351 JAIL - CORRECTIONS						20,825.01	
Dept 852 MEDICAL INSURANCE							
213-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	EMPLOYEE BCN COVERAGE FOR OCTOBER	202200036456	09/24/20	9,591.54	77950
Total For Dept 852 MEDICAL INSURANCE						9,591.54	
Total For Fund 213 JAIL OPERATIONS FUND						34,297.27	
Fund 214 EMERGENCY MEDICAL SERVICES (EMS) FUND							
Dept 265 BUILDING & GROUNDS							
214-265-750.00	MAINTENANCE SUPPLIES	MI PEST	ST 2 PEST SERVICE	19287	09/24/20	60.00	77989
214-265-750.00	MAINTENANCE SUPPLIES	MI PEST	ST 3 PEST CONTROL	20016	09/24/20	50.00	77989
214-265-750.00	MAINTENANCE SUPPLIES	MI PEST	ST 2 PEST CONTROL	20118	09/24/20	60.00	77989
214-265-750.00	MAINTENANCE SUPPLIES	NUGENT ACE HARDWARE	CLEANER	173684	09/24/20	17.98	77993
214-265-750.00	MAINTENANCE SUPPLIES	FRANKFORT HARDWARE	37194, 37193, 37052, 37011, 36918	K37482	10/08/20	80.18	78175
214-265-850.01	INTERNET SERVICE	CHARTER COMMUNICATION	ST 3 CABLE, INTERNET AND PHONES	0016011090120	09/24/20	260.75	77953
214-265-850.01	INTERNET SERVICE	DIRECT TV	ST 2 TV	37758520953	09/24/20	162.98	77964
214-265-850.01	INTERNET SERVICE	CENTURYLINK	INTERNET SERVICE	404669354	10/01/20	303.75	78044
214-265-853.00	CELLULAR PHONES	VISA=THOMAS KING	VISA BILL	10-10-20	09/24/20	59.95	78014
214-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELL PHONES	9862753100	10/01/20	1,055.59	78126
214-265-922.00	WATER & SEWER	CITY OF FRANKFORT	ST 3 WATER	9-27-20	09/24/20	237.05	77955
214-265-922.00	WATER & SEWER	MCCARDEL WATER CONDIT	ST 3 DRINKING WATER	10-20-20	10/08/20	52.50	78204
214-265-923.00	FUEL - PROPANE GAS	DTE ENERGY	1901 THOMPSONVILLE RD	920005954614	09/24/20	41.54	77966
214-265-923.00	FUEL - PROPANE GAS	DTE ENERGY	227 PINE LANE, FRANKFORT	910020931077	09/24/20	48.86	77966
214-265-970.00	EQUIPMENT & REPAIR	GRAND TRAVERSE MOBILE	54207A32 INVERTER REPAIR, A34 AND	54205	09/24/20	536.50	77973
Total For Dept 265 BUILDING & GROUNDS						3,027.63	
Dept 655 ADVANCED LIFE SUPPORT (ALS)							
214-655-721.00	PER DIEM	DAGNEAU-BATES, MARTHA	EMS ADVISORY PER DIEM	092120	09/24/20	35.00	77961
214-655-721.00	PER DIEM	FRANKE, JIM	EMS ADVISORY PER DIEM	092120	09/24/20	35.00	77971
214-655-721.00	PER DIEM	JOWETT, GAYLORD	EMS ADVISORY PER DIEM	092120	09/24/20	35.00	77978
214-655-721.00	PER DIEM	MARKEY, TIM	EMS ADVISORY PER DIEM	092120	09/24/20	35.00	77984
214-655-721.00	PER DIEM	MEAD, MICHAEL	EMS ADVISORY PER DIEM	092120	09/24/20	35.00	77987
214-655-721.00	PER DIEM	MERRILL, ELIZABETH	EMS ADVISORY PER DIEM	092120	09/24/20	35.00	77988
214-655-727.00	OFFICE SUPPLIES	VISA=THOMAS KING	VISA BILL	10-10-20	09/24/20	199.00	78014
214-655-727.00	OFFICE SUPPLIES	TEAM FINANCIAL GROUP,	EMS COPIER	40029846	10/08/20	189.93	78224
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	L MED SUPPLIES	83748627	09/24/20	674.84	77952
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	L MED SUPPLIES	83774503	09/24/20	179.00	77952
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	L MED SUPPLIES	83781126	09/24/20	707.68	77952
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	L MED SUPPLIES	83770645	10/01/20	378.34	78039

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Fund 214	EMERGENCY MEDICAL SERVICES (EMS) FUND						
Dept 655	ADVANCED LIFE SUPPORT (ALS)						
214-655-735.00	MEDICAL SUPPLIES	MUNSON MEDICAL CENTER	MARCH AND JUNE PHARMACY CHARGES	8-31-20	10/07/20	735.00	78208
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	MED SUPPLIES	83797992	10/08/20	117.00	78160
214-655-748.00	GAS, OIL & GREASE	BENZIE CREDIT CARD	SHELL FUEL	67537068	09/24/20	383.36	77998
214-655-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	SEPTEMBER FUEL	1361	10/07/20	1,611.35	78153
214-655-749.00	VEHICLE REPAIRS	BENZIE TRANSPORTATION	A32 RADIATOR HOSE REPLACE	2437	09/24/20	236.02	77949
214-655-749.00	VEHICLE REPAIRS	VISA=THOMAS KING	VISA BILL	10-10-20	09/24/20	85.00	78014
214-655-749.00	VEHICLE REPAIRS	VALLEY TRUCK PARTS	A21 FRONT END ALIGNMENT AND OIL C	2-1224702	10/01/20	1,082.31	78125
214-655-751.00	UNIFORMS	DA DESIGNS	TSHIRTS	5144	09/24/20	657.00	77960
214-655-751.00	UNIFORMS	BAY SUPPLY & MARKETIN	SASHA AND ROSE EMBROIDERY ON SWEAT	60475	10/08/20	29.00	78149
214-655-751.00	UNIFORMS	TELE-RAD, INC.	JOB SHIRTS FOR COURTNEY AND SASHA	899328	10/08/20	63.98	78225
214-655-800.01	CONTRACTED SERVICES - BI	LAURA BOOTS	AUGUST BILLING	899337	10/08/20	79.99	78225
214-655-820.00	QA ASSESSMENTS	NORTH FLIGHT, INC.	CLIA PROGRAM	BEN0820	09/24/20	3,425.00	77991
214-655-860.00	TRAVEL	DAGNEAU-BATES, MARTHA	EMS ADVISORY MILEAGE	10-23-20	09/24/20	180.00	77956
214-655-860.00	TRAVEL	FRANKE, JIM	EMS ADVISORY MILEAGE	092120	09/24/20	20.93	77961
214-655-860.00	TRAVEL	MARKEY, TIM	EMS ADVISORY MILEAGE	092120	09/24/20	5.75	77971
214-655-860.00	TRAVEL	MEAD, MICHAEL	EMS ADVISORY MILEAGE	092120	09/24/20	11.50	77984
214-655-961.00	TRAINING & SCHOOLS	VISA=THOMAS KING	VISA BILL	10-10-20	09/24/20	8.05	77987
214-655-961.00	TRAINING & SCHOOLS	VISA=MICHELLE THOMPSON	ACLS COURSE	CPR/EMS	09/24/20	964.00	78014
214-655-961.00	TRAINING & SCHOOLS	DLC EDUCATING	SEPTEMBER PALS AND ACLS INSTRUCTOR	10-3-2020	10/01/20	792.00	78131
214-655-970.00	EQUIPMENT	STRYKER FLEX FINANCIA	INSTALLMENT PAYMENT-MONITORS	185996	10/08/20	650.00	78170
214-655-970.00	EQUIPMENT	ALADTEC, INC.	ANNUAL SCHEDULE PROGRAM INVOICE	2020-2483	10/01/20	3,945.51	78116
			Total For Dept 655 ADVANCED LIFE SUPPORT (ALS)		10/08/20	2,674.00	78143
Dept 852	MEDICAL INSURANCE					20,295.54	
214-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	EMPLOYEE BCN COVERAGE FOR OCTOBER	202200036456	09/24/20	13,216.66	77950
			Total For Dept 852 MEDICAL INSURANCE			13,216.66	
Fund 220	MARINE PATROL FUND						
Dept 000							
220-000-748.00	GAS, OIL & GREASE	CITY OF FRANKFORT	MARINE FUEL	2846	09/25/20	4.65	77955
220-000-749.00	VEHICLE REPAIRS	BAYSHORE TIRE & AUTO	12-1 TIRES	35777	09/28/20	522.08	78027
			Total For Dept 000			526.73	
Fund 228	SOLID WASTE/RECYCLING FUND						
Dept 000							
228-000-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	FUEL FOR SEPTEMBER	1360	10/08/20	76.96	78155
228-000-800.00	CONTRACTED SERVICES	AMERICAN WASTE	RECYCLE SERVICES SEPTEMBER 2020	3937561	10/08/20	14,466.26	78145
228-000-850.00	TELEPHONE	VERIZON WIRELESS	CELL PHONES	9862753099	09/24/20	43.68	78003
228-000-900.00	PUBLIC RELATIONS-PRINTS/	PIONEER GROUP	EVENT ADVERTISEMENT	302170500	10/01/20	200.00	78104
228-000-900.00	PUBLIC RELATIONS-PRINTS/	BENZIE TRANSPORTATION	BUS WRAP AD	2439	10/08/20	187.50	78157
228-000-930.00	EQUIPMENT REPAIR	ULINE	COLLECTION SUPPLIES	124383967	10/01/20	556.15	78124
			Total For Dept 000			15,530.55	
Dept 852	MEDICAL INSURANCE						
228-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	EMPLOYEE BCN COVERAGE FOR OCTOBER	202200036456	09/24/20	377.62	77950
			Total For Dept 852 MEDICAL INSURANCE			377.62	
			Total For Fund 228 SOLID WASTE/RECYCLING FUND			15,908.17	

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Fund 230 BETSIE VALLEY TRAIL MANAGEMENT FUND Dept 000							
230-000-957.30	LANDSCAPE/TRAIL MAINTENANCE	GILLISON EXCAVATING	BETSIE BIKE TRAIL SHOULDER REPAIR	43763	09/24/20	1,313.50	77972
			Total For Dept 000			1,313.50	
			Total For Fund 230 BETSIE VALLEY TRAIL MANAGEMENT			1,313.50	
Fund 231 SOIL EROSION (SESSC) FUND Dept 723 SOIL EROSION CONTROL 231-723-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	PERMITS-SEPTEMBER	2160	10/08/20	4,800.00	78147
			Total For Dept 723 SOIL EROSION CONTROL			4,800.00	
			Total For Fund 231 SOIL EROSION (SESSC) FUND			4,800.00	
Fund 247 ANIMAL CONTROL FUND Dept 265 BUILDING & GROUNDS							
247-265-782.00	MAINTENANCE SUPPLIES	GILBERT SALES AND SER	NEW POWERWASHER SPRAYER NOZZLE	73529	10/01/20	103.50	78060
247-265-782.00	MAINTENANCE SUPPLIES	NUGENT ACE HARDWARE	SCREWS/ STRAINER/ WAX RING	174300	10/01/20	39.95	78097
247-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELL PHONES	9862753099	09/24/20	97.36	78003
247-265-924.00	ELECTRIC & HEATING	CONSUMERS ENERGY	ELECTRIC FOR SEPT	205100058447	10/01/20	228.07	78048
247-265-924.00	ELECTRIC & HEATING	DTE ENERGY	GAS FOR SEPT	910020929329	10/01/20	53.41	78054
247-265-935.00	BUILDING REPAIRS	LAKE ANN EXTERIORS	SIDING FOR SHELTER	9/22/2020	10/01/20	3,291.00	78079
			Total For Dept 265 BUILDING & GROUNDS			3,813.29	
Dept 430 ANIMAL CONTROL							
247-430-727.00	OFFICE SUPPLIES	VISA=KYLE MAURER	GAS FOR MOWER/PAINT MARKERS FOR TR	5542	09/24/20	40.00	78010
247-430-727.00	OFFICE SUPPLIES	VISA=KYLE MAURER	GLOVES FOR SHELTER	0000	09/24/20	72.63	78010
247-430-748.00	GAS, OIL & GREASE	VISA=KYLE MAURER	GAS FOR MOWER/PAINT MARKERS FOR TR	5542	09/24/20	2.60	78010
247-430-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	GAS - SEPT	1362	10/08/20	309.51	78154
247-430-835.20	VET & DRUG FEES	BETSIE RIVER VETERINA	44-20C NEUTER AND VACC/47/20C NEUT	76012	10/08/20	416.50	78158
247-430-835.30	LIVESTOCK EXPENSES	ROGER KNAPP	BOARDING AND FEED FOR SMITH CASE H	10-2020	10/08/20	510.00	78220
247-430-945.20	DISPOSALS & BURIALS	AMERICAN WASTE	TRASH BILL FOR OCT	3876206	10/08/20	16.00	78145
247-430-970.00	EQUIPMENT	VISA=KYLE MAURER	GAS FOR MOWER/PAINT MARKERS FOR TR	5542	09/24/20	1,071.96	78010
			Total For Dept 430 ANIMAL CONTROL			2,439.20	
Dept 852 MEDICAL INSURANCE							
247-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	EMPLOYEE BCN COVERAGE FOR OCTOBER	202200036456	09/24/20	1,510.48	77950
			Total For Dept 852 MEDICAL INSURANCE			1,510.48	
			Total For Fund 247 ANIMAL CONTROL FUND			7,762.97	
Fund 249 BUILDING DEPARTMENT FUND Dept 371 BUILDING INSPECTOR 249-371-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	PERMITS-SEPTEMBER	2160	10/08/20	18,090.00	78147
			Total For Dept 371 BUILDING INSPECTOR			18,090.00	
Dept 372 PLUMBING INSPECTOR 249-372-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	PERMITS-SEPTEMBER	2160	10/08/20	4,330.00	78147
			Total For Dept 372 PLUMBING INSPECTOR			4,330.00	
Dept 373 MECHANICAL INSPECTOR 249-373-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	PERMITS-SEPTEMBER	2160	10/08/20	7,475.00	78147
			Total For Dept 373 MECHANICAL INSPECTOR			7,475.00	
Dept 375 ELECTRICAL INSPECTOR 249-375-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	PERMITS-SEPTEMBER	2160	10/08/20	8,510.00	78147

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Fund 249 BUILDING DEPARTMENT FUND Dept 375 ELECTRICAL INSPECTOR							
Fund 256 REG OF DEEDS AUTOMATION FUND Dept 000	RECORD CONVERSIONS	FIDLAR TECHNOLOGIES I	BASTION SERVICE 4TH QUARTER 2020	0870888-IN	10/01/20	2,650.00	78058
256-000-800.00			Total For Dept 000			2,650.00	
			Total For Fund 256 REG OF DEEDS AUTOMATION FUND			2,650.00	
Fund 259 INDIGENT DEFENSE COUNSEL Dept 000	COUNTY SHARE TO MANISTEE	MANISTEE COUNTY	MIDC 1ST QUARTER PAYMENT	100120	10/01/20	22,961.75	78085
259-000-720.00			Total For Dept 000			22,961.75	
			Total For Fund 259 INDIGENT DEFENSE COUNSEL			22,961.75	
Fund 261 911 EMERGENCY SERVICE FUND Dept 325 DISPATCH/COMMUNICATION	OFFICE SUPPLIES	VISA=RHUBERS	CENTRAL DISPATCH SEPTEMBER VISA CH 0975		09/24/20	587.92	78013
261-325-727.00			911 MONTHLY SERVICE AND MAINTENANC 1581		10/08/20	938.00	78232
261-325-830.00			PRE EMPLOYMENT DRUG AND HEARING SC 252146		10/01/20	82.00	78119
261-325-956.00			Total For Dept 325 DISPATCH/COMMUNICATION			1,607.92	
Dept 852 MEDICAL INSURANCE 261-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	EMPLOYEE BCN COVERAGE FOR OCTOBER	202200036456	09/24/20	5,157.04	77950
			Total For Dept 852 MEDICAL INSURANCE			5,157.04	
Dept 966 TRANSFER OUT 261-966-999.00	CONTINGENCY	GRAND TRAVERSE MOBILE	3 MOBILE RADIOS FOR BCSO REPLACMEN	54263	10/01/20	9,840.00	78062
			Total For Dept 966 TRANSFER OUT			9,840.00	
			Total For Fund 261 911 EMERGENCY SERVICE FUND			16,604.96	
Fund 263 LOCAL CORRECTION OFFICER'S TRAINING FUND Dept 362 OTHER CORRECTIONS ACTIVITIES	TRAINING & SCHOOLS	KNRCONTROL, LLC	PPCT/HFS INSTRUCTOR - COOPER	LAKESHORE 102	10/10/20	550.00	78192
263-362-961.00			CO ACADEMY BEEMAN AND DECLAIRE	11797	10/15/20	3,000.00	78231
263-362-961.00			Total For Dept 362 OTHER CORRECTIONS ACTIVITIES			3,550.00	
			Total For Fund 263 LOCAL CORRECTION OFFICER'S TR			3,550.00	
Fund 276 COMMISSION ON AGING MILLAGE FUND Dept 000	CONTRACTED SERVICES	BENZIE SENIOR RESOURC	MONTHLY PYMT FOR CONTRACTED SERVICE	100120	10/01/20	96,453.33	78034
276-000-800.00			Total For Dept 000			96,453.33	
			Total For Fund 276 COMMISSION ON AGING MILLAGE F			96,453.33	
Fund 292 CHILD CARE FUND Dept 000	SALARY - CASEWORKER	MANISTEE COUNTY - ADM	SHARED COURT EXPENSES	093020	10/01/20	4,150.97	78086
292-000-704.02			FRINGE BENEFITS - JUVENI	093020	10/01/20	758.73	78086
292-000-725.00			FRINGE BENEFITS - CASEWO	093020	10/01/20	2,029.19	78086
292-000-725.06							

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Fund 292 CHILD CARE FUND							
Dept 000							
292-000-840.95	IN HOME CARE MISC.	ROBINSON, KELLIE	MILEAGE PHONE INCENTIVES REIM	SEPT 9/30	10/01/20	43.77	78108
292-000-850.00	TELEPHONE	CAMERON CLARK	MILEAGE PHONE REIM		10/01/20	50.00	78041
292-000-850.00	TELEPHONE	ROBINSON, KELLIE	MILEAGE PHONE INCENTIVES REIM	SEPT	10/01/20	50.00	78108
292-000-860.00	TRAVEL/GAS CARDS	ROBINSON, KELLIE	MILEAGE PHONE INCENTIVES REIM	SEPT	10/01/20	115.46	78108
292-000-862.01	INCENTIVES	ROBINSON, KELLIE	MILEAGE PHONE INCENTIVES REIM	SEPT	10/01/20	221.35	78108
292-000-862.03	SUBSTANCE ABUSE COUNSELING	CATHOLIC HUMAN SERVIC	SUB ABUSE COUNSELING	SUMMER	10/01/20	19.20	78042
			Total For Dept 000			7,438.67	
			Total For Fund 292 CHILD CARE FUND			7,438.67	
Fund 293 VETERAN'S RELIEF FUND							
Dept 000							
293-000-727.00	OFFICE SUPPLIES	FED EX	SHIPPING FOR VA	7-124-06866	09/24/20	35.90	77968
293-000-839.10	VETERANS FINANCIAL AID	CONSUMERS ENERGY	VETERANS BENEFIT	103004846004	09/24/20	107.57	77957
293-000-839.10	VETERANS FINANCIAL AID	COYNE OIL & PROPANE	VETERANS BENEFIT	379041	09/24/20	327.02	77958
293-000-839.10	VETERANS FINANCIAL AID	CRYSTAL FLASH	ACCT# 094284600 / VETERAN BENEFIT	09212020	09/24/20	380.55	77959
293-000-839.10	VETERANS FINANCIAL AID	VISA-MICHELLE THOMPSON	PELLETS FOR VETERAN	09232020	09/24/20	613.50	78011
293-000-955.00	CONVENTIONS & MEETINGS	MACVC	2021 MEMBERSHIP DUES	10062020	10/08/20	75.00	78200
293-000-955.00	CONVENTIONS & MEETINGS	NACVSO	2021 MEMBERSHIP DUES	10062020	10/08/20	50.00	78209
			Total For Dept 000			1,589.54	
			Total For Fund 293 VETERAN'S RELIEF FUND			1,589.54	
Fund 296 JUVENILE JUSTICE FUND							
Dept 000							
296-000-800.00	CONTRACTUAL SERVICES	LORI WADE	SOCIAL WORKER CONTRACT	OCTOBER	10/08/20	1,250.00	78198
			Total For Dept 000			1,250.00	
			Total For Fund 296 JUVENILE JUSTICE FUND			1,250.00	
Fund 415 RAILROAD POINT							
Dept 000							
415-000-967.00	PROJECT EXPENSES	CRYSTAL SURVEYING	FIELD SURVEY WORK-RAILROAD POINT	2018-8392	10/01/20	3,541.47	78049
			Total For Dept 000			3,541.47	
			Total For Fund 415 RAILROAD POINT			3,541.47	
Fund 425 EQUIPMENT REPLACEMENT FUND							
Dept 301 SHERIFF							
425-301-967.01	PROJECT EXPENSES -BODY A	CMP DISTRIBUTORS	4 VESTS - JAIL / 2 SHERIFF = 6 TO 64978		10/03/20	964.41	78046
			Total For Dept 301 SHERIFF			964.41	
Dept 351 JAIL - CORRECTIONS							
425-351-957.00	MISCELLANEOUS - INMATE T	JOHNSON CONTROLS FIRE	CONTROL BOARD	87101406	10/05/20	922.00	78073
			Total For Dept 351 JAIL - CORRECTIONS			922.00	
Dept 426 EMERGENCY MANAGEMENT							
425-426-967.02	PROJECT EXPENSES - CERT	DAVID HANCHETT	REIMBURSE FOR CERT EQUIPMENT PURCH	9/28/2020	10/01/20	297.54	78050
425-426-967.04	CERT TRAINING CAMP GRAYL	DAVID HANCHETT	REFUND FOR CERT TRAINING FOOD PURC	9/23/2020	09/24/20	90.91	77962
425-426-967.04	CERT TRAINING CAMP GRAYL	VISA=RHUBERS	CERT BASIC TRAINING MEALS	0975	09/24/20	386.02	78013
			Total For Dept 426 EMERGENCY MANAGEMENT			774.47	
			Total For Fund 425 EQUIPMENT REPLACEMENT FUND			2,660.88	

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Fund 516 DELINQUENT TAX REVOLVING FUND							
Dept 000							
516-000-230.00	DUE OTHER UNITS - SETTLE	VILLAGE OF BENZONIA	2020 DELINQUENT TAX DISBURSEMENT	092220	09/24/20	32,027.80	78004
516-000-230.00	DUE OTHER UNITS - SETTLE	VILLAGE OF BEULAH	2020 DELINQUENT TAX DISBURSEMENT	092220	09/24/20	28,812.44	78005
516-000-230.00	DUE OTHER UNITS - SETTLE	VILLAGE OF ELBERTA	2020 DELINQUENT TAX DISBURSEMENT	092220	09/24/20	15,071.52	78006
516-000-230.00	DUE OTHER UNITS - SETTLE	VILLAGE OF LAKE ANN	2020 DELINQUENT TAX DISBURSEMENT	092220	09/24/20	2,118.11	78008
516-000-230.00	DUE OTHER UNITS - SETTLE	VILLAGE OF THOMPSONVI	2020 DELINQUENT TAX DISBURSEMENT	092220	09/24/20	21,336.79	78009
516-000-230.00	DUE OTHER UNITS - SETTLE	VILLAGE OF HONOR	2020 DELINQUENT TAX DISBURSEMENT	092220	09/24/20	14,562.81	78127
516-000-694.00	CASH OVER/SHORT	INLAND TOWNSHIP TREAS	CC PAYMENT FOR SUMMER TAXES 08-008	092220	09/24/20	150.00	77977
516-000-694.00	CASH OVER/SHORT	CAROL GREENWOOD	OVERPAID ON DELINQUENT TAXES 08-0	09252020	10/08/20	286.93	78162
516-000-694.00	CASH OVER/SHORT	MARK OR PENNY KNAUSS	OVERPAID DELINQUENT TAXES - 01-503	09232020	10/08/20	84.16	78202
516-000-694.00	CASH OVER/SHORT	MICHAEL OLSON	OVERPAID DELINQUENT TAXES 08-014-	092420	10/08/20	589.58	78205
516-000-999.00	CONTINGENCY	VILLAGE OF BENZONIA	PPT S/B GO TO VILLAGE 02-504-051-0	09232020	10/08/20	10.43	78229
516-000-999.00	CONTINGENCY	TRUIST BANK	QTRLY BANK FEES	20080056	09/24/20	29.25	78002
516-000-999.00	CONTINGENCY	US POSTMASTER	BULK MAILING PERMIT POSTAGE-DELINQ	100220	10/05/20	371.22	78139
		Total For Dept 000				115,451.04	
		Total For Fund 516 DELINQUENT TAX REVOLVING FUND				115,451.04	
Fund 532 TAX FORECLOSURE FUND							
Dept 253 COUNTY TREASURER							
532-253-800.00	CONTRACTED SERVICES - RE	BENZIE COUNTY REGISTE	TO RECORD 9 REDEMPTIONS	10052020	10/08/20	270.00	78152
532-253-801.00	CONTRACTED SERVICES	TITLE CHECK LLC	1/12 ANNUAL FEE 2018 TAX FORFEITUR	2009-04	09/24/20	1,000.19	78001
		Total For Dept 253 COUNTY TREASURER				1,270.19	
		Total For Fund 532 TAX FORECLOSURE FUND				1,270.19	
Fund 701 GENERAL AGENCY FUND							
Dept 136 DISTRICT COURT							
701-136-214.01	DUE TO SHERIFF'S DEPT -	BENZIE COUNTY SHERIFF	SEPTEMBER 2020 OWI REIMBURSEMENT	DP506	10/01/20	550.00	78033
701-136-228.20	DUE STATE - DNR JUDGE	STATE OF MICHIGAN	SEPTEMBER 2020 FEE TRANSMITTAL	DCST09/2020	10/01/20	715.00	78114
701-136-228.30	DUE STATE - D. L. REINS	STATE OF MICHIGAN	SEPTEMBER 2020 FEE TRANSMITTAL	DCST09/2020	10/01/20	60.00	78114
701-136-228.37	DUE STATE - CRIME VICTIM	STATE OF MICHIGAN	SEPTEMBER 2020 FEE TRANSMITTAL	DCST09/2020	10/01/20	3,541.50	78114
701-136-228.42	DUE STATE - STATE COURT	STATE OF MICHIGAN	SEPTEMBER 2020 FEE TRANSMITTAL	DCST09/2020	10/01/20	90.00	78114
701-136-228.47	DUE STATE - OWI REIMBURS	STATE OF MICHIGAN	SEPTEMBER 2020 FEE TRANSMITTAL	DCST09/2020	10/01/20	425.00	78114
701-136-228.56	DUE STATE - EFILING FEE	STATE OF MICHIGAN	SEPTEMBER 2020 FEE TRANSMITTAL	DCST09/2020	10/01/20	505.00	78114
701-136-228.57	DUE STATE - STATE JURY	STATE OF MICHIGAN	SEPTEMBER 2020 FEE TRANSMITTAL	DCST09/2020	10/01/20	60.00	78114
701-136-228.58	DUE STATE - CIVIL FILING	STATE OF MICHIGAN	SEPTEMBER 2020 FEE TRANSMITTAL	DCST09/2020	10/01/20	1,918.00	78114
701-136-228.59	DUE STATE - JUSTICE SYST	STATE OF MICHIGAN	SEPTEMBER 2020 FEE TRANSMITTAL	DCST09/2020	10/01/20	6,755.00	78114
701-136-265.00	CASH BONDS PAYABLE	19TH CIRCUIT COURT -	BOND TRANSFER: C CULBERTSON	20-190-FY	09/24/20	300.00	77936
701-136-265.00	CASH BONDS PAYABLE	19TH CIRCUIT COURT -	BOND TRANSFER: M CARNES	19-390-FY	09/24/20	500.00	77937
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BOND FORFEITED	DP468	09/24/20	1,000.00	77938
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BOND APPLIED/COSTS	DP474	09/24/20	2,224.00	77939
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BOND COSTS: NYE	19-026-FY	09/24/20	1.00	77940
701-136-265.00	CASH BONDS PAYABLE	LASKEY, JOHN ERIC	BOND RETURNED: JOHN ERIC LASKEY	20-213-FD	09/24/20	176.00	77979
701-136-265.00	CASH BONDS PAYABLE	NYE, SPENCER OWEN	BOND RETURNED: S NYE	20-137-SM	09/24/20	75.00	77994
701-136-265.00	CASH BONDS PAYABLE	NYE, SPENCER OWEN	BOND RETURNED: NYE	19-026-FY	09/24/20	9.00	77995
701-136-265.00	CASH BONDS PAYABLE	WILLIAMS, CHRISTOPHER	BOND RETURNED: C WILLIAMS	20-247-SM	09/24/20	25.00	78018
701-136-265.00	CASH BONDS PAYABLE	19TH CIRCUIT COURT -	BOND TRANSFER: JOSHUA LIPPONEN-WI	20-216-FY	10/01/20	200.00	78019
701-136-265.00	CASH BONDS PAYABLE	19TH CIRCUIT COURT -	BOND TRANSFER: DYLAN REED	19-285-FY	10/01/20	1,000.00	78020
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BOND APPLIED/COSTS	DP500	10/01/20	2,175.00	78021
701-136-265.00	CASH BONDS PAYABLE	MORAN, JUSTIN JAHMAR	BOND RETURNED: JUSTIN J MORAN	15-171-ST	10/01/20	25.00	78095
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BOND APPLIED: HOLICKI JR	19-775290-SM	10/08/20	290.00	78141
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BOND APPLIED/COST: LANDRETH	20-200-SD	10/08/20	600.00	78142
701-136-265.00	CASH BONDS PAYABLE	HOLICKI JR, JACOB LAW	BOND RETURNED: HOLICKI JR	19-775290-SM	10/08/20	10.00	78182

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Fund 701 GENERAL AGENCY FUND							
Dept 136 DISTRICT COURT							
701-136-271.00	RESTITUTIONS PAYABLE	AUTO-OWNERS INSURANCE	RESTITUTION PYMT FROM DAWSON PARKS	20-091-FY	09/24/20	50.00	77944
701-136-271.00	RESTITUTIONS PAYABLE	BENZIE COUNTY ANIMAL	RESTITUTION PYMT FROM COURTNEY SHA	17-310-SM	09/24/20	60.00	77947
701-136-271.00	RESTITUTIONS PAYABLE	HOMAN, LYNN	RESTITUTION PYMT FROM JONATHAN HAM	18-351-SM	09/24/20	30.00	77975
701-136-271.00	RESTITUTIONS PAYABLE	WARE, JASON	RESTITUTION PYMT FROM DAWSON PARKS	20-091-FY	09/24/20	50.00	78016
701-136-271.00	RESTITUTIONS PAYABLE	GLEN LAKE ELECTRIC IN	RESTITUTION PYMT FROM SAMUAL W CIR	18-063-SD	10/01/20	97.57	78061
701-136-271.00	RESTITUTIONS PAYABLE	HORN, OLGA	RESTITUTION PYMT FROM DAVID ALBRIG	13-051-SM	10/01/20	150.00	78066
701-136-271.00	RESTITUTIONS PAYABLE	JOHNSON, JAMES	RESTITUTION PYMT FROM SAMUAL W CIR	18-063-SD	10/01/20	97.57	78074
701-136-271.00	RESTITUTIONS PAYABLE	McKIDDIE, KYLE	RESTITUTION PYMT FROM CRYSTAL PUTN	18-034-FY	10/01/20	15.00	78090
701-136-271.00	RESTITUTIONS PAYABLE	RYKSE, BRAD	RESTITUTION PYMT FROM LARRY L BROW	19-203-FY	10/01/20	50.00	78109
701-136-271.00	RESTITUTIONS PAYABLE	ZAVALLA, LOTTIE	RESTITUTION PYMT FROM KRAIG HUMSTA	17-139-SM	10/01/20	5.00	78138
701-136-271.00	RESTITUTIONS PAYABLE	SINGLETON, MEGAN	RESTITUTION PYMT FROM SHAWN K ROBE	19-375-SM	10/08/20	50.00	78221
701-136-275.00	REFUNDS	ROGERS, CARL	REFUND: OVERPAYMENT ON TICKET (C R	20-B228686-SI	09/24/20	5.00	77997
			Total For Dept 136 DISTRICT COURT			23,889.64	
Dept 141 FRIEND OF THE COURT							
701-141-222.04	DUE MANISTEE - STATUTORY	MANISTEE COUNTY TREAS	FOC FEES	093020	10/01/20	1,001.70	78087
701-141-222.05	DUE MANISTEE - PROCESSIN	MANISTEE COUNTY TREAS	FOC FEES	093020	10/01/20	129.19	78087
			Total For Dept 141 FRIEND OF THE COURT			1,130.89	
Dept 148 PROBATE COURT							
701-148-228.06	DUE STATE - SHARED FEES	STATE OF MICHIGAN	SEPTEMBER 2020 FEE TRANSMITTAL	PCST09/2020	10/01/20	1,995.47	78113
701-148-228.42	DUE STATE - GENERAL FEES	STATE OF MICHIGAN	SEPTEMBER 2020 FEE TRANSMITTAL	PCST09/2020	10/01/20	145.00	78113
701-148-228.56	DUE STATE - EFILING FEE	STATE OF MICHIGAN	SEPTEMBER 2020 FEE TRANSMITTAL	PCST09/2020	10/01/20	175.00	78113
701-148-228.58	DUE STATE - CIVIL FILING	STATE OF MICHIGAN	SEPTEMBER 2020 FEE TRANSMITTAL	PCST09/2020	10/01/20	1,050.00	78113
			Total For Dept 148 PROBATE COURT			3,365.47	
Dept 172 ADMINISTRATOR							
701-172-299.01	CANTEEN FUNDS	SHOP AND SAVE	CAKE-LORI LAUTENBACH RETIREMENT	091820	09/24/20	34.99	77999
			Total For Dept 172 ADMINISTRATOR			34.99	
Dept 215 COUNTY CLERK							
701-215-222.01	DUE COUNTY - CDBG CO ADM	BENZIE COUNTY REGISTE	ASSUMPTION AGREEMENT - TURNER	9/25/2020	10/01/20	30.00	78031
701-215-228.05	DUE STATE - NOTARY FEES	MICHIGAN DEPARTMENT O	NOTARY FEE TRANSMITTAL	SEPTEMBER 2020	10/08/20	6.00	78206
701-215-228.37	DUE STATE - CRIME VICTIM	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	SEPTEMBER 2020	10/08/20	764.87	78223
701-215-228.42	DUE STATE - STATE COURT	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	SEPTEMBER 2020	10/08/20	210.00	78223
701-215-228.56	DUE STATE - EFILING FEE	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	SEPTEMBER 2020	10/08/20	125.00	78223
701-215-228.58	DUE STATE - CIVIL FILING	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	SEPTEMBER 2020	10/08/20	595.00	78223
701-215-228.59	DUE STATE - JUSTICE SYST	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	SEPTEMBER 2020	10/08/20	783.42	78223
701-215-265.00	CASH BONDS PAYABLE	BENZIE COUNTY CLERK	BOND APPLIED TO ASSESSMENTS	20-2691-FH	10/01/20	450.00	78029
701-215-265.00	CASH BONDS PAYABLE	BENZIE COUNTY CLERK	BOND MONEY APPLIED - CLERK	19-2671-FH	10/01/20	270.00	78030
701-215-271.00	RESTITUTIONS PAYABLE	HEATHER FRARY	RESTITUTION FROM DEVIN SCARBROUGH	19-2626-FH	09/24/20	25.00	77974
701-215-271.00	RESTITUTIONS PAYABLE	EMC INSURANCE	RESTITUTION FROM SHANE GONYON	19-2653-FH	10/01/20	20.00	78056
701-215-271.00	RESTITUTION - RANDY GIBB	HONOR BANK (ATTY: REN	RESTITUTION - RANDY GIBBS	19-2662-FH	10/01/20	3,877.16	78065
701-215-271.00	RESTITUTIONS PAYABLE	JAMES AND CAROLINE HE	RESTITUTION - LUCAS BRIGHT - CLERK	11-2233-FH	10/01/20	10.00	78071
701-215-271.00	RESTITUTIONS PAYABLE	JAMES AND CAROLINE HE	RESTITUTION - LUCAS BRIGHT	11-2233-FH	10/01/20	10.00	78072
701-215-271.00	RESTITUTIONS PAYABLE	RACHEL ROMAN	RESTITUTION - JACOB CUTLER	19-2604-FH	10/01/20	50.00	78107
701-215-271.00	RESTITUTIONS PAYABLE	BLARNEY CASTLE - FRAN	RESTITUTION FROM MICHAEL REED	02-1795-FC	10/08/20	37.50	78159
701-215-271.00	RESTITUTIONS PAYABLE	HEATHER FRARY	RESTITUTION FROM DEVIN SCARBROUGH	19-2626-FH	10/08/20	25.00	78180
701-215-271.00	RESTITUTIONS PAYABLE	HEATHER FRARY	RESTITUTION FROM DEVIN SCARBROUGH	19-2626-FH	10/08/20	40.00	78181
701-215-271.00	RESTITUTIONS PAYABLE	JAMES AND CAROLINE HE	RESTITUTION FROM LUCAS BRIGHT	11-2233-FH	10/08/20	10.00	78188
701-215-271.00	RESTITUTIONS PAYABLE	KRISTINA EGEMAN	RESTITUTION FROM DONOVAN LEONARD	16-2456-FC	10/08/20	25.00	78194
701-215-271.00	FAMILY DIVISION RESITUT	SHIELA CRAWFORD	RESTITUTION FROM B RAMEY - CLERK	19-03051-DL	10/01/20	20.50	78111
701-215-271.03	CIRCUIT COURT MISCELLANE	MDOC CFA JACKSON BUSI	RETURN MONEY FOR AARON POLLOCK 18-	293325	09/24/20	1.62	77986

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Fund 701 GENERAL AGENCY FUND							
Dept 215 COUNTY CLERK							
701-215-299.03	CIRCUIT COURT MISCELLANE	MITCHELL LAW FIRM LLC	OVERPAYMENT - RANDY DOWE GIBBS	20-2662-FH	10/01/20	328.83	78094
			Total For Dept 215 COUNTY CLERK			7,714.90	
Dept 253 COUNTY TREASURER							
701-253-221.00	DUE CITY OF FRANKFORT	CITY OF FRANKFORT	CHARGEBACKS DUE TO CITY	10062020	10/08/20	9,344.98	78164
701-253-223.01	DUE BENZIE SHORES DIST L	BENZIE SHORES DISTRIC	CHARGEBACKS DUE TO LIBRARY	10062020	10/08/20	346.65	78156
701-253-225.02	FRANKFORT AREA SCHOOLS	FRANKFORT-ELBERTA SCH	CHARGEBACK DUE TO SCHOOL	100062020	10/08/20	13,443.35	78176
701-253-225.04	TRAVERSE CITY PUBLIC SCH	TRAVERSE CITY AREA PU	CHARGEBACKS DUE TO SCHOOL	10062020	10/08/20	313.43	78228
701-253-230.30	DUE TO CONSERVATION DIST	BENZIE CONSERVATION D	CHARGEBACKS DUE	10062020	10/08/20	68.04	78150
701-253-234.00	DUE TBA INTERMEDIATE SCH	TRAVERSE BAY AREA INT	CHARGEBACKS DUE TO SCHOOL	10062020	10/08/20	1,686.51	78227
701-253-237.00	DUE TO PUBLIC TRANSPORTA	BENZIE TRANSPORTATION	CHARGEBACKS DUE TO PUBLIC BUS	10062020	10/08/20	283.91	78157
			Total For Dept 253 COUNTY TREASURER			25,486.87	
Dept 261 MSU EXTENSION							
701-261-235.00	DUE TO MSU	4-H LEADERS ASSOCIATI	SOLD 10 PLAT BOOKS	09282020	10/08/20	350.00	78140
			Total For Dept 261 MSU EXTENSION			350.00	
Dept 268 REGISTER OF DEEDS							
701-268-228.40	DUE STATE - REMONUMENTAT	STATE OF MICHIGAN	3RD QUARTER REMON 2020	9/30/2020	10/01/20	6,367.04	78115
			Total For Dept 268 REGISTER OF DEEDS			6,367.04	
			Total For Fund 701 GENERAL AGENCY FUND			68,339.80	

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Fund Totals:							
	Fund 101 GENERAL FUND					243,123.13	
	Fund 205 TNT OFFICER MILLAGE FUND					2,385.38	
	Fund 206 SHERIFF'S K-9 FUND					378.00	
	Fund 209 SCHOOL RESOURCE OFFICER					377.62	
	Fund 213 JAIL OPERATIONS FUND					34,297.27	
	Fund 214 EMERGENCY MEDICAL SERVICES					36,539.83	
	Fund 220 MARINE PATROL FUND					526.73	
	Fund 228 SOLID WASTE/RECYCLING FUND					15,908.17	
	Fund 230 BETSIE VALLEY TRAIL MANAGEM					1,313.50	
	Fund 231 SOIL EROSION (SESSC) FUND					4,800.00	
	Fund 247 ANIMAL CONTROL FUND					7,762.97	
	Fund 249 BUILDING DEPARTMENT FUND					38,405.00	
	Fund 256 REG OF DEEDS AUTOMATION FUN					2,650.00	
	Fund 259 INDIGENT DEFENSE COUNSEL					22,961.75	
	Fund 261 911 EMERGENCY SERVICE FUND					16,604.96	
	Fund 263 LOCAL CORRECTION OFFICER'S					3,550.00	
	Fund 276 COMMISSION ON AGING MILLAGE					96,453.33	
	Fund 292 CHILD CARE FUND					7,438.67	
	Fund 293 VETERAN'S RELIEF FUND					1,589.54	
	Fund 296 JUVENILE JUSTICE FUND					1,250.00	
	Fund 415 RAILROAD POINT					3,541.47	
	Fund 425 EQUIPMENT REPLACEMENT FUND					2,660.88	
	Fund 516 DELINQUENT TAX REVOLVING FU					115,451.04	
	Fund 532 TAX FORECLOSURE FUND					1,270.19	
	Fund 701 GENERAL AGENCY FUND					68,339.80	

Total For All Funds:

729,579.23

Committee Of The Whole

THE BENZIE COUNTY BOARD OF COMMISSIONERS
COMMITTEE OF THE WHOLE
September 8, 2020

The Benzie County Board of Commissioners met as a Committee of the Whole on Tuesday, September 8, 2020, 448 Court Place, Government Center, Beulah, Michigan.

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

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

The Pledge of Allegiance was recited.

Agenda:

Motion by Jeannot, seconded by Nye, to approve the agenda as amended, adding Non-Union Employee Compensation discussion at 7.C. Roll call. Ayes: Farrell (phone), Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

Minutes:

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

1:35 p.m. Public Input – None

Maridee Cutler:

- a. COVID-19 Update to Plan, Prepare, Respond Plan and Health Screening: **Motion by Sauer, seconded by Nye, to recommend to the Board of Commissioners to adopt the new changes to the COVID-19 Plan, Prepare, Respond Plan and the Health Screening sheet as presented, with the addition of the date for changes to the last page of the Plan. Roll call. Ayes: Farrell (phone), Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.**
- b. Merit Internet Service Renewal – 5 year term: **Motion by Roelofs, seconded by Jeannot, to recommend to the Board of Commissioners to approve the Merit Internet Service Renewal for a 5-year term in an amount of \$4,842.00 per year (no increase over last agreement). Roll call. Ayes: Farrell (phone), Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.**
- c. Non-Union Employee Compensation Matrix: Discussion held regarding a matrix which was completed 2-3 years ago to bring non-union employee wages in line with the 10-county average. Matter referred to the HR committee.

Susan Boyd:

- a. Capital Improvement: **Motion by Jeannot, seconded by Farrell, to recommend to the Board of Commissioners to adopt the Capital Improvement 5-year Plan as presented. Roll call. Ayes: Farrell (phone), Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.**
- b. RFP Auditors: Bids opened for audit services. Bids received from Anderson Tackman, Gabridge & Company and Maner Costerisan. All bids were turned over to the Finance Manager and County Treasurer to review and bring a recommendation back to the Commissioners.

Mitch Deisch – Headlee Subcommittee #2 – Discussion: Subcommittee #2 met today prior to this meeting; Tax allocation committee members are set; all public safety millages will be bundled into one millage for the Headlee Restoration Process; will place the Headlee Restoration vote on the August 3, 2021 ballot; Subcommittee #2 is complete and now Subcommittee #3 will begin their process of education to the public, set community forums, hold discussions on whether to use professional assistance for proceed.

Dawn Olney, County Clerk, provided an update to the board regarding the Benzie-Leelanau Health Department Board of Appeals committee – the three members from Benzie County can all be county commissioners, a member of the Health Board can also serve on the Board of Appeals, they meet the last Wednesday of each month

2:54 p.m. Public Input – None

Motion by Roelofs, seconded by Warsecke, to adjourn at 2:55 p.m. Roll call. Ayes: Farrell (phone), Jeannot, Nye, Roelofs, Sauer, Taylor and Warsecke Nays: None Motion carried.

Evan Warsecke, Chair (COTW)

Dawn Olney, Benzie County Clerk

Committee of the Whole

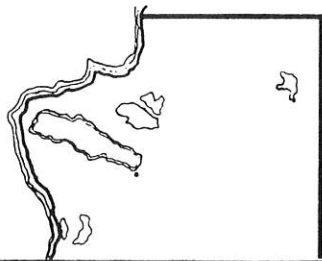
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September 8, 2020

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

1. To adopt the new changes to the COVID-19 Plan, Prepare, Respond Plan and the Health Screening sheet as presented, with the addition of the date for changes to the last page of the Plan.
2. To approve the Merit Internet Service Renewal for a 5-year term in an amount of \$4,842.00 per year (no increase over last agreement).
3. To adopt the Capital Improvement 5-year Plan as presented.

Committee Appointments



BENZIE COUNTY BOARD OF COMMISSIONERS

GOVERNMENT CENTER • 448 COURT PLACE •

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

APPOINTMENT TO BOARD, COMMISSIONS AND AGENCIES

APPLICATION

DATE: 10/05/20

Name: Jeffery William Pataky

Address (including PO Box): 14216 Honor Hwy / Beulah

County District: Benzie

Home Telephone: 231.383.0437

Occupation: Retired

Business Telephone: ↑

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

1. Benzie Bus

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

Business Owner (Pataky's Firearms & Firework)

School Bus Driver/Trainer (TCAPS) 18 years

Semi Tractor/Trailer (over 30 years experience)

BATA (parttime driver) 3 years

BATA (Trainer/ASHA officer) 1 year

BATA (Transportation Services Manager/Dispatch Super) 8 years

Retired (BATA) still do part time Training for CDL & Policy & Procedures

PLEASE ATTACH A CURRENT OR UPDATED RESUME OR LETTER OF INTEREST

This application with resume' attached must be returned to:

BENZIE COUNTY CLERK
448 COURT PLACE
BEULAH, MI 49617

RECEIVED

OCT 05 2020

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

*Thank You
for the invite!*

Unfinished Business

Correspondence

BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT
BOARD OF HEALTH MEETING
Wednesday, September 23, 2020 2:00 p.m.
Via Microsoft Teams



Chairperson Gary Sauer called the meeting to order at 2:02 pm.

Members Present:

Gary Sauer - Benzie County Board of Commissioners
Carolyn Rentenbach – Leelanau County Board of Commissioners
Linda Farrell – Benzie County Board of Commissioners
Dr. Barbara Conley – Leelanau County Member at Large
Dr. Mark Kuiper – Benzie County Member at Large- arrived at 2:06
Tony Ansorge - Leelanau County Board of Commissioners

Members Absent: None

Members Excused: None

Staff Present:

Lisa Peacock – Health Officer
Dr. Joshua Meyerson – Medical Director
Dodie Putney – Director of Administrative Services
Eric Johnston – Director of Environmental Health
Michelle Klein - Director of Personal Health

RECEIVED

SEP 29 2020

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Guests Present: None

Pledge of Allegiance: It was agreed to dispense with the pledge of alliance today due to the meeting being held via video conference.

Approval of Minutes:

Motion By: Rentenbach to approve the Regular Board of Health Meeting of September 23, 2020 with revisions.

Seconded By: Conley

Roll Call Vote: Sauer-Yea, Rentenbach-Yea, Farrell-Yea, Ansorge-Yea, Conley-Yea
5 yeas 0 nay 1 excused Motion carried

Approval of Minutes:

Motion By: Conley to approve the Special Board of Health Meeting of September 4, 2020 as presented.

Seconded By: Rentenbach

Roll Call Vote: Sauer-Yea, Rentenbach-Yea, Farrell-Yea, Ansorge-Yea, Conley-Yea
5 yeas 0 nay 1 excused Motion carried

Kuiper arrived at 2:06

Approval of the Agenda:

Motion By: Sauer to approve agenda as presented

Seconded By: Farrell

Roll Call Vote: Sauer-Yea, Rentenbach-Yea, Farrell-Yea, Ansorge-Yea, Conley-Yea, Kuiper-Yea
6 yeas 0 nay 0 excused Motion carried

Public Comment – None

Health Officer Update – Lisa Peacock

Public Health Statement:

This week feels very busy to many of us. Schools are busy getting started and many organizations (including many health departments) are approaching their fiscal year end. In public health, grants are due, our budgets are due, and we are preparing for mass flu vaccine clinics. On top of the general stress we are all feeling, many parents of college students are facing the stress of their child being quarantined far away from them. This is real stress for our community and there has never been a more important time for kindness and grace. It is truly critical that everyone take a moment and remember that everyone is doing their best, with what they have, each day. This pandemic is hard for everyone in every way but especially hard for those who are already suffering – the poor, the isolated, the sick, the lonely, the marginalized. However, there is hope in the heroes all around us.

As I was typing this message earlier this week, I was listening to one of our public health nurses speaking (in Spanish) to a migrant worker who is dealing with illness and scarcity complicated by a level of isolation and fear that many of us can't even imagine. She helped him get insurance so he could get his medicine, she helped him get food benefits, so he could feed his family, and she provided important health information so that he could properly isolate and get better. But beyond all those tangible services she provided for him, she gave him a human connection, in his own language, and conveyed that someone cares about him and the plight of his family. She keeps in touch with him, so he knows they are not alone, and he knows where to find her if he needs her. What a pleasure it was for me, buried in administration, to hear public health in action. We absolutely can and must think about our neighbor during this difficult time. Some of us encounter plenty of opportunities to help others through our work, but we also get opportunities to help outside of work.

This was the second time this week I was reminded of the vulnerability of the migrant population. Earlier in the day one of our nurses and one of our Community Health Workers had been working with a local farm to obtain testing and medical care for their employees who were ill. It was through these interactions that we were able to identify a cultural difference in perception of medical care. Our CHW was able to connect directly with the ill migrant workers and overcome a language barrier to ensure their health needs were met. Like her colleague, she will assure they are connected to resources and ongoing support. Through this work we were able to support both the farmer and the workers and ensure that language and cultural barriers do not prevent the needs of this vulnerable population from being met. These examples today reminded me of how important it is to hear everyone's voice and to understand their needs may be different than what we understand them to be.

The pandemic risk indicators continue to provide an important mechanism for monitoring transmission across the state, region, and counties. As of 9/15/2020, across the state, the positivity rate is currently at 3.5%, a medium risk level, and has been increasing for two weeks. The daily cases per million at 47.6 are at a high-risk level but have been decreasing for two weeks. Our MERC region 6, the Traverse City region, has been decreasing over a week and is now at 2% which is considered low risk and the daily number of cases per million at 20.1 has also been decreasing over two weeks but continues to be at a medium-high level. Within the counties of this region, we see various areas that are increasing in positivity and/or daily cases that are increasing – this county level data fluctuates more than the region or state, and this is typical with lower numbers. However, we watch this data closely and it is even more important now that school has begun. This week we will be reviewing the process of monitoring transmission risk with our school leadership to ensure we have smooth communication if we should face outbreaks within the school population. The accuracy of these statistics relies on our ability to maintain testing capacity and therefore we continue to strive to provide more and more opportunities for testing.

This fluctuating ebb and flow pattern across the state reminds us that COVID remains in our communities, ready to rise at any time. I heard an epidemiologist describe it this week as dry timber across the state with embers of covid ready to flare in the right conditions. The goal of our response is to work to quickly identify and contain these flares before they can erupt into devastating fires. Monitoring is only a part of the solution. The outbreaks and subsequent quarantines at colleges all around Michigan remind us that this virus is still very present and still very contagious. Although this age group may not typically experience severe disease, it will eventually move through our communities to those at risk for severe disease. All of us need to continue to layer the mitigation measures that are in place to protect us by wearing our masks, washing our hands, keeping our distance and being thoughtful about how and where we spend our time. We thank all of you - our communities - sincerely for your support and perseverance through this trying time.

Accounts Payable

Motion By: Farrell to approve accounts payable and pay the bills in the amount of \$257,491.28.

Seconded By: Rentenbach

Roll Call Vote: Sauer-Yea, Rentenbach-Yea, Farrell-Yea, Ansorge-Yea, Conley-Yea, Kuiper-Yea

6 yeas 0 nay 0 excused Motion carried

August 2020 Financial Statements

Putney stated that YTD financials are through August 31st and shows a deficit of \$72,884.53.

Comparing the financial statements to the amended budget there is a large difference. Putney explained that there are a lot of accruals that must happen in September. The Health Department received a large amount of reimbursement funding in September. If we would have received the funding back in August, the probability of being in the black would have greater.

Motion By: Rentenbach to accept the financial statements as presented.

Seconded By: Farrell

Roll Call Vote: Sauer-Yea, Rentenbach-Yea, Farrell-Yea, Ansorge-Yea, Conley-Yea, Kuiper-Yea

6 yeas 0 nay 0 excused Motion carried

Amended FY 2020 Budget

Putney stated that the changes from the budget we adopted a year ago to where we currently sit, could be summarized in one word, "covid". If you look at the projected revenue when the budget was adopted last September, our revenue is up almost \$900,000. When we have that much of an increase in revenue our expenses also increase.

Motion By: Ansorge to approve Amended 2020 Budget as presented.

Seconded By: Rentenbach

Roll Call Vote: Sauer-Yea, Rentenbach-Yea, Farrell-Yea, Ansorge-Yea, Conley-Yea, Kuiper-Yea

6 yeas 0 nay 0 excused Motion carried

Proposed FY 2021 Budget

The FY 2021 proposed budget includes a cost of living increase in the environmental health fees. Putney also explained that it includes the need for increased staffing costs, including an added full-time sanitarian, full-time nurse, part-time personal health tech, 2% employee wage increase and continuation of extra staff for covid.

Motion By: Rentenbach to approve the Proposed 2021 Budget as presented.

Seconded By: Farrell

Roll Call Vote: Sauer-Yea, Rentenbach-Yea, Farrell-Yea, Ansorge-Yea, Conley-Yea, Kuiper-Yea

6 yeas 0 nay 0 excused Motion carried

Purchase, Disposal and Record Keeping for Fixed Assets Policy

Motion By: Sauer to approve the policy with revision to dates.

Seconded By: Farrell

Roll Call Vote: Sauer-Yea, Rentenbach-Yea, Farrell-Yea, Ansorge-Yea, Conley-Yea, Kuiper-Yea
6 yeas 0 nay 0 excused Motion carried

Leelanau Early Childhood Millage Proposal

Motion By: Rentenbach to approve and support the Leelanau Early Childhood Program.

Seconded By: Ansorge

Roll Call Vote: Sauer-Yea, Rentenbach-Yea, Farrell-Yea, Ansorge-Yea, Conley-Yea, Kuiper-Yea
6 yeas 0 nay 0 excused Motion carried

Staff Meeting Office Closure

Motion By: Farrell to approve Staff Meeting Office Closure on December 4, 2020.

Seconded By: Conley

Roll Call Vote: Sauer-Yea, Rentenbach-Yea, Farrell-Yea, Ansorge-Yea, Conley-Yea, Kuiper-Yea
6 yeas 0 nay 0 excused Motion carried

Staff Reports:

Medical Director – Dr. Joshua Meyerson

Dr. Meyerson talked about several cases of Eastern Equine Encephalitis (Triple E). This is a virus transmitted through mosquito bites by infected mosquitoes. The state has been doing aerial spraying in parts of the state, but it doesn't include our regions in Northern Michigan. There was a positive human case down in Barry County. There have been several horses in the state with positive traces of the virus. Triple E is a viral disease that when contracted through the bite of a mosquito can have a high mortality rate, as well as causing Encephalitis and Meningitis. There are preventative measures such as recognizing mosquitoes are more active at dusk and at dawn to avoid those times of day outside or use other protective measures such as mosquito repellent and protective clothing to minimize the risk of bites. This is the time of the year that we begin to see these types of Vector Borne Illnesses become more active, such as Triple E and West Nile virus. There have also been a few human cases of West Nile reported this year as well.

Personal Health – Michelle Klein

- **COVID:**
 - We have been seeing some clusters of cases in migrant camps. Typically, these are individuals who have traveled to the area together and do not have close contacts other than the other workers at the camps.
 - One cluster at a school that was quickly addressed and hopefully will be well contained.
- We have hired 7 temporary staff to help with COVID case investigations, equivalent of 3.5 FTEs. This staff can also help with other events this fall, such as flu vaccines or COVID testing events.
- Partnering with the NG and the GTB to offer a large-scale drive through testing event in Leelanau county on Oct 20 and Benzie co on Oct 21.
- Planning drive through flu vaccine opportunities. Will firm up dates once we have received our vaccine.
- Case number discrepancies: There has been confusion about discrepancies in case numbers between our dashboard and the state numbers, and even the day to day numbers that we report. These discrepancies are usually related to a change in case status after we have conducted our investigation due to either an address issue or a lab result issue.
 - During the summer we transferred a lot of cases in and out of the counties based on visitor or summer resident's addresses. We are now seeing college students that are reported to us

based on their permanent address but are staying at their schools, so we transfer them to their current county of residence.

- Lab results are generally accurate, but occasionally we have an antibody test reported as a case, or there may be an inconclusive result that requires a further evaluation to determine if it is a case, not a case, or if retesting is needed.

Environmental Health – Eric Johnston

1. Beach Monitoring 2020

The final beach water quality sampling for 2020 was completed on September 2nd. Eleven (11) beaches in our district were sampled during this year's sampling season. Throughout the season we only had to issue water quality advisories at four (4) separate beaches. Three of the beaches had level 2 advisories (contact above the waist not advised) and one had a level 3 advisory (no body contact advised). Almost every advisory issued this year was lifted the following day after repeat sampling indicated that the water quality was acceptable for full body contact (level 1). It is felt that large rain and wind events (i.e. storms) were the cause of three of the advisories. The cause of the fourth (Beulah Beach) is unknown because it occurred during a dry period and the levels of E. Coli were 0 colonies per 100/ml the next day.

Our region is fortunate to have high water quality due to the efforts of many of our lake associations, and organizations like the Watershed Center – Grand Traverse Bay and Leelanau Clean Water.

2. Septic Smart Week (Sept 14-18)

- The USEPA and Governor Whitmer declared September 14-18, Septic Smart Week.
- We used that week as an opportunity to:
 - Educate the public about what an on-site septic system is and how they work.
 - The importance of maintaining and servicing septic systems to keep them working properly.
- Information was provided to the public via a press release and posts on our Facebook page.

3. Food Program

- Answering Owner/Manager Questions regarding Governor's Executive Orders (E.O.)
- Addressing E.O. Food Facility and Non-Licensed Facility Complaints
- Contact regulating authorities (per Exec. Directive 2020-8)
 - Michigan Occupational Safety and Health Administration (MIOSHA)
 - Liquor Control Commission
 - Michigan Department of Agriculture and Rural Development (MDARD)

4. Land Use Program (FY 2020 Thru August 31, 2020)

- Septic Only Permits Issued = 218
- Well Permits Issued = 109
- Combined Well & Septic Permits = 162
- Vacant Land Evaluations = 106
- Existing System Evaluations = 323

5. State Mandated Routine Drinking Water Monitoring for PFAS

- Beginning August 3, 2020, monitoring and compliance with maximum contaminant levels (MCL) for per- and polyfluoroalkyl substances (PFAS) was required for community and nontransient noncommunity (NTNC) water supplies. The PFAS rules establish MCLs for seven PFAS compounds, as well as monitoring and reporting requirements, best available treatment techniques for PFAS reduction, and laboratory certification criteria.

- Due to this requirement, EGLE is requiring the LHD's to notify each NTNC system of the new requirements, send monitoring reminders, track monitoring results with a spreadsheet, and provide technical sampling and, if necessary, treatment guidance.
- This is another unfunded mandate placed on an already underfunded program by the State of Michigan. I will be working with my colleges across the State to find a way to implement this important program for the health and safety of our residents and to keep the additional State requirements from overburdening an already strained Non-Community Water Supply Program.

6. EH Program Efficiency Improvement Efforts

- Leelanau County Office Property File Scanning – Staff is still in the process of reviewing the data for the purposes of removing or redacting information that may be considered an invasion of an individual's privacy.
- Benzie County Office Property Files – Awaiting Benzie County Board of Commissioners approval of funding for the project.
- HealthSpace Upgrade – LHD's are in the later stages of reviewing different modules of the system and developing forms and reports. It is anticipated that training on the upgraded system will begin in mid-October and will be ready to "go live" by October 31, 2020.

7. Staffing Adjustments

Because of the adoption of time of transfer and/or point of sale ordinances in three townships (and possibly a fourth in the near future), an increase in requests for our other program areas, and the increased program requirements and responsibilities mandated by the State of Michigan, our current sanitarian staffing level is not adequate. It is becoming increasingly difficult for all Environmental Health staff to complete their required work during normal working hours in a reasonable timeframe that the public should expect (7-14 days). I commend the staff on their dedication to getting the "job done" and the quality of the service they provide. However, that dedication is coming at a physical and mental cost to our employees who are losing well-earned vacation time because their vacation leave banks are at the maximum allowable limit per the employee policy and their bodies are breaking down. We have done everything possible to ease their burden through upgraded equipment and office efficiency improvements, but it is not enough. Therefore, we will be adding a 1.0 FTE Sanitarian position and increasing the amount of support staff personnel from 2.5 to 3.0 FTE in FY 2021.

Administrative – Dodie Putney

Finance:

1. Working non-stop on budget. Fiscal year 2020 amended budget and then FY 2021 budget. It has been a most difficult process with the unknown of COVID funding. On September 14th, we were notified that the Health Department had until September 30th to spend another source of COVID funding. We still do not know the status of the first responders/public health wage reimbursement for April and May. This source of funding was supposed to be released by September 18th. The anticipated amount is \$165,108.40 about ½ of what I submitted for reimbursement.
2. Prepared year-to-date financial statements through August 31, 2020.
3. We recently purchased the electronic fund transfer module for accounts payable. Renee has been working with DWD and is now able to pay via EFT. This will save us costs for printing and mailing of paper checks.

Human Resources:

1. The Health Department has updated our employee travel policy along with our COVID-19 Preparedness and Response Plan.
2. We are still waiting to hear about health insurance renewal information. Once information is received, we will work with employee committee about any options.

3. Renee is spending a large amount of time enrolling new employees into the Department through the payroll system.

Technology:

Wyant has been working behind the scenes in making sure our network is safe and reliable. Eric is working to move the environmental health software to the cloud. An anticipated go live date is set for the first part of October.

Building Management:

1. Remodeling at the Benzie building is almost complete.
2. Renee has taken over the monthly safety inspection which has helped free up some of my time.
3. Work with building partners on building issues including the need of space; storage space especially.

Purchasing:

1. End of fiscal year purchasing woes. With last minute COVID funding from the State, Ruth is working extra hard in meeting our ordering demands.
2. Appreciate the Board's support in purchasing a trailer and tent for mobile clinics. These are large item purchases but will be very beneficial even after COVID.

Public Comment – None

Board Comments – None

Adjourn: The meeting adjourned at 3:49 pm

Gary Sauer, Chair

Renee Youker, Recording Secretary

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B.M. 4 IRON NE ABUTMENT ELEV. 589.44

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

LEGAL LEVELS	JAN. 1 - APR. 30	& NOV. 1 - DEC. 31	599.75
		MAY 1 - OCT. 31	600.25
B.M. N. SIDE BOAT RAMP	ELEV. 601.87		700.00

600.25

B.M. N. SIDE BOAT RAMP ELEV. 601.87

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RECEIVED

~~OCT 02 2020~~

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617