

# BENZIE COUNTY BOARD OF COMMISSIONERS

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

## MEETING AGENDA

**September 28, 2021**

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

Join Zoom Meeting

<https://us02web.zoom.us/j/7493555921>

Meeting ID: 749 355 5921

One tap mobile

+13126266799,,7493555921# US (Chicago)

19292056099,,7493555921# US (New York)

**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 – 9/14/2021 (open & closed)

PUBLIC INPUT

FINANCE – Approval of Bills

ELECTED OFFICIALS & DEPT HEAD COMMENTS

ACTION ITEMS –

A) Govt Center Cleaning Contract

B) Appropriations Act

C) Appendix A – Elected Officials Salaries

D) Appendix B – Appointed Officials Wages/Salary

E) Appendix C – Per Diem and Mileage Report

F) Employee Roster

G) L-4029

COMMISSIONER REPORTS –

COUNTY ADMINISTRATOR’S REPORT – Katie Zeits

COMMITTEE OF THE WHOLE – None

COMMITTEE APPOINTMENTS – None

UNFINISHED BUSINESS –

NEW BUSINESS –

10:00

10:15

Closed Session – Matt Nordfjord – MCL 15.268(c) 3 Collective Bargaining Units – POAM EMS;

POAM Corrections; POAM 911/Dispatch

PRESENTATION OF CORRESPONDENCE

PUBLIC COMMENT

ADJOURNMENT

**Times Subject to Change**

The County of Benzie will provide necessary reasonable auxiliary aids and services for individuals with disabilities at the meeting upon five (5) working days' notice to the County. Individuals with disabilities requiring auxiliary aids or services should contact the County in writing or by 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 – Andy Miller (Crystal Lake, Frankfort) .....231-920-8300
- District IV – Rhonda Nye (Benzonia).....231-510-8804
- District V – Tim Markey (Homestead) .....231-871-1399
- 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 14, 2021**

The Benzie County Board of Commissioners met in a regular session on Tuesday, September 14, 2021 in the Frank Walterhouse Board Room, 448 Court Place, Government Center, Beulah, Michigan.

The meeting was called to order by Chair Bob Roelofs.

Present were: Commissioners Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke

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

**Agenda:**

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

**Minutes:**

Motion by Sauer, seconded by Miller, to approve the regular session minutes of August 24, 2021 as corrected. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Motion by Jeannot, seconded by Warsecke, to approve the special session minutes of September 1, 2021 as presented. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

9:05 a.m. Public Input

Linda Raiser spoke regarding the ACO.

Mike Hennessee spoke regarding the ACO.

Dillon Rosa spoke regarding the ACO.

9:15 a.m. Public Input Closed

**PUBLIC HEARING FOR SETTING OF THE 2021-22 BUDGET**

Katie Zeits, County Administrator, spoke briefly regarding the 2021-22 Budget which has been provided to the Board members.

Motion by Nye, seconded by Miller, to open the public hearing to set the 2021-22 Budget as presented. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Public Input –None

Motion by Jeannot, seconded by Sauer, to close the public hearing and set the 2021-22 budget on the County Clerk's Counter for public inspection for 10 days. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

**FINANCE**

Bills: Motion by Miller, seconded by Warsecke, to approve payment of the bills from August 25, 2021 thru September 14, 2021 in the amount of \$388,322.37, as presented. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

## COMMISSIONERS

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September 14, 2021

Motion by Jeannot, seconded by Nye, to allow the county treasurer to interfund borrow up to \$1,000,000 to balance cash for the 2021-21 fiscal year. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

## ELECTED OFFICIALS & DEPARTMENT HEAD COMMENTS

Rebecca Hubers, Emergency Management Coordinator and 911, reported that the Iron Man is complete; they had calls for service to both participants and public; still have two open positions in dispatch.

Jesse Zylstra, Solid Waste Coordinator, provided a written report to the board.

## ACTION ITEMS

MERS Purchase Time: Motion by Jeannot, seconded by Miller, to approve the request of Jennifer Tang-Anderson to purchase additional 3 years of MERS time at no expense to the county, authorizing the chair to sign. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Ragnar Relay contract with Sheriff: Motion by Warsecke, seconded by Markey, to enter into Agreement with Ragnar Relay Service and the Benzie County Sheriff, as presented authorizing the chair to sign. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

2021-021 DTRF to GF: Motion by Nye, seconded by Miller, to adopt resolution 2021-021 authorizing transfer of Delinquent Tax Revolving Fund Administration Fees to General Fund in the amount of \$90,000 as presented. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

2021-022 DTRF to GF: Motion by Sauer, seconded by Warsecke, to adopt resolution 2021-022 authorizing transfer of Delinquent Tax Revolving Funds to General Fund for Capital Improvements Projects in the amount of \$290,000 as presented. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Veteran's Affairs Grant Agreement: Motion by Sauer, seconded by Miller, to approve the Grant Agreement between the Michigan Department of Military and Veterans Affairs, Michigan Veterans Affairs Agency and Benzie County in the amount of 62,999.00 as presented, authorizing the chair to sign. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

County Administrator Authorization to make budget transfers: Motion by Jeannot, seconded by Markey, to authorize the County Administrator to make budget transfers between departments to balance the 2020/2021 budget for all funds. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

2021-023 ORV/ATV Map Amendment: Motion by Warsecke, seconded by Sauer, to adopt resolution 2021-023 recognizing Colfax Township changes and amending the Benzie County ORV/ATV Official map as presented. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.



## COMMISSIONERS

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September 14, 2021

NetLink Copier Lease: Motion by Sauer, seconded by Warsecke, to execute a lease agreement with TEAM Financial Group for a period of 60 months for copy machines in County Administration and Equalization, lease subject to approval as to its substance and form by legal counsel, authorizing the chair to sign. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

## COMMISSIONER REPORTS

Chairman Roelofs reported on attending the special board meeting; three union negotiation meetings; Buildings & Grounds and Veterans Affairs.

Comm Jeannot provided a written report.

Comm Miller reported on attending the special board meeting; Buildings & Grounds; Iron Man; Friends of Point Betsie Lighthouse; Frankfort Elberta School Board; Iron Man was a huge success.

Comm Nye reported that she attended the special board meeting ;union negotiations; Centra Wellness Executive and full board meetings; Benzonia Township; Village of Beulah and Village of Benzonia.

Comm Markey also attended the special board meeting; Benzie Central Schools special meeting; Homestead Township; Centra Wellness Board meeting; 911 Advisory subcommittee meeting; 911 Advisory Board as well; Northern Michigan Regional Entity (NMRE); Village of Honor.

Comm Warsecke reported that he attended the special meeting and Inland township.

Comm Sauer reported on the Maples; Joyfield Township, Blaine Township, Buildings/Grounds; MAC workers comp; Betsie Valley Trail special meeting for Iron Man; Village of Thompsonville; Road Commission.

## COUNTY ADMINISTRATOR'S REPORT – Katie Zeits

- Maples Subcommittee: Three commissioners appointed to serve this committee to have a joint meeting to discuss various topics: Sauer, Jeannot and Warsecke appointed
- ACO Millage Discussion: To be discussed following closed session to allow adequate time.
- Authorization to serve as Labor Subcommittee for Step 3 Grievances: Motion by Jeannot, seconded by Markey, to authorize the County Administrator to serve as labor subcommittee to handle Step 3 of this specific grievance regarding termination of a corrections officer as requested. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

10:08 a.m. Break

10:15 a.m. Reconvene

Motion by Roelofs, seconded by Warsecke, to enter into closed session under MCL 15.268(c) for FOLPC General Unit contract negotiations with attorney Matt Nordfjord. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

10:30 a.m. Re-enter Open Session

## COMMISSIONERS

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September 14, 2021

Motion by Sauer, seconded by Miller, to ratify the Tentative Agreement with FOPLC General Unit as presented and authorize the chair to sign the collective bargaining agreement following approval as to form by legal counsel. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke  
Nays: None Motion carried.

Animal Control Discussions: Katie Zeits, County Administrator, recaps the matter. At this time \$132,000 +/- is needed to fund the department fully; the AWL has offered to donate a sum of money to fund salaries; we need to have an Agreement in place with the AWL to memorialize the relationship and those expectations before accepting those funds; an effort was made to save some money by letting go of one part-time employee so we will see some savings here; could run with two full time employees and have the shelter open 7 days per week one employee would work Monday-Friday the other Wednesday-Sunday and be open 8 hours per day.

Kyle Maurer, Animal Control Officer, desire for moving forward – obviously we want what is best for the department; the millage does not fully cover the operations and the balance comes from fund balance and donations throughout the year. Currently open Monday, Wednesday, Friday.

Comm Markey asks what the AWL normally does for ACO? Norma Eason, AWL, quoted up to \$120,000 to give to ACO to keep it open as it was, with part time to be rehired – that is the only way it will work – not a loan, it is a gift and will not take away what they normally would give to the ACO.

Comm Jeannot is challenged with the community coming up with the dollars that is a county responsibility. Need to look internally before we accept the contribution.

Ms. Zeits stated there is the borrowing from DTRF and there is also the fund balance.

Comm Sauer asked if we could reevaluate the millage for a short time? He also stated that he appreciates the AWL offer but is reluctant to accept.

Comm Jeannot is more in favor of borrowing from DTRF and repayment being a percentage of the surplus so you always have the ability to pay something.

Ms. Zeits stated that she understands from this discussion is that we are going to borrow the money from DTRF and fully fund the ACO; we need to discuss how do we address the shelter only being open 3 days per week.

Comm Nye agrees that we need to memorialize the agreement with AWL also thinks that the reorganization is something that needs consideration especially if it allows the community greater access to the shelter.

Ms. Zeits stated that she will update the budget page to show the funds from DTRF and keep the budget as is; we will have more discussion about ACO and work on some type of agreement with AWL – we need that document. If you want to see restructuring and the building being open more than 3 days – Comm Jeannot suggests you meet with the ACO Advisory board. Reorganization is a management right.

## **COMMISSIONERS**

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**September 14, 2021**

### **COMMITTEE OF THE WHOLE**

Motion by Jeannot, seconded by Markey, to approve items 1-5 of the August 24, 2021, Committee of the Whole Consent Calendar as presented. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

### **COMMITTEE APPOINTMENTS**

SWAC: Motion by Jeannot, seconded by Miller, to suspend the rules for appointments to boards and appoint Samantha Wolfe to fill the vacancy on the Solid Waste Advisory Committee. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Motion by Jeannot, seconded by Miller, to reinstate the rules. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

EDC/BRA Resignation: Motion by Nye, seconded by Markey, to accept the resignation of Courtney Gillison from the EDC/BRA with regrets. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Board of Canvassers: Maureen Jeannot and Jan Miller elected by the Board of Commissioners to serve 4 years on the Board of Canvassers.

**UNFINISHED BUSINESS** – Health Dept Discussion: Comm Warsecke stated that perhaps we could take some of the funds for BLHD for ACO; who pays for the attorney that Lisa Peacock takes to all of the meetings with her.

Comm Sauer would prefer to wait until after the Health Dept meeting on September 22 in Leelanau County at 2:00 p.m. to take any action; would like to see that play out first to see if there is any action or guidance there.

Chair Roelofs says right or wrong there is a board of health for a reasons; the decision was made by the Health Officer on her own because there was no time for a meeting; that board should have had their say in this.

Comm Warsecke agrees with Comm Sauer to wait until after the board meeting.

Comm Miller stated that a majority of the cases in the hospital are testing positive, but they are there for other reasons or other surgeries, not due to COVID.

Comm Nye says we have a right to answers; when will it be looked at again, when will the mandate be lifted.

**NEW BUSINESS** – None

### **PRESENTATION OF CORRESPONDENCE**

- Benzie Transportation Authority Financial Statements for June and July 2021 received.
- Grand Traverse County resolution in Support of Vaccine Awareness and Medical Autonomy received.
- State Tax Commission letter regarding approval of Designated Assessor received.
- Betsie Valley Trailway Management Council minutes of July 6, 2021 received.
- Little Platte Lake elevation report for August 2021 received.
- Crystal Lake elevation report for August 2021 received.
- Letter in support of Lisa Peacock received from Sue Jennings.

## COMMISSIONERS

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September 14, 2021

- Letter in support of the Health Dept received from Ralph Hall.
- Email received from Rev. Steven B Thompson regarding Zoom.
- Email in support of the Health Dept received from Barbara Smith.
- Roscommon County resolution Opposing Proposed Legislative Changes to the Current Mental Health Systems received.

11:17 a.m. Public Input

Linda Raiser, spoke regarding ACO volunteers – there are currently two volunteers.

Jordan Wallaker stated that restructuring to two full-time officers isn't an efficient way to operate; need ACO millage increase.

Mike Hennesee, open the shelter more – absolutely right; look at how it is operated, one person running the office doesn't work; they lock the door so people don't come in when they are in the back cleaning.

Norma Eason, we built the building and have been there since 1975; we have spent hundreds of thousands of dollars.

Nikki Brown, VP Benzie School Board, here for herself; thank you each of you to keep the conversation going; when can we remove the mandates.

Rebecca Knapp, on the of the part-time employees at ACO; work every weekend and each holiday so that the officers can be with their families and do their own things.

Dillon Rosa, stated that restructuring schedule will not work, this is not right; you can't do this with one person; it is asinine to not accept a donation; we need our receptionist back.

11:33 a.m. Public Input Closed

Motion by Warsecke, seconded by Miller, to adjourn at 11:34 a.m. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

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Bob Roelofs, Chair

Dawn Olney, Benzie County Clerk

### INDEX

1. Approved the agenda as presented.
2. Approved the regular session minutes of August 24, 2021 as corrected.
3. Approved the special session minutes of September 1, 2021 as presented.
4. Public hearing held for setting of the 2021-2022 Budget – no public comment; DRAFT budget will sit on the County Clerk's counter for 10 days for public inspection.
5. Approved payment of the bills from August 25, 2021 thru September 14, 2021 in the amount of \$388,322.37, as presented.
6. Authorized the county treasurer to interfund borrow up to \$1,000,000 to balance cash for the 2021-21 fiscal year.
7. Approved the request of Jennifer Tang-Anderson to purchase additional 3 years of MERS time at no expense to the county, authorizing the chair to sign.
8. Authorized to enter into Agreement with Ragnar Relay Service and the Benzie County Sheriff, as presented authorizing the chair to sign.

## COMMISSIONERS

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September 14, 2021

9. Adopted resolution 2021-021 authorizing transfer of Delinquent Tax Revolving Fund Administration Fees to General Fund in the amount of \$90,000 as presented.
10. Adopted resolution 2021-022 authorizing transfer of Delinquent Tax Revolving Funds to General Fund for Capital Improvements Projects in the amount of \$290,000 as presented.
11. Approved the Grant Agreement between the Michigan Department of Military and Veterans Affairs, Michigan Veterans Affairs Agency and Benzie County in the amount of 62,999.00 as presented, authorizing the chair to sign.
12. Authorized the County Administrator to make budget transfers between departments to balance the 2020/2021 budget for all funds.
13. Adopted resolution 2021-023 recognizing Colfax Township changes and amending the Benzie County ORV/ATV Official map as presented.
14. Approved to execute a lease agreement with TEAM Financial Group for a period of 60 months for copy machines in County Administration and Equalization, lease subject to approval as to its substance and form by legal counsel, authorizing the chair to sign.
15. Authorized the County Administrator to serve as labor subcommittee to handle Step 3 of this specific grievance regarding termination of a corrections officer as requested.
16. Entered into closed session under MCL 15.268(c) for FOLPC General Unit contract negotiations with attorney Matt Nordfjord.
17. Authorized to ratify the Tentative Agreement with FOPLC General Unit as presented and authorize the chair to sign the collective bargaining agreement following approval as to form by legal counsel.
18. Approved items 1-5 of the August 24, 2021, Committee of the Whole Consent Calendar as presented.
19. Suspended the rules for appointments to boards and appointed Samantha Wolfe to fill the vacancy on the Solid Waste Advisory Committee.
20. Reinstated the board rules.
21. Accepted the resignation of Courtney Gillison from the EDC/BRA with regrets.
22. Maureen Jeannot and Jan Miller elected by the Board of Commissioners to serve 4 years on the Board of Canvassers.

**Art Jeannot**  
**Commissioner Report**  
**September 14, 2021**

- Participated in 4 meetings on behalf of the County since our August 24<sup>th</sup> meeting.
- **9/1 BOC Special Meeting** – Attended by all Commissioners.
- **9/2 Platte Township** – No issues to report on.
- **9/2 Lake Township** –
  - Matt Skeel made a presentation to update the Board on Benzie County Road Commission activity.
  - An update on the Ironman Competition was given.
- **9/13 Almira Township** – I will provide any relevant information at the meeting.
- **Other** –
  - **9/1** – I attended the County Apportionment meeting. This task is scheduled to be completed by October 11<sup>th</sup>. Meetings are scheduled every Wednesday beginning September 15<sup>th</sup> at 5:30pm to complete this task on time. More detail can be found at the County website.
  - **9/3** – I attended the special Benzie Central School Board meeting remotely.
  - **9/9** – Attended remotely the Leelanau BOC special meeting.

**RECEIVED**

SEP 10 2021

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617



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

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

September 14, 2021  
FPOLC General Unit  
TA Ratification  
With Matt Nordfjord



# Finance Report



**BILLS TO BE APPROVED SEPTEMBER 23, 2021**

Motion to approve Vouchers in the amount of:

\$	232,682.51	General Fund (101)
\$	22,563.16	Jail Fund (213)
\$	17,687.01	Ambulance Fund & ALS (214)
\$	3,198.77	Funds 105-238
\$	1,783.23	ACO Fund (247)
\$	33,911.00	Building (249)
\$	13,392.76	Dispatch 911 Fund (261)
\$	8,339.45	Funds 239-292
\$	3,552.21	Funds 293-640
\$	11,004.28	701 Fund
\$	76.57	Trust and Agency Funds & MSU Trust and Agency Fund (702-771)

\$	348,190.95
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**RECEIVED**

SEP 23 2021

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617





GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 101 BOARD OF COMMISSIONERS					
101-101-860.00	TRAVEL	WARSECKE, EVAN	MILEAGE AUGUST, SEPTEMBER 2021	18.48	82173
		Total For Dept 101 BOARD OF COMMISSIONERS		18.48	
Dept 131 CIRCUIT COURT					
101-131-702.00	CIR CT JUDGE	MANISTEE COUNTY - ADMINIS	MANISTEE COURT COST REIMB AUGUST 2021	1,524.13	82149
101-131-702.03	CIR CT ADMIN SAL	MANISTEE COUNTY - ADMINIS	MANISTEE COURT COST REIMB AUGUST 2021	2,035.22	82149
101-131-704.00	WAGES-COURT REPORTER	MANISTEE COUNTY - ADMINIS	MANISTEE COURT COST REIMB AUGUST 2021	1,835.68	82149
101-131-704.01	WAGES - ADR CLERK	MANISTEE COUNTY - ADMINIS	MANISTEE COURT COST REIMB AUGUST 2021	1,430.00	82149
101-131-704.02	WAGES-CLERICAL ASSISTANT	MANISTEE COUNTY - ADMINIS	MANISTEE COURT COST REIMB AUGUST 2021	1,063.40	82149
101-131-712.00	WAGES - RESEARCH ATTORNEY	MANISTEE COUNTY - ADMINIS	MANISTEE COURT COST REIMB AUGUST 2021	1,437.10	82149
101-131-725.00	COST OF FRINGE BENEFITS - TO MAN	MANISTEE COUNTY - ADMINIS	MANISTEE COURT COST REIMB AUGUST 2021	5,665.88	82149
101-131-802.00	TRANSCRIPTS	MANISTEE COUNTY - ADMINIS	MANISTEE COURT COST REIMB AUGUST 2021	1,010.10	82149
101-131-802.00	TRANSCRIPTS	QUAGLIA, VINCENT	TRANSCRIPTS	291.90	82160
101-131-802.00	TRANSCRIPTS	QUAGLIA, VINCENT	TRANSCRIPTS	495.70	82160
101-131-802.00	TRANSCRIPTS	QUAGLIA, VINCENT	TRANSCRIPTS	222.50	82160
101-131-962.00	JIS RELATED COSTS	MANISTEE COUNTY - ADMINIS	MANISTEE COURT COST REIMB AUGUST 2021	638.08	82149
		Total For Dept 131 CIRCUIT COURT		17,649.69	
Dept 136 DISTRICT COURT					
101-136-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES, J	#113-4484994-3252208 & #113-1749595-865	122.32	82128
101-136-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CENTERS	ENVELOPES	488.81	82144
101-136-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CENTERS	WINDOW ENVELOPES	512.00	82145
101-136-727.00	OFFICE SUPPLIES	OFFICE DEPOT	#195375281-001 / #195415582-001 / #1953	313.93	82156
101-136-727.00	OFFICE SUPPLIES	OFFICE DEPOT	OFFICE SUPPLIES	319.98	82157
101-136-727.00	PROBATE CT APPOINTED ATTORNEY	SMITH & JOHNSON	CHRISTOPHER DANIELS	110.00	82163
101-136-805.10	CELLULAR PHONES	VERIZON WIRELESS	842083652-00001 GCT CTR SEPT 21	192.50	82169
101-136-853.00	DUES & REGISTRATIONS	STATE BAR OF MICHIGAN	LICENSE RENEWAL FEE	340.00	82164
		Total For Dept 136 DISTRICT COURT		2,399.54	
Dept 141 FRIEND OF THE COURT					
101-141-964.10	REIMBURSEMENT TO MANISTEE	MANISTEE COUNTY FOC	MANISTEE FOC AUGUST 2021	5,207.26	82150
101-141-964.10	REIMBURSEMENT TO MANISTEE	MANISTEE COUNTY FOC	MANISTEE FOC SEPTEMBER 2021	2,006.95	82150
		Total For Dept 141 FRIEND OF THE COURT		7,214.21	
Dept 142 JUVENILE DIVISION					
101-142-704.01	SALARY-DIRECTOR OF YOUTH SERVICE	MANISTEE COUNTY - ADMINIS	MANISTEE COURT COST REIMB AUGUST 2021	2,247.58	82149
		Total For Dept 142 JUVENILE DIVISION		2,247.58	
Dept 172 ADMINISTRATOR					
101-172-727.00	OFFICE SUPPLIES	QUILL CORPORATION	901-24398921, 901-2260271	378.61	82161
101-172-727.00	OFFICE SUPPLIES	QUILL CORPORATION	SWIFFER, MARKERS, CHAIRMAT	62.12	82161
101-172-727.00	OFFICE SUPPLIES	QUILL CORPORATION	MONITOR STAND	26.17	82161
101-172-900.00	PRINTING & PUBLISHING	PIONEER GROUP	AD FOR HR	134.70	82159
		Total For Dept 172 ADMINISTRATOR		601.60	
Dept 253 COUNTY TREASURER					
101-253-970.00	EQUIPMENT	AMAZON CAPITAL SERVICES, J	COMPUTER EQUIPMENT	331.02	82127
		Total For Dept 253 COUNTY TREASURER		331.02	
Dept 257 EQUALIZATION DEPARTMENT					
101-257-727.00	OFFICE SUPPLIES	OFFICE DEPOT	OFFICE SUPPLY ORDER	257.87	82155
		Total For Dept 257 EQUALIZATION DEPARTMENT		257.87	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
<b>Fund 101 GENERAL FUND</b>					
<b>Dept 265 BUILDING &amp; GROUNDS</b>					
101-265-750.00	MAINTENANCE SUPPLIES		MAILBOX REPLACEMENT	86.98	82154
101-265-850.00	TELEPHONE		ACCT 61319 TELEPHONE	697.92	82166
101-265-853.00	CELLULAR PHONES		842083652-00001 GCT CTR SEPT 21	131.10	82169
101-265-922.00	WATER & SEWER		VILLAGE OF BEULAH WATER AND SEWER	1,013.57	82170
			<b>Total For Dept 265 BUILDING &amp; GROUNDS</b>	<b>1,929.57</b>	
<b>Dept 266 LEGAL &amp; CONTRACTED SERVICES</b>					
101-266-810.00	LEGAL FEES		COHL, STOKER, TOSKEY, P.C.8/31/21 PHOTOCOPIES/ WESTLAW COMPUTER F	684.06	82134
101-266-815.20	ADMINISTRATION FEES - MANISTEE		MANISTEE COUNTY - ADMINISMANISTEE COURT COST REIMB AUGUST 2021	1,166.67	82149
			<b>Total For Dept 266 LEGAL &amp; CONTRACTED SERVICES</b>	<b>1,850.73</b>	
<b>Dept 267 PROSECUTING ATTORNEY</b>					
101-267-853.00	CELLULAR PHONES		842083652-00001 GCT CTR SEPT 21	43.70	82169
101-267-967.02	PROJECT EXPENSES - DOJ GRANT		842083652-00001 GCT CTR SEPT 21	43.70	82169
			<b>Total For Dept 267 PROSECUTING ATTORNEY</b>	<b>87.40</b>	
<b>Dept 268 REGISTER OF DEEDS</b>					
101-268-727.00	OFFICE SUPPLIES		JACKPINE BUSINESS CENTERS STAND UP RISER, ENVELOPES, PENS, RIBBON	842.62	
101-268-800.00	CONTRACTED SERVICES - LAREDO		FIDLAR TECHNOLOGIES INC LAREDO USAGE FEE AUGUST 2021	1,426.17	
101-268-860.00	TRAVEL		BISSELL, AMY TRAVEL TO ROD CONFERENCE - SHANTY CREEK	75.15	
101-268-860.00	TRAVEL		TRAVEL TO ROD CONFERENCE - SHANTY CREEK	75.15	
101-268-955.00	CONVENTIONS & MEETINGS		VISA=AMY BISSELL HOTEL FEE FOR ROD ANNUAL CONFERENCE	86.32	
			<b>Total For Dept 268 REGISTER OF DEEDS</b>	<b>2,505.41</b>	
<b>Dept 301 SHERIFF</b>					
101-301-748.00	GAS, OIL & GREASE		WEX BANK SHERIFF - FUEL 08/16 TO 09/15/2021 SHEI	377.73	82176
101-301-751.00	UNIFORMS		AMAZON CAPITAL SERVICES, UNIFORMS - ROAD	1,450.08	82127
101-301-751.00	UNIFORMS		AMAZON CAPITAL SERVICES, UNIFORMS - RUBIN	176.52	82127
101-301-853.00	CELLULAR PHONES-ROAD PATROL		CELLPHONES- SHERIFF SEPTEMBER 21	250.07	82169
101-301-967.02	PROJECT EXPENSES - DOJ GRANT		CELLPHONES- SHERIFF SEPTEMBER 21	495.15	82169
101-301-980.00	VEHICLE EQUIPMENT		NAPA AUTO SUPPLY, INC. 18-3 BULBS	9.63	82152
			<b>Total For Dept 301 SHERIFF</b>	<b>2,759.18</b>	
<b>Dept 333 SECONDARY ROAD PATROL</b>					
101-333-725.00	FRINGE BENEFITS		DEARBORN LIFE INSURANCE C(LIFE, ADD, LTD, STD AUGUST 21	43.67	82135
101-333-725.00	FRINGE BENEFITS		DEARBORN LIFE INSURANCE C(LIFE, ADD, LTD, STD AUGUST 21	43.67	82135
			<b>Total For Dept 333 SECONDARY ROAD PATROL</b>	<b>87.34</b>	
<b>Dept 426 EMERGENCY MANAGEMENT</b>					
101-426-725.00	FRINGE BENEFITS		DEARBORN LIFE INSURANCE C(LIFE, ADD, LTD, STD AUGUST 21	23.12	82135
101-426-725.00	FRINGE BENEFITS		DEARBORN LIFE INSURANCE C(LIFE, ADD, LTD, STD AUGUST 21	23.10	82135
101-426-727.00	OFFICE SUPPLIES		VISA=RHUBERS EMERGENCY MANAGEMENT VISA CHARGES #0975	236.16	
101-426-957.00	MISCELLANEOUS		CHARTER COMMUNICATIONS BALANCE DUE AUGUST (NO BILL RECEIVED) #	118.92	
			<b>Total For Dept 426 EMERGENCY MANAGEMENT</b>	<b>401.30</b>	
<b>Dept 648 MEDICAL EXAMINER</b>					
101-648-800.00	CONTRACTED SERVICES		MANISTEE COUNTY - ADMINISMANISTEE COURT COST REIMB AUGUST 2021	2,025.45	82149
			<b>Total For Dept 648 MEDICAL EXAMINER</b>	<b>2,025.45</b>	
<b>Dept 851 INSURANCE &amp; BONDS</b>					
101-851-725.06	LIFE INSURANCE		DEARBORN LIFE INSURANCE C(LIFE, ADD, LTD, STD AUGUST 21	219.93	82135
101-851-725.06	LIFE INSURANCE		DEARBORN LIFE INSURANCE C(LIFE, ADD, LTD, STD AUGUST 21	243.68	82135
			<b>Total For Dept 851 INSURANCE &amp; BONDS</b>	<b>463.61</b>	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 852 MEDICAL INSURANCE					
101-852-717.00	MEDICAL/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD OF BCBS PPO-	SEPT 21	4,275.74	82131
101-852-717.01	MEDICAL INSURANCE TO MANISTEE	MANISTEE COUNTY - ADMINIS	MANISTEE COURT COST REIMB AUGUST 2021	1,401.93	82149
101-852-717.02	HRA REIMBURSEMENT	MANISTEE COUNTY - ADMINIS	MANISTEE COURT COST REIMB AUGUST 2021	69.24	82149
101-852-718.00	SHORT/LONG TERM DISABILITY	DEARBORN LIFE INSURANCE C	LIFE, ADD, LTD, STD AUGUST 21	1,257.34	82135
101-852-718.00	SHORT/LONG TERM DISABILITY	DEARBORN LIFE INSURANCE C	INSURANCE	1,402.62	82135
101-852-874.00	MEDICAL INSURANCE - RETIREES	BLUE CROSS BLUE SHIELD OF	RETIREE INSURANCE- LAUTENBACH SEPT 21	577.80	82131
Total For Dept 852 MEDICAL INSURANCE				8,984.67	
Total For Fund 101 GENERAL FUND				51,814.65	
Fund 205 TNT OFFICER MILLAGE FUND					
Dept 000					
205-000-725.00	FRINGE BENEFITS	DEARBORN LIFE INSURANCE C	LIFE, ADD, LTD, STD AUGUST 21	40.89	82135
205-000-725.00	FRINGE BENEFITS	DEARBORN LIFE INSURANCE C	INSURANCE	40.89	82135
205-000-748.00	GAS, OIL & GREASE	WEX BANK	SHERIFF - FUEL 08/16 TO 09/15/2021	206.53	82176
205-000-853.00	CELLULAR PHONES-TNT	VERIZON WIRELESS	CELLPHONES- SHERIFF SEPTEMBER 21	40.77	82169
Total For Dept 000				329.08	
Total For Fund 205 TNT OFFICER MILLAGE FUND				329.08	
Fund 209 SCHOOL RESOURCE OFFICER					
Dept 000					
209-000-725.00	FRINGE BENEFITS	DEARBORN LIFE INSURANCE C	LIFE, ADD, LTD, STD AUGUST 21	44.86	82135
209-000-725.00	FRINGE BENEFITS	DEARBORN LIFE INSURANCE C	INSURANCE	44.86	82135
209-000-748.00	GAS, OIL & GREASE	WEX BANK	SHERIFF - FUEL 08/16 TO 09/15/2021	50.97	82176
Total For Dept 000				140.69	
Total For Fund 209 SCHOOL RESOURCE OFFICER				140.69	
Fund 213 JAIL OPERATIONS FUND					
Dept 265 BUILDING & GROUNDS					
213-265-783.00	EQUIP. SERVICES & SUPPLIES	KSS ENTERPRISES	PT/TP/DETERGENT	544.94	82148
213-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	842083652-00001 GCT CTR SEPT 21	48.70	82169
213-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELLPHONES- SHERIFF SEPTEMBER 21	198.61	82169
Total For Dept 265 BUILDING & GROUNDS				792.25	
Dept 351 JAIL - CORRECTIONS					
213-351-740.00	FOOD SUPPLIES	VISA=DAN SMITH	PRISONER TRANSPORT	3.06	82171
213-351-748.00	GAS, OIL & GREASE	WEX BANK	SHERIFF - FUEL 08/16 TO 09/15/2021	114.28	82176
213-351-865.00	PRISONER TRANSFER	VISA=DAN SMITH	PRISONER TRANSPORT	26.42	82171
Total For Dept 351 JAIL - CORRECTIONS				143.76	
Dept 851 INSURANCE & BONDS					
213-851-725.06	LIFE INSURANCE	DEARBORN LIFE INSURANCE C	LIFE, ADD, LTD, STD AUGUST 21	61.75	82135
213-851-725.06	LIFE INSURANCE	DEARBORN LIFE INSURANCE C	INSURANCE	52.25	82135
Total For Dept 851 INSURANCE & BONDS				114.00	
Dept 852 MEDICAL INSURANCE					
213-852-717.00	MEDICAL/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD OF	BCBS PPO- SEPT 21	1,386.73	82131
213-852-718.00	SHORT/LONG TERM DISABILITY	DEARBORN LIFE INSURANCE C	LIFE, ADD, LTD, STD AUGUST 21	425.56	82135
213-852-718.00	SHORT/LONG TERM DISABILITY	DEARBORN LIFE INSURANCE C	INSURANCE	365.91	82135
Total For Dept 852 MEDICAL INSURANCE				2,178.20	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 213 JAIL OPERATIONS FUND					
Total For Fund 213 JAIL OPERATIONS FUND				3,228.21	
Fund 214 EMERGENCY MEDICAL SERVICES (EMS) FUND					
Dept 265 BUILDING & GROUNDS					
214-265-750.00	MAINTENANCE SUPPLIES	NUGENT ACE HARDWARE	HAND SOAP ST 3	11.98	82154
214-265-850.01	INTERNET SERVICE	DIRECT TV	DIRECT TV ST 2	177.23	82136
Total For Dept 265 BUILDING & GROUNDS				189.21	
Dept 655 ADVANCED LIFE SUPPORT (ALS)					
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, LLC	MED SUPPLIES	850.50	82132
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, LLC	MED SUPPLIES	336.00	82133
214-655-748.00	GAS, OIL & GREASE	WEX BANK	SHELL FLEET PAYMENT	1,525.68	82175
214-655-749.00	VEHICLE REPAIRS	JUST TRUCKS INC	A33 AC REPAIR	1,529.60	82147
214-655-749.00	VEHICLE REPAIRS	VALLEY TRUCK PARTS	A21 ROTOR FROM BRAKE JOB	121.62	82168
214-655-751.00	UNIFORMS	TELE-RAD, INC.	TELERAD PANTS FOR LAURA	101.98	82165
Total For Dept 655 ADVANCED LIFE SUPPORT (ALS)				4,465.38	
Dept 851 INSURANCE & BONDS					
214-851-725.06	LIFE INSURANCE	DEARBORN LIFE INSURANCE C	LIFE, ADD, LTD, STD AUGUST 21	128.25	82135
214-851-725.06	LIFE INSURANCE	DEARBORN LIFE INSURANCE C	INSURANCE	28.50	82135
Total For Dept 851 INSURANCE & BONDS				156.75	
Dept 852 MEDICAL INSURANCE					
214-852-718.00	SHORT/LONG TERM DISABILITY	DEARBORN LIFE INSURANCE C	LIFE, ADD, LTD, STD AUGUST 21	488.11	82135
214-852-718.00	SHORT/LONG TERM DISABILITY	DEARBORN LIFE INSURANCE C	INSURANCE	559.00	82135
Total For Dept 852 MEDICAL INSURANCE				1,047.11	
Total For Fund 214 EMERGENCY MEDICAL SERVICES (EMS) FUN				5,858.45	
Fund 220 MARINE PATROL FUND					
Dept 000					
220-000-751.00	UNIFORMS	EMBROID ME OF TRAVERSE CI	MARINE JACKET	15.00	82137
220-000-751.00	UNIFORMS	EMBROID ME OF TRAVERSE CI	MARINE SHIRTS - 2	44.00	82137
Total For Dept 000				59.00	
Total For Fund 220 MARINE PATROL FUND				59.00	
Fund 228 SOLID WASTE/RECYCLING FUND					
Dept 000					
228-000-748.00	GAS, OIL & GREASE	NAPA AUTO PARTS	VEHICLE MAINTENANCE	127.89	
228-000-748.00	GAS, OIL & GREASE	ZYLSTRA, JESSE	MILEAGE	175.34	
228-000-850.00	TELEPHONE	VERIZON WIRELESS	842083652-00001 GCT CTR SEPT 21	43.70	82169
Total For Dept 000				346.93	
Dept 851 INSURANCE & BONDS					
228-851-725.06	LIFE INSURANCE	DEARBORN LIFE INSURANCE C	LIFE, ADD, LTD, STD AUGUST 21	4.75	82135
228-851-725.06	LIFE INSURANCE	DEARBORN LIFE INSURANCE C	INSURANCE	4.75	82135
Total For Dept 851 INSURANCE & BONDS				9.50	
Dept 852 MEDICAL INSURANCE					
228-852-718.00	SHORT/LONG TERM DISABILITY	DEARBORN LIFE INSURANCE C	LIFE, ADD, LTD, STD AUGUST 21	32.64	82135
228-852-718.00	SHORT/LONG TERM DISABILITY	DEARBORN LIFE INSURANCE C	INSURANCE	32.64	82135
Total For Dept 852 MEDICAL INSURANCE				65.28	
Total For Fund 228 SOLID WASTE/RECYCLING FUND				421.71	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 231 SOIL EROSION (SESSC) FUND					
Dept 723 SOIL EROSION CONTROL					
231-723-800.00	CONTRACTED SERVICES		ASSOCIATED GOVERNMENT SER\ PERMIT FEES AUGUST 21	2,200.00	82129
			Total For Dept 723 SOIL EROSION CONTROL	2,200.00	
			Total For Fund 231 SOIL EROSION (SESSC) FUND	2,200.00	
Fund 247 ANIMAL CONTROL FUND					
Dept 265 BUILDING & GROUNDS					
247-265-853.00	CELLULAR PHONES		VERIZON WIRELESS 842083652-00001 GCT CTR SEPT 21	97.40	82169
247-265-924.00	ELECTRIC & HEATING		DTE ENERGY GAS BILL FOR AUG	46.70	
			Total For Dept 265 BUILDING & GROUNDS	144.10	
Dept 430 ANIMAL CONTROL					
247-430-835.20	VET & DRUG FEES		PLATTE LAKE VETERINARY CLJ 45-21C SPAY AND VACC/50-21C NEUTER AND	247.35	
247-430-835.20	VET & DRUG FEES		PLATTE LAKE VETERINARY CLJ 60-21C NEUTER AND VACC/59-21C NEUTER AN	202.20	
247-430-835.20	VET & DRUG FEES		PLATTE LAKE VETERINARY CLJ 110-21D SPAY AND VACC/94-21D SPAY AND \	601.19	
247-430-835.20	VET & DRUG FEES		PLATTE LAKE VETERINARY CLJ 75-21D SPAY AND VACC/100-21D NEUTER ANI	718.01	
			Total For Dept 430 ANIMAL CONTROL	1,768.75	
Dept 851 INSURANCE & BONDS					
247-851-725.06	LIFE INSURANCE		DEARBORN LIFE INSURANCE C\ LIFE, ADD, LTD, STD AUGUST 21	9.50	82135
247-851-725.06	LIFE INSURANCE		DEARBORN LIFE INSURANCE C\ INSURANCE	9.50	82135
			Total For Dept 851 INSURANCE & BONDS	19.00	
Dept 852 MEDICAL INSURANCE					
247-852-718.00	SHORT/LONG TERM DISABILITY		DEARBORN LIFE INSURANCE C\ LIFE, ADD, LTD, STD AUGUST 21	56.31	82135
247-852-718.00	SHORT/LONG TERM DISABILITY		DEARBORN LIFE INSURANCE C\ INSURANCE	56.31	82135
			Total For Dept 852 MEDICAL INSURANCE	112.62	
			Total For Fund 247 ANIMAL CONTROL FUND	2,044.47	
Fund 249 BUILDING DEPARTMENT FUND					
Dept 371 BUILDING INSPECTOR					
249-371-800.00	CONTRACTED SERVICES		ASSOCIATED GOVERNMENT SER\ PERMIT FEES AUGUST 21	13,029.00	82129
			Total For Dept 371 BUILDING INSPECTOR	13,029.00	
Dept 372 PLUMBING INSPECTOR					
249-372-800.00	CONTRACTED SERVICES		ASSOCIATED GOVERNMENT SER\ PERMIT FEES AUGUST 21	4,955.00	82129
			Total For Dept 372 PLUMBING INSPECTOR	4,955.00	
Dept 373 MECHANICAL INSPECTOR					
249-373-800.00	CONTRACTED SERVICES		ASSOCIATED GOVERNMENT SER\ PERMIT FEES AUGUST 21	8,580.00	82129
			Total For Dept 373 MECHANICAL INSPECTOR	8,580.00	
Dept 375 ELECTRICAL INSPECTOR					
249-375-800.00	CONTRACTED SERVICES		ASSOCIATED GOVERNMENT SER\ PERMIT FEES AUGUST 21	7,347.00	82129
			Total For Dept 375 ELECTRICAL INSPECTOR	7,347.00	
			Total For Fund 249 BUILDING DEPARTMENT FUND	33,911.00	
Fund 261 911 EMERGENCY SERVICE FUND					
Dept 325 DISPATCH/COMMUNICATION					
261-325-727.00	OFFICE SUPPLIES		VISA=RHUBERS VISA CENTRAL DISPATCH CHARGES SEPT C#05	8.49	82172
261-325-853.00	CELLULAR PHONES		VERIZON WIRELESS 842083652-00001 GCT CTR SEPT 21	20.04	82169
261-325-855.00	RADIO MAINTENANCE/EQUIPMENT		GRAND TRAVERSE MOBILE COMM FRANKFORT REPEATER LINK REPAIR - BCSO C	1,182.00	82141

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 261 911 EMERGENCY SERVICE FUND					
Dept 325 DISPATCH/COMMUNICATION					
261-325-961.00	TRAINING & SCHOOLS	VISA=RHUBERS	VISA CENTRAL DISPATCH CHARGES SEPT C#09	152.32	82172
Total For Dept 325 DISPATCH/COMMUNICATION				1,362.85	
Dept 851 INSURANCE & BONDS					
261-851-725.06	LIFE INSURANCE	DEARBORN LIFE INSURANCE C(LIFE, ADD, LTD, STD AUGUST 21		35.63	82135
261-851-725.06	LIFE INSURANCE	DEARBORN LIFE INSURANCE C( INSURANCE		49.88	82135
Total For Dept 851 INSURANCE & BONDS				85.51	
Dept 852 MEDICAL INSURANCE					
261-852-718.00	SHORT/LONG TERM DISABILITY	DEARBORN LIFE INSURANCE C(LIFE, ADD, LTD, STD AUGUST 21		260.65	82135
261-852-718.00	SHORT/LONG TERM DISABILITY	DEARBORN LIFE INSURANCE C( INSURANCE		348.70	82135
Total For Dept 852 MEDICAL INSURANCE				609.35	
Dept 966 TRANSFER OUT					
261-966-999.00	CONTINGENCY	FRONTLINE PUBLIC SAFETY S(1 YR SUBSCRIPTION QA/QIE		2,200.00	82139
Total For Dept 966 TRANSFER OUT				2,200.00	
Total For Fund 261 911 EMERGENCY SERVICE FUND				4,257.71	
Fund 292 CHILD CARE FUND					
Dept 000					
292-000-704.02	SALARY - CASEWORKER	MANISTEE COUNTY - ADMINIS( MANISTEE COURT COST REIMB AUGUST 2021		3,070.00	82149
292-000-725.00	FRINGE BENEFITS - JUVENILE OFFIC	MANISTEE COUNTY - ADMINIS( MANISTEE COURT COST REIMB AUGUST 2021		736.46	82149
292-000-725.06	FRINGE BENEFITS - CASEWORKER	MANISTEE COUNTY - ADMINIS( MANISTEE COURT COST REIMB AUGUST 2021		2,288.98	82149
292-000-840.95	IN HOME CARE MISC.	QUAGLIA, VINCENT AFTER HOURS EMERGENCY ON CALL		150.00	82160
Total For Dept 000				6,245.44	
Total For Fund 292 CHILD CARE FUND				6,245.44	
Fund 296 JUVENILE JUSTICE FUND					
Dept 000					
296-000-975.00	MISC EXPENSE - WAGES	MANISTEE COUNTY - ADMINIS( MANISTEE COURT COST REIMB AUGUST 2021		969.48	82149
Total For Dept 000				969.48	
Total For Fund 296 JUVENILE JUSTICE FUND				969.48	
Fund 425 EQUIPMENT REPLACEMENT FUND					
Dept 426 EMERGENCY MANAGEMENT					
425-426-967.02	PROJECT EXPENSES - CERT	VISA=RHUBERS EMERGENCY MANAGEMENT VISA CHARGES #0975		85.91	
Total For Dept 426 EMERGENCY MANAGEMENT				85.91	
Total For Fund 425 EQUIPMENT REPLACEMENT FUND				85.91	
Fund 516 DELINQUENT TAX REVOLVING FUND					
Dept 000					
516-000-694.00	CASH OVER/SHORT	WELDON TOWNSHIP TREASURER OVERPAID ON DLQ TAXES		1,482.80	82174
Total For Dept 000				1,482.80	
Total For Fund 516 DELINQUENT TAX REVOLVING FUND				1,482.80	
Fund 701 GENERAL AGENCY FUND					
Dept 136 DISTRICT COURT					
701-136-265.00	CASH BONDS PAYABLE	19TH CIRCUIT COURT - BENZI( BOND TRANSFER: KASEY JOY ROGERS		5,000.00	82123
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT BOND APPLIED		50.00	82124



GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 701 GENERAL AGENCY FUND					
Dept 136 DISTRICT COURT					
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BOND APPLIED/COSTS	710.00	82125
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BOND APPLIED/COSTS	150.00	82126
701-136-265.00	CASH BONDS PAYABLE	IVES, STEVEN LAVERNE	BOND RETURN	140.00	82143
701-136-271.00	RESTITUTIONS PAYABLE	FAMILY FARE SUPERMARKET	RESTITUTION PYMT FROM JOSHUA J TOMS	7.96	82138
701-136-271.00	RESTITUTIONS PAYABLE	GLEN LAKE ELECTRIC INC	RESTITUTION PYMT FROM SAMUAL W CIKITY	185.00	82140
701-136-271.00	RESTITUTIONS PAYABLE	NORTH CAROLINA FARM BUREAU	RESTITUTION PYMT FROM KENNETH KOUBEK #1	300.00	82153
701-136-275.00	REFUNDS	BARBER, BRANDON DAVID	REFUND - OVERPAYMENT	233.00	82130
701-136-275.00	REFUNDS	GUNTHER, DANIEL	REFUND: OVERPAYMENT ON FINES & COSTS	15.00	82142
		Total For Dept 136 DISTRICT COURT		6,790.96	
Dept 253 COUNTY TREASURER					
701-253-275.00	TAX OVERPAYMENTS/REFUNDS	JULIE STONE	OVERPAID ON DOG LICENSE	5.00	82146
		Total For Dept 253 COUNTY TREASURER		5.00	
		Total For Fund 701 GENERAL AGENCY FUND		6,795.96	

BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund Totals:					
			Fund 101 GENERAL FUND	51,814.65	
			Fund 205 TNT OFFICER MII	329.08	
			Fund 209 SCHOOL RESOURC	140.69	
			Fund 213 JAIL OPERATION	3,228.21	
			Fund 214 EMERGENCY MEDIC	5,858.45	
			Fund 220 MARINE PATROL I	59.00	
			Fund 228 SOLID WASTE/REC	421.71	
			Fund 231 SOIL EROSION (	2,200.00	
			Fund 247 ANIMAL CONTROL	2,044.47	
			Fund 249 BUILDING DEPAR	33,911.00	
			Fund 261 911 EMERGENCY	4,257.71	
			Fund 292 CHILD CARE FUNI	6,245.44	
			Fund 296 JUVENILE JUSTIC	969.48	
			Fund 425 EQUIPMENT REPL	85.91	
			Fund 516 DELINQUENT TAX	1,482.80	
			Fund 701 GENERAL AGENCY	6,795.96	
Total For All Funds:				119,844.56	

# Elected Officials And Department Heads



**BENZIE SENIOR RESOURCES  
BOARD OF DIRECTORS MEETING  
SEPTEMBER 15, 2021  
4:30 P.M.  
The Gathering Place Senior Center & Zoom  
Agenda**

Topic: Benzie Senior Resources Board of Directors Meeting  
Time: Sep 15, 2021 04:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/81429764781?pwd=UmpZaFNVRctMOFY1V1ZwQ0VHeEIYQT09>

Meeting ID: 814 2976 4781

Passcode: 121564

Dial by your location

1 301 715 8592 US

Meeting ID: 814 2976 4781

Passcode: 121564

Call to Order

Prayer of Invocation

Pledge of Allegiance

Roll Call

Approval of the September 15, 2021 Agenda

Approval of Minutes from the previous meeting – August 18, 2021

**Public Input – Those attending In-person are permitted to participate. (Limit of 3 minutes for individual presentation and 15 minutes for group presentation)**

**Information Items**

- A. Executive Committee Report
- B. Fund Development Report
- C. Directors Report – August 2021/September 2021
- D. Program/Services Report – August 2021
- E. Board of Commissioners Update

**Action Items**

- 1. Finance Committee Report on the August 2021 Financials and Approval of the August 2021 Financials
- 2. Approval of the FY' 2022 Draft Budget

**New Business**

**Old Business**

- 1. Strategic Planning Dates – October 13, 2021 & November 3, 2021 beginning at 5pm
- 2. Staffing updates

**Board Round Table Discussion/Evaluation of Meeting**

**Adjournment – Board Approval**

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

**NEXT MEETING – October 20, 2021 @ 4:30 pm**  
Location: The Gathering Place Senior Center, 10579 Main Street, Honor

**RECEIVED**

SEP 15 2021

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

Benzie Senior Resources  
**Board of Directors Meeting**  
August 18, 2021 Meeting Minutes  
**In-Person and Virtual (Zoom) Meeting**

**Call to Order:** Chair Nancy Mullen Call called the meeting to order at 4:44 p.m.

**Prayer of Invocation:** None

**Pledge of Allegiance:** Said by all present

**Roll Call:**

Present: Nancy Mullen Call; Leo Hughes; Pam Howe-Perry; Linda Ringleka; Deb Rogers

Via Zoom: Ingrid Turner; Paul Turner from Santa Fe, NM

Absent: Ron Dykstra; Rosemary Russell

**Also Present:**

Sabra Boyle, Dawn Bousamra, Doug Durand and Tim Markey, Benzie County Commissioner

**Approval of the 8/18/2021 Agenda:** Motion by Linda Ringleka to accept the agenda as presented. Seconded by Deb Rogers.

All Board Members participating in person said Aye: Motion approved.

**Approval of the 7/21/2021 Meeting Minutes** – Motion with corrections by Deb Rogers to accept the minutes as presented. Seconded by Leo Hughes.

All Board Members participating in person said Aye: Motion approved.

**Public Input:** In Person-None; By phone-None

**Information Items**

**A. Executive Committee Report**

Meeting scheduled, but meeting did not occur as we did not have a quorum. Nancy Mullen Call summarized the agenda items (Chris Cook update, staffing updates, AAA, Agency Update, etc.)

**B. Fund Development Report**

Doug summarized the details of the Fund Development meeting. As of Wednesday, August 11<sup>th</sup> the Walk-A-Thon raised \$11,000 of \$20,000 goal. As of today August 18<sup>th</sup> the total raised is over \$20,000. Funds will continue to trickling in (including Rotary matching) for the remainder of the year. Next year we plan to seek businesses to participate in the actual event as walkers, riders, and/or runners. Some potential examples include Stormcloud Brewing, St. Ambrose, etc. Doug to contact the local ministerial association to see if we can get greater participation from them. Also looking into getting walkie talkies to better communicate with the mile marker stations. Tim Markey suggested contacting Rebecca Hubers, Benzie County Emergency Manager as she may have radios that we may use for future events. Doug mentioned they also plan to get a magnetic sign for Don (Van Driver) so participants know he is part of the event and can provide water or transportation during the event. Tim Markey also mentioned we may be able to borrow a UTV from Frankfort or Homestead Township. A draft of the year end appeal letter will be sent to the Fund Development Committee for review/input. The letter is targeted to be mailed out in November. Doug also stated based on feedback that the Walkathon went well and recognized Dawn Bousamra for her great work for her first year managing the event.

C. Program & Personnel Report

No meeting in July

D. Directors Report – July 2021/August 2021

Doug Durand advised that all who have driven the new delivery van truly enjoyed it. The donations from Cherryland Electric and Meals on Wheels America paid for the new van. Both sponsors are excited to get their logos on the vehicle as an acknowledgement of their support. BSR will be getting snow tires for the van before winter to insure it is prepared for winter roads.

E. Program/Services Report – July 2021

Doug Durand highlighted several elements of the report including the following: The new food serving process at The Gathering Place is beginning to work well. Legislatively, if Washington gets the budget passed, BSR will see a significant increase in funding for seniors going forward. The state is still in negotiations on budget, and we will wait to see what we can receive from the state. Home Delivered Meals delivered the second highest month in the agency's history with 6,853 meals in July. The biggest concern remains the ability to hire needed staff.

F. Board of Commissioners Update

Tim Markey provided the following updates: On behalf of the commissioners, they want to thank BSR for the great work that BSR does for the seniors in Benzie County. At the County's last board meeting Charter Communications announced/presented that they have been awarded \$1.4 billion in federal funding and are adding \$4.0 billion of their money to expand rural highspeed broadband (Upload speeds of 1G and download speeds of up to 110K). They are starting in Leelanau, Benzie, and Manistee counties. A map is available online at the FCC rural broad band auction site. There are also programs that will target those that currently get public assistance to subsidize the expense. Charter will begin this fall with plans for the first customers to be online in December. ARPA funds usage rules have not yet been provided so the county is cautiously developing plans for utilization. The County is also working on budget development.

**Action Items**

1. Finance Committee Report on the July 2021 Financials and Approval of the July 2021 Financials  
Deb Rogers stated that the Finance Committee met on 8/18. The finances are looking good and the Finance Committee is requesting Board approval. Motion by Pam Howe-Perry to approve the Finance Committee report. Deb Rogers seconded the motion.  
All Board Members present in person said Aye: Motion approved.

**New Business**

1. Sign Thank You Cards for Retired Board Members
  - a. 3 board members retired during COVID AI, Denise, and Beverly. Cards sent around to be signed by members present.
2. Draft of the Fiscal Year 2022 Budget
  - a. Budget numeric summary and budget narrative were provided. Doug Durand reviewed the following: COVID cost and revenues are having an impact on the budget. The draft budget includes funding for a vehicle and the upgraded kitchen equipment. Waiver clients are increasing. Pace North support is increasing, but we don't have the staff needed to fully utilize their support. The budget includes money for maintenance/operation of newer vehicles and kitchen equipment which should experience lower maintenance and energy costs overall. The budget was developed to be well balanced. Board Members will now have 30 days to review and advise. Then a vote will be taken at the September meeting. Board members should provide any feedback to Doug between now and the September meeting to allow for updates.

3. Chris Cooke, BSR Attorney – OMA Legal Opinion Response on in-person Board Meeting
  - a. Doug had shared Chris' feedback with all members. Zoom is still going to be used as an option, but Board Members participating via Zoom are not allowed to vote. Board meetings need to have a quorum (5) to vote. A legislative action would have to take place to change this in-person requirement and it will likely not happen soon.
4. Dates for the upcoming Strategic Planning Sessions
  - a. Looking for one date in October and one date in November to hold the Strategic Planning sessions. Dates being considered: October: 5<sup>th</sup>, 12<sup>th</sup> or 13<sup>th</sup> and November: 2<sup>nd</sup>, 3<sup>rd</sup>, 16<sup>th</sup> or 18<sup>th</sup>
  - b. October 13<sup>th</sup> appears to be the potential October date, but a November date is also needed.
5. AAA Provider Assessment Virtual Visit Review
  - a. Doug advised the purpose of the visit is to review all processes and procedures, however, due to the recent increase in COVID cases AAA changed the assessment to a virtual meeting at the last minute. This was very challenging for the BSR team. AAA provided very positive feedback on what BSR is doing, though noting a few assessments that were missed due to short staffing caused by incidents where staff had to quarantine. AAA did advise that BSR is recognized as "trail blazers" in all of Northern MI. He is waiting for the actual written feedback.
6. Staffing Updates
  - a. The good news is the kitchen staff is now at optimum level. A former worker with experience is one of the recent additions. The Home Health Care Director requested moving from full to part time so Doug has hired a new fulltime HHCD that will start August 30th. The individual was formerly at Munson Medical and very well qualified. Excel Office Supply is coming out to see if they can help design/build additional office space for the team. The foot care waiting list is now under control. BSR is still looking for homemaker candidates.
7. BSR COVID-19 Update/Review
  - a. Board Members were provided a copy of the updated BSR COVID protocol that is based on the Benzie Leelanau Health Department recommendations. Doug is being very cautious because if there were an outbreak at TGP, BSR would be required to shut down the entire operation for at least 10 days.

**Old Business – None**

**Board Round Table Discussion/Evaluation of Meeting – None**

#### **Meeting Adjournment**

There being no further business to discuss, a motion to adjourn was made by Deb Rogers and supported by Linda Ringleka. All Board Members participating in person said Aye: Motion approved and meeting adjourned at 6:04pm

**NEXT MEETING: September 15, 2021 at 4:30 p.m. Location: The Gathering Place Senior Center, 10579 Main Street, Honor, MI**

Respectfully submitted:

Leo Hughes,

Secretary, Benzie Senior Resources Board



Benzie Senior Resources  
Executive Directors Report  
August 2021 – September 2021

- September, October & November Meeting dates have in set for the strategic planning sessions with Elaine Wood from Woodside Strategies, LLC.
- Working on an agency staff/volunteer training topics for the upcoming new fiscal year 2022.
- Working with Excel Office Interiors for designing new workstations for the RN staff.
- Completing progress and final grant reports.
- Continuing to monitor CDC and Benzie Leelanau District Health Department closely related to COVID-19 and possible updating the BSR/TGPSC COVID-19 Mitigation Plans.
- Assisting in the orientation of our new Director of Home Healthcare.

### **Volunteer Report**

Two new Home Delivery Meal Volunteer Drivers started in August 2021.

### **Legislative News**

**Federal** – Still awaiting vote from the Senate on the FY'2022 Federal Budget and the signing by President Biden. Potential for increase funding for the Older Americans Act programs including nutritional and home care programs.

**State** – Still in the discussion stage for the FY 2022 Budget.

### **Program Report for August 2021**

#### **Nutritional Programs**

*In August 2021 we distributed 202 produce bags that includes 30+ vegetables, fruit and dairy products in each bag.*

#### **Home Delivered Meals**

Home Delivered Meals – **6,750** meals were provided to 228 clients in August 2021. **Year to date, we have delivered 15,126 additional meals as compared to last, which was a record year in the number of meals delivered.**

#### **Congregate Meals**

The Gathering Place Senior Center has now been opened for 2 months. In August we served 1,538 meals in August 2021. **The number of meals increased 23.3% over July 2021.**

**Guardian Medical Monitoring** - Thirty-nine clients receive this service at no cost to them. Currently we have no one on the waiting list.

**Benzie Bus Rides Senior Ride** – In August 2021, we paid for 1,221 senior rides and paid for 28 package deliveries.

**Information & Assistance** - The agency handled 1,003 calls in August 2021 regarding Information and Assistance for services and questions related to older adults. Now that the office is open, foot traffic is returning back to normal and less calls received. **Year to date we are up 13.7% over 2020.**

**Senior Companion Program** – The Senior Companion Program provided services to 3 senior clients in Benzie County in August.

**Dental Program** – We did not receive any invoices in for any client receiving dental services August 2021.

**Estate Planning** – Two individuals received services in August 2021 at no cost.

**Medicare/MMAP's** – 10 clients received services in August 2021 at no cost.

**Foot Care** – 10 clients received in-home foot care and 34 clients attended the foot care clinic at the administration office in August 2021.

**Emergency Senior Essential Needs Fund** – No funds were distributed in August 2021, but we have 4 pending cases that we are working.

**The Gathering Place Senior Center** – The Gathering Place Senior Center offered ten core activities that 462-cumulative number of individuals participated in August 2021. This represents an increase of 177% participation in activities attended. .

**In-Home Services for August 2021** – In August, we maintained a consistent number of clients. We are advertising for home healthcare aides/ certified nursing assistants for almost a year now to no avail to fill open positions.

#### Number of Home Health Care Clients

Month	Medicaid Waiver Care Management PACENorth	Sliding Scale Fee	Private Pay & Long-Term Care Insurance	Total Clients
October 2020	20	52	1	73
November 2020	21	52	1	74
December 2020	21	57	2	80
January 2021	21	62	2	85
February 2021	20	67	2	89
March 2021	24	69	2	95
April 2021	23	68	2	94
May 2021	22	67	1	90
June 2021	22	66	2	90
July 2021	23	73	3	99
August 2021	23	73	3	99
September 2021				

#### Client Total Hours

Month	Medicaid Waiver and Care Management	Sliding Scale Fee	Private Pay & Long-Term Care Insurance	Assessments RN Hours	Total Hours
October 2020	386.25	501.5	3	23	913.75
November 2020	359	441.5	3.25	22	825.75
December 2020	393	480.5	3	9	885.5
January 2021	373.25	435.5	3.5	20	832.25
February 2021	337	459	16	22	834
March 2021	404	537.25	24	12	977.25
April 2021	432.25	491.5	34.25	9	967
May 2021	365.25	480.25	21.5	23	890
June 2021	365.5	494	24.5	29	913
July 2021	346.75	446.5	54.25	29	876.5
August 2021	330.75	487.5	44	32	894.25
September 2021					
<b>TOTALS</b>	<b>4122.25</b>	<b>5255</b>	<b>231.25</b>	<b>230</b>	<b>9838.50</b>

### Client Total Visits

	RN Assessments	RN Med Management	Personal Care	Respite	Homemaking	Foot Care-in home	Totals
October 2020	23	51	411	50	23	3	561
November 2020	22	36	339	39	22	10	468
December 2020	9	62	373	49	22	9	524
January 2021	20	52	316	45	28	13	474
February 2021	22	60	302	63	12	5	464
March 2021	12	52	384	89	15	16	568
April 2021	9	49	368	91	13	16	546
May 2021	23	45	333	88	8	7	504
June 2021	29	48	339	88	7	5	516
July 2021	29	53	302	82	7	10	483
August 2021	45	48	321	85	8	10	517
September 2021							
<b>Totals</b>	<b>243</b>	<b>556</b>	<b>3788</b>	<b>769</b>	<b>165</b>	<b>104</b>	<b>5625</b>

**BENZIE SENIOR RESOURCES**  
**Statement of Financial Position**  
**As of August 31, 2021**

	<u><b>Aug 31, 21</b></u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
001 · STATE SAVINGS BANK CHECKING	
001.1 · TGP CHANGE FUND	150.00
001.2 · PETTY CASH - BSR ADMIN	150.00
001.3 · BSR CHANGE FUND	42.00
001.5 · OPERATING RESERVE FUND	52,122.00
001.6 · TGP ACTIVITY FUND	1,424.35
001 · STATE SAVINGS BANK CHECKING - Other	178,880.39
<b>Total 001 · STATE SAVINGS BANK CHECKING</b>	<u>232,768.74</u>
003 · STATE SAVINGS BANK HRA	1,275.06
009 · STATE SAVINGS BANK MM	
009.1 · HOLLENBECK	6,369.46
009.2 · HERRICK 2019 DONATION	18,027.36
009 · STATE SAVINGS BANK MM - Other	(24,396.82)
<b>Total 009 · STATE SAVINGS BANK MM</b>	<u>0.00</u>
011 · AMERICAN DEPOSIT MANAGEMENT	
011.1 · HOLLENBECK	6,369.46
011.2 · HERRICK 2019 DONATION	18,027.36
011 · AMERICAN DEPOSIT MANAGEMENT - Other	575,728.45
<b>Total 011 · AMERICAN DEPOSIT MANAGEMENT</b>	<u>600,125.27</u>
<b>Total Checking/Savings</b>	<u>834,169.07</u>
<b>Accounts Receivable</b>	
1200 · Accounts Receivable	12,708.00
<b>Total Accounts Receivable</b>	<u>12,708.00</u>
<b>Other Current Assets</b>	
109 · INVENTORY	10,745.82
<b>Total Other Current Assets</b>	<u>10,745.82</u>
<b>Total Current Assets</b>	<u>857,622.89</u>
<b>Fixed Assets</b>	
150 · BUILDING	480,375.70
151 · VEHICLES	
151.1 · VEHICLE WARRANTY	1,840.00
151 · VEHICLES - Other	192,120.00
<b>Total 151 · VEHICLES</b>	<u>193,960.00</u>
152 · EQUIPMENT	138,492.17
157 · LAND IMPROVEMENTS	1,800.00
160 · ACCUMULATED DEPRECIATION	(418,107.65)
<b>Total Fixed Assets</b>	<u>396,520.22</u>
<b>TOTAL ASSETS</b>	<u><u><b>1,254,143.11</b></u></u>

**BENZIE SENIOR RESOURCES**  
**Statement of Financial Position**  
**As of August 31, 2021**

	<u>Aug 31, 21</u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2000 · Accounts Payable	35,060.27
<b>Total Accounts Payable</b>	<u>35,060.27</u>
<b>Other Current Liabilities</b>	
2100 · Payroll Liabilities	
228.01 · ACCRUED SOCIAL SECURITY TAXES	5,391.00
229.01 · ACCRUED FEDERAL WITHHOLDING	2,447.00
233 · ACCRUED MI WITHHOLDING	2,606.52
2100 · Payroll Liabilities - Other	276.11
<b>Total 2100 · Payroll Liabilities</b>	<u>10,720.63</u>
<b>Total Other Current Liabilities</b>	<u>10,720.63</u>
<b>Total Current Liabilities</b>	<u>45,780.90</u>
<b>Long Term Liabilities</b>	
250 · MORTGAGE PAYABLE	110,597.52
253 · LEASE PAYABLE	7,625.71
260 · NET PENSION LIABILITY	454,923.00
<b>Total Long Term Liabilities</b>	<u>573,146.23</u>
<b>Total Liabilities</b>	<u>618,927.13</u>
<b>Equity</b>	
3900 · FUND BALANCE	403,044.94
Net Income	232,171.04
<b>Total Equity</b>	<u>635,215.98</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>1,254,143.11</u></u>

**BENZIE SENIOR RESOURCES**  
**Statement of Financial Income & Expense**  
**August 2021**

	<u>August</u>	<u>Budget</u>	<u>\$ Change</u>
<b>ORDINARY INCOME/EXPENSE</b>			
<b>INCOME</b>			
519.03 · TITLE III C2 INCOME	8,528.56	8,528.00	0.56
519.05 MIPPA (MMAP)	0.00	250.00	(250.00)
519.06 WAIVER-SNOW REMOVAL	0.00	0.00	0.00
519.07 CARES ACT FUNDING	0.00	0.00	0.00
540 · GRANTS	10,000.00	9,166.00	834.00
561 - HDM WAIVER	1,057.00	750.00	307.00
642 · CHARGES FOR SERVICES/CONT	448.80	1,820.00	(1,371.20)
642.01 · FEE FOR SERVICE/CHORE	989.00	500.00	489.00
642.02 · FEE FOR SERVICE/HOMEMAKER	2,798.00	2,600.00	198.00
642.03 - FEE FOR SERV/SNOW REMOVAL	42.00	0.00	42.00
642.1 - FEE FOR SLIDING SCALE CLIENTS	5,100.25	5,840.00	(739.75)
642.05 - FEE FOR PRIVATE PAY & INS	1,356.25	300.00	1,056.25
670 - CLIENT INCOME	8,280.40	11,500.00	(3,219.60)
673 · NEWSLETTER SUB	20.00	25.00	(5.00)
675 · DONATIONS	14,476.63	10,000.00	4,476.63
676 · MILLAGE	96,453.33	96,453.00	0.33
680 · VOLUNTEER WAGES (IN-KIND).	6,915.00	6,600.00	315.00
677 - FUNDRAISING	18,723.53	14,000.00	4,723.53
681 - IN-KIND (non-volunteer)	0.00	375.00	(375.00)
690 - TRIP INCOME	0.00	350.00	(350.00)
PACE North	1,097.00	625.00	472.00
Other	0.00	125.00	(125.00)
<b>TOTAL INCOME</b>	<u>176,285.75</u>	<u>169,807.00</u>	<u>6,478.75</u>
<b>GROSS PROFIT</b>	176,285.75	169,807.00	6,478.75
<b>EXPENSE</b>			
705 · SALARY AND WAGES	70,472.37	68,116.00	2,356.37
708 · PAYROLL TAX EXPENSE	5,291.72	6,385.00	(1,093.28)
709 · EDUCATION/TRAINING	86.00	570.00	(484.00)
710 · EVENTS	625.00	200.00	425.00
711 · TGpsc ACTIVITIES	36.95	200.00	(163.05)
715 · CLOTHING ALLOWANCE	3,145.83	0.00	3,145.83
717 · DUES/SUBSCRIPTIONS	75.00	100.00	(25.00)
721 · COMPUTER EXPENSES	466.00	2,040.00	(1,574.00)
725 · FRINGE BENEFITS	11,874.48	12,070.00	(195.52)
726 - FUNDRAISING/MARKETING EXP	300.84	500.00	(199.16)
727 · SUPPLIES	3,193.12	2,582.00	611.12
727.2 · OFFICE EXP	1,117.67	1,062.00	55.67

**BENZIE SENIOR RESOURCES**  
**Statement of Financial Income & Expense**  
**August 2021**

	<u>August</u>	<u>Budget</u>	<u>\$ Change</u>
727.3 - POSTAGE	77.71	600.00	(522.29)
727.4 - ADVERTISING	1,837.67	415.00	1,422.67
740 - FOOD	23,127.26	16,500.00	6,627.26
819 - CONTRACTUAL	22,741.92	20,709.00	2,032.92
820 - VOLUNTEER WAGES (IN-KIND)	6,915.00	6,600.00	315.00
825 - VOLUNTEER EXPENSES	345.00	720.00	(375.00)
850 - TELEPHONE	647.39	326.00	321.39
861 - TRAVEL/MILEAGE/GAS	2,633.85	3,335.00	(701.15)
900 - INTEREST EXPENSE	286.97	275.00	11.97
910 - INSURANCE	9,595.00	3,450.00	6,145.00
915 - PROJECTS	0.00	750.00	(750.00)
920 - UTILITIES	1,823.94	2,900.00	(1,076.06)
940 - DEPRECIATION EXPENSE	2,499.50	3,300.00	(800.50)
980 - EQUIPMENT/REPAIRS	3,055.10	1,625.00	1,430.10
980.1 - OUTDOOR MAINTENANCE	80.00	290.00	(210.00)
981 - HDM VEHICLE MAINT/GAS	1,307.32	1,250.00	57.32
980.2 - INDOOR MAINTENANCE	0.00	165.00	(165.00)
<b>TOTAL EXPENSE</b>	<u>173,658.61</u>	<u>157,035.00</u>	<u>16,623.61</u>
<b>NET ORDINARY INCOME</b>	2,627.14	12,772.00	(10,144.86)
<b>OTHER INCOME/EXPENSES</b>			
<b>OTHER INCOME</b>			
990 - INTEREST/DIVIDEND INCOME	29.08	70.00	(40.92)
999 - OTHER INCOME	87.34	0.00	87.34
<b>TOTAL OTHER INCOME</b>	<u>116.42</u>	<u>70.00</u>	<u>46.42</u>
<b>OTHER EXPENSE</b>			
999.1 - OTHER EXPENSE	0.00	83.00	(83.00)
99999 - LEGAL EXPENSE	112.00	125.00	(13.00)
<b>TOTAL OTHER EXPENSE</b>	<u>112.00</u>	<u>208.00</u>	<u>(96.00)</u>
<b>NET OTHER INCOME</b>	<u>4.42</u>	<u>(138.00)</u>	<u>142.42</u>
<b>NET INCOME</b>	<u><u>2,631.56</u></u>	<u><u>12,634.00</u></u>	<u><u>(10,002.44)</u></u>

**BENZIE SENIOR RESOURCES**  
**Statement of Financial Income & Expense**  
**Oct 2020 - August 2021**

	<b>Oct-Aug 2021</b>	<b>Budget</b>	<b>\$ Change</b>
<b>ORDINARY INCOME/EXPENSE</b>			
<b>INCOME</b>			
519.03 · TITLE III C2 INCOME	93,813.65	93,813.00	0.65
519.04 · FEDERAL USDA	51,862.24	56,500.00	(4,637.76)
519.05 MIPPA (MMAF)	3,250.00	2,750.00	500.00
519.07 CARES ACT FUNDING	107,717.85	0.00	107,717.85
519.06 WAIVER-SNOW REMOVAL	1,080.00	0.00	1,080.00
540 · GRANTS	82,000.00	100,831.00	(18,831.00)
561 - HDM WAIVER	9,788.50	8,250.00	1,538.50
642 · CHARGES FOR SERVICES/CONT	2,354.93	8,050.00	(5,695.07)
642.01 · FEE FOR SERVICE/CHORE	14,770.00	10,600.00	4,170.00
642.02 · FEE FOR SERVICE/HOMEMAKER	26,281.00	28,600.00	(2,319.00)
642.03 - FEE FOR SERV/SNOW REMOVAL	10,018.00	18,850.00	(8,832.00)
642.1 - FEE FOR SLIDING SCALE CLIENTS	55,420.50	64,165.00	(8,744.50)
642.05 - FEE FOR PRIVATE PAY & INS	4,703.75	1,700.00	3,003.75
670 - CLIENT INCOME	78,605.76	126,500.00	(47,894.24)
673 · NEWSLETTER SUB	350.00	275.00	75.00
675 · DONATIONS	155,943.22	110,000.00	45,943.22
676 · MILLAGE	1,060,986.63	1,060,986.00	0.63
680 · VOLUNTEER WAGES (IN-KIND).	68,895.80	72,600.00	(3,704.20)
677 - FUNDRAISING	75,117.01	64,000.00	11,117.01
681 - IN-KIND (non-volunteer)	5,234.75	4,125.00	1,109.75
690 - TRIP INCOME	0.00	1,350.00	(1,350.00)
691 - MISC INCOME	0.00	1,375.00	(1,375.00)
SPONSORSHIP INCOME	0.00	3,000.00	(3,000.00)
PACE NORTH	6,014.00	6,875.00	(861.00)
<b>TOTAL INCOME</b>	<b>1,914,207.59</b>	<b>1,845,195.00</b>	<b>69,012.59</b>
<b>GROSS PROFIT</b>	<b>1,914,207.59</b>	<b>1,845,195.00</b>	<b>69,012.59</b>
<b>EXPENSE</b>			
700 - ACCOUNTING FEES	8,700.00	8,225.00	475.00
701 FFCRA-EXPENSES (COVID-19)	2,537.70	0.00	2,537.70
705 · SALARY AND WAGES	738,853.89	817,384.00	(78,530.11)
708 · PAYROLL TAX EXPENSE	57,859.62	76,615.00	(18,755.38)
709 · EDUCATION/TRAINING	2,272.77	6,225.00	(3,952.23)
710 · EVENTS	1,617.59	2,200.00	(582.41)
711 · TGPSC ACTIVITIES	129.48	2,200.00	(2,070.52)
715 · CLOTHING ALLOWANCE	3,899.93	500.00	3,399.93

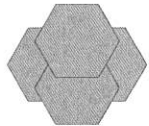


**BENZIE SENIOR RESOURCES**  
**Statement of Financial Income & Expense**  
**Oct 2020 - August 2021**

	<b>Oct-Aug 2021</b>	<b>Budget</b>	<b>\$ Change</b>
717 · DUES/SUBSCRIPTIONS	4,623.33	3,925.00	698.33
720 - BAD DEBT	521.50	0.00	521.50
721 · COMPUTER EXPENSES	23,751.87	22,452.00	1,299.87
725 · FRINGE BENEFITS	103,341.93	117,754.00	(14,412.07)
726 - FUNDRAISING/MARKETING EXP	3,410.94	5,400.00	(1,989.06)
727 · SUPPLIES	37,807.44	28,414.00	9,393.44
727.2 · OFFICE EXP	12,139.67	11,688.00	451.67
727.3 - POSTAGE	3,723.13	4,174.00	(450.87)
727.4 - ADVERTISING	9,235.79	4,580.00	4,655.79
740 · FOOD	187,285.64	163,500.00	23,785.64
819 · CONTRACTUAL	179,551.42	221,938.00	(42,386.58)
820 · VOLUNTEER WAGES (IN-KIND)	68,895.80	72,600.00	(3,704.20)
825 · VOLUNTEER EXPENSES	3,281.05	12,960.00	(9,678.95)
850 · TELEPHONE	4,073.49	3,780.00	293.49
861 · TRAVEL/MILEAGE/GAS	28,178.30	36,668.00	(8,489.70)
900 · INTEREST EXPENSE	3,195.40	3,225.00	(29.60)
910 · INSURANCE	49,763.06	42,550.00	7,213.06
915 · PROJECTS	18,207.22	9,750.00	8,457.22
920 · UTILITIES	24,733.51	25,155.00	(421.49)
940 · DEPRECIATION EXPENSE	36,749.21	36,300.00	449.21
980 · EQUIPMENT/REPAIRS	51,345.80	17,875.00	33,470.80
980.1 - OUTDOOR MAINTENANCE	4,136.45	7,700.00	(3,563.55)
981 · HDM VEHICLE MAINT/GAS	16,926.66	13,750.00	3,176.66
980.2 - INDOOR MAINTENANCE	1,000.87	1,828.00	(827.13)
991 - TRIP EXPENSE	0.00	0.00	0.00
CAPITAL IMPROVEMENT EXPENSE	0.00	0.00	0.00
<b>TOTAL EXPENSE</b>	<b>1,691,750.46</b>	<b>1,781,315.00</b>	<b>(89,564.54)</b>
<b>NET ORDINARY INCOME</b>	<b>222,457.13</b>	<b>63,880.00</b>	<b>158,577.13</b>
<b>OTHER INCOME/EXPENSES</b>			
<b>OTHER INCOME</b>			
990 · INTEREST/DIVIDEND INCOME	1,166.88	700.00	466.88
999 - OTHER INCOME	9,137.02	0.00	9,137.02
999.8 - GAIN ON ASSET	200.00	0.00	200.00
<b>TOTAL OTHER INCOME</b>	<b>10,503.90</b>	<b>700.00</b>	<b>9,803.90</b>
<b>OTHER EXPENSE</b>			

BENZIE SENIOR RESOURCES  
Statement of Financial Income & Expense  
Oct 2020 - August 2021

	<u>Oct-Aug 2021</u>	<u>Budget</u>	<u>\$ Change</u>
999.1 - OTHER EXPENSE	150.00	917.00	(767.00)
99999 - LEGAL EXPENSE	640.00	1,375.00	(735.00)
<b>TOTAL OTHER EXPENSE</b>	<u>790.00</u>	<u>2,292.00</u>	<u>(1,502.00)</u>
 <b>NET OTHER INCOME</b>	 <u>9,713.90</u>	 <u>(1,592.00)</u>	 <u>11,305.90</u>
 <b>NET INCOME</b>	 <u><u>232,171.03</u></u>	 <u><u>62,288.00</u></u>	 <u><u>169,883.03</u></u>



**Benzie  
SENIOR RESOURCES**

Be connected. Be supported. Be home.

July 2021 Journal Entry Summary

- 896. JE to remove duplicate charge for lodging for Exec Director for WAT
- 897. JE to record payroll wages/taxes across all programs – original payroll entry posts to one class \*
- 898. reclass payroll health insurance deductions from “uncategorized” to appropriate class, i.e. Home Health and Admin \*
- 899. JE to record monthly depreciation expense (non-cash transaction) \*
- 900. JE to adjust monthly inventory to actual after physical inventory done at TGP \*
- 901. reclass payroll mileage reimbursements from “uncategorized” to appropriate class, i.e. Home Health and Admin \*
- 902. JE to record 401K payroll deferrals across all programs - original payroll entry posts to one class \*
- 903. JE to record volunteer hours in-kind wages \*
- 904. JE to void lost check #16581 dated 12/7/2020 – re-issued check 9/2021

\* **Monthly recurring Journal Entries.**



**BENZIE SENIOR RESOURCES**  
**Monthly Journal Entries**  
**August 2021**

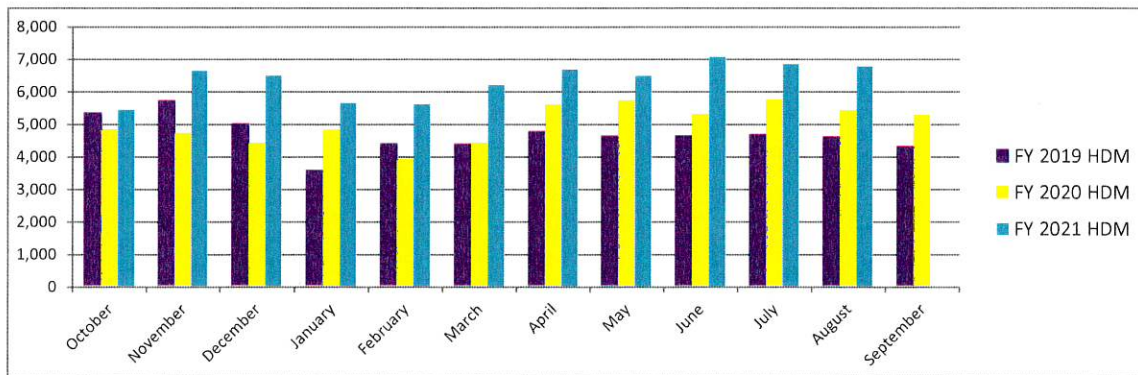
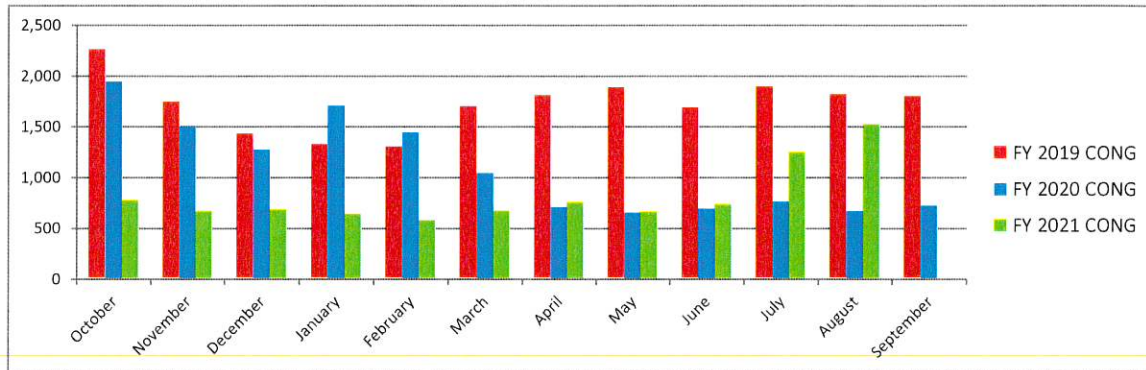
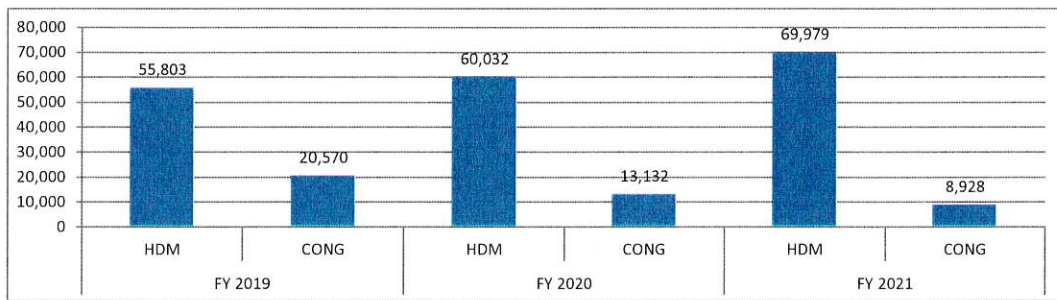
Trans #	Type	Date	Num	Memo	Debit	Credit
117609	General Journal	08/16/2021	896R	Reverse of GJE 896 -- For CHK DEBIT voided on 08/16/2021 Reverse of GJE 896 -- For CHK DEBIT voided on 08/16/2021	141.25	
						141.25
					141.25	141.25
117936	General Journal	08/31/2021	897	TO RECORD PAYROLL SPREAD BY PROGRAM	7,649.62	
				TO RECORD PAYROLL SPREAD BY PROGRAM	59.75	
				TO RECORD PAYROLL SPREAD BY PROGRAM	722.56	
				TO RECORD PAYROLL SPREAD BY PROGRAM	399.48	
				TO RECORD PAYROLL SPREAD BY PROGRAM	3,728.59	
				TO RECORD PAYROLL SPREAD BY PROGRAM	5,469.76	
				TO RECORD PAYROLL SPREAD BY PROGRAM	861.37	
				TO RECORD PAYROLL SPREAD BY PROGRAM	722.56	
				TO RECORD PAYROLL SPREAD BY PROGRAM	754.32	
				TO RECORD PAYROLL SPREAD BY PROGRAM	4,669.05	
				TO RECORD PAYROLL SPREAD BY PROGRAM	2,238.49	
				TO RECORD PAYROLL SPREAD BY PROGRAM	2,883.71	
				TO RECORD PAYROLL SPREAD BY PROGRAM		30,159.26
				TO RECORD PAYROLL SPREAD BY PROGRAM	602.91	
				TO RECORD PAYROLL SPREAD BY PROGRAM	4.39	
				TO RECORD PAYROLL SPREAD BY PROGRAM	53.42	
				TO RECORD PAYROLL SPREAD BY PROGRAM	30.10	
				TO RECORD PAYROLL SPREAD BY PROGRAM	252.32	
				TO RECORD PAYROLL SPREAD BY PROGRAM	428.17	
				TO RECORD PAYROLL SPREAD BY PROGRAM	64.41	
				TO RECORD PAYROLL SPREAD BY PROGRAM	53.42	
				TO RECORD PAYROLL SPREAD BY PROGRAM	54.94	
				TO RECORD PAYROLL SPREAD BY PROGRAM	369.71	
				TO RECORD PAYROLL SPREAD BY PROGRAM	141.71	
				TO RECORD PAYROLL SPREAD BY PROGRAM	240.68	
				TO RECORD PAYROLL SPREAD BY PROGRAM		2,296.18
					32,455.44	32,455.44
117937	General Journal	08/31/2021	898	TO RECORD PAYROLL INSURANCE DEDUCTION SPREAD BY P...		696.63
				TO RECORD PAYROLL INSURANCE DEDUCTION SPREAD BY P...		199.53
				TO RECORD PAYROLL INSURANCE DEDUCTION SPREAD BY P...		2.42
				TO RECORD PAYROLL INSURANCE DEDUCTION SPREAD BY P...		24.24
				TO RECORD PAYROLL INSURANCE DEDUCTION SPREAD BY P...		6.06
				TO RECORD PAYROLL INSURANCE DEDUCTION SPREAD BY P...		79.66
				TO RECORD PAYROLL INSURANCE DEDUCTION SPREAD BY P...		32.62
				TO RECORD PAYROLL INSURANCE DEDUCTION SPREAD BY P...		19.39
				TO RECORD PAYROLL INSURANCE DEDUCTION SPREAD BY P...		24.24
				TO RECORD PAYROLL INSURANCE DEDUCTION SPREAD BY P...		15.84
				TO RECORD PAYROLL INSURANCE DEDUCTION SPREAD BY P...		395.70
				TO RECORD PAYROLL INSURANCE DEDUCTION SPREAD BY P...		14.55
				TO RECORD PAYROLL INSURANCE DEDUCTION SPREAD BY P...		42.40
				TO RECORD PAYROLL INSURANCE DEDUCTION SPREAD BY P...	1,553.28	
					1,553.28	1,553.28
117966	General Journal	08/31/2021	899	TO RECORD DEPRECIATION	2,499.50	
				TO RECORD DEPRECIATION		2,499.50
					2,499.50	2,499.50
118028	General Journal	08/31/2021	900	adjust Inventory to actual	1,531.97	
				adjust Inventory to actual		570.50
				adjust Inventory to actual		593.79
				adjust Inventory to actual		183.84
				adjust Inventory to actual		183.84
					1,531.97	1,531.97
118029	General Journal	08/31/2021	901	reclass mileage		2,718.00
				reclass mileage - WAT	102.50	
				reclass mileage - HHC	2,615.50	
					2,718.00	2,718.00
118030	General Journal	08/31/2021	902	reclass ER MATCH 401k		1,183.98
				reclass ER MATCH 401k	191.51	
				reclass ER MATCH 401k	128.63	
				reclass ER MATCH 401k	1.79	
				reclass ER MATCH 401k	17.93	
				reclass ER MATCH 401k	4.48	
				reclass ER MATCH 401k	83.73	
				reclass ER MATCH 401k	123.14	
				reclass ER MATCH 401k	18.34	
				reclass ER MATCH 401k	17.93	
				reclass ER MATCH 401k	17.29	

**BENZIE SENIOR RESOURCES**  
**Monthly Journal Entries**  
August 2021

Trans #	Type	Date	Num	Memo	Debit	Credit
				reclass ER MATCH 401k	54.03	
				reclass ER MATCH 401k	433.05	
				reclass ER MATCH 401k	92.13	
					<u>1,183.98</u>	<u>1,183.98</u>
118031	General Journal	08/31/2021	903	TO RECORD INKIND WAGES	6,815.00	
				TO RECORD INKIND WAGES		6,815.00
				TO RECORD INKIND WAGES	100.00	
				TO RECORD INKIND WAGES		<u>100.00</u>
					<u>6,915.00</u>	<u>6,915.00</u>
118095	General Journal	08/31/2021	904	void lost ck #16581 dated 12/7/2020 - re-issued 9.2021	17.00	
				void lost ck #16581 dated 12/7/2020 - re-issued 9.2021		<u>17.00</u>
					<u>17.00</u>	<u>17.00</u>
<b>TOTAL</b>					<u><b>49,015.42</b></u>	<u><b>49,015.42</b></u>

Benzie Senior Resources  
HDM/Cong comparison  
Units Served 2019-2020-2021

	FY 2019		FY 2020		FY 2021	
	HDM	CONG	HDM	CONG	HDM	CONG
October	5,320	2,252	4,814	1,942	5,451	774
November	5,690	1,736	4,711	1,500	6,644	666
December	4,985	1,424	4,404	1,275	6,490	682
January	3,555	1,318	4,812	1,706	5,658	638
February	4,369	1,296	3,903	1,445	5,616	579
March	4,359	1,694	4,416	1,044	6,212	671
April	4,748	1,802	5,582	710	6,695	754
May	4,609	1,879	5,711	657	6,495	664
June	4,622	1,682	5,281	696	7,079	731
July	4,662	1,885	5,735	765	6,853	1,247
August	4,594	1,811	5,403	670	6,786	1,522
September	4,290	1,791	5,260	722		
total meals	55,803	20,570	60,032	13,132	69,979	8,928



**Benzie Transportation Authority - August 2021 Statement of Activities**

	August 2021		Oct-Aug 2021		2021		Aug		Oct-Aug 2020	
	Actual	Budget	Actual	Budget	Annual Budget	Actual	Budget	Actual	Budget	Budget
<b>Income</b>										
40100 - Passenger/Contract Fares	11,426.49	12,650.00	85,829.88	102,450.00	115,000.00	274.00	13,500.00	79,805.97	146,500.00	
40615 - Advertising Income	537.50	1,300.00	9,112.50	9,250.00	13,400.00	3,250.00	975.00	25,825.00	8,925.00	
40710 - Sale of Maintenance Services	958.31	833.33	13,902.19	9,166.63	10,000.00	65.73	1,655.00	5,456.88	17,345.00	
40760 - Gains from Sale Capital Assets	4,907.56	0.00	13,714.55	0.00	0.00	0.00	0.00	0.00	0.00	
40810 - Donations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	470.00	0.00	
40800 - Taxes Levied Directly for/by TA	589.17	0.00	667,759.48	664,917.24	664,917.24	214.77	0.00	642,567.06	643,126.85	
41101 - State Operating Assistance	0.00	57,427.00	516,843.00	631,697.00	689,118.95	0.00	53,016.00	530,160.00	583,176.00	
41301 - Section 5311	0.00	0.00	210,520.78	247,851.51	330,468.66	0.00	0.00	205,382.50	233,439.00	
41361 - CARES Act	0.00	0.00	130,090.22	152,751.00	203,668.00	0.00	0.00	205,381.50	0.00	
41398 - RTAP	0.00	0.00	7,782.00	5,500.00	5,500.00	0.00	1,800.00	690.92	5,500.00	
41400 - Interest Income/Other Revenue	85.55	100.00	917.53	1,100.00	1,200.00	70.30	250.00	3,703.25	3,775.00	
<b>Total Income</b>	<b>18,504.58</b>	<b>72,310.33</b>	<b>1,656,472.13</b>	<b>1,824,683.38</b>	<b>2,033,272.85</b>	<b>3,874.80</b>	<b>71,196.00</b>	<b>1,699,443.08</b>	<b>1,641,786.85</b>	
<b>Expense</b>										
50101 - ALL Salaries and Wages	88,200.10	88,300.00	893,632.92	1,004,738.00	1,093,440.00	83,066.85	82,394.00	893,090.01	988,332.00	
50209 - 457 Co-Match	1,680.00	1,500.00	18,800.00	19,400.00	20,800.00	780.00	830.00	9,340.00	10,090.00	
50200 - Fringe Benefits	21,560.02	23,575.00	258,270.15	278,303.00	309,377.00	22,779.66	19,461.00	237,743.81	251,458.00	
50310 - Board Compensation	560.00	320.00	2,240.00	2,400.00	2,400.00	240.00	0.00	3,310.00	2,000.00	
50399 - Service Expense	24,245.25	7,327.00	81,022.58	85,118.00	110,900.00	12,746.87	6,617.00	118,171.93	91,364.00	
50401 - Fuel and Lubricants	10,211.67	12,750.00	77,577.46	97,200.00	110,000.00	5,091.50	9,575.00	35,797.71	103,400.00	
50402 - Tires and Tubes	0.00	0.00	15,434.20	12,500.00	12,500.00	3,997.50	0.00	10,665.00	12,500.00	
50404 - Major Purchase	1,695.99	0.00	1,695.99	2,000.00	3,500.00	6,475.00	0.00	8,655.50	3,500.00	
50405 - Office Supplies	641.61	875.00	4,126.30	8,700.00	9,700.00	1,371.05	795.00	7,925.57	9,480.00	
50406 - Parts Revenue Vehicles	543.71	2,200.00	11,681.17	22,500.00	25,000.00	5,467.01	1,750.00	27,468.86	20,500.00	
50407 - Parts for Non Revenue Vehicles	0.00	83.00	1,811.98	911.00	1,000.00	561.04	100.00	613.02	900.00	
50499 - Materials and Supplies	1,835.16	2,902.50	19,506.57	28,627.50	31,500.00	10,207.93	2,272.00	48,184.54	27,285.00	
50500 - Utilities	3,096.55	3,166.00	41,248.20	42,741.00	46,120.00	3,790.97	3,210.00	41,308.11	42,480.00	
50603 - Insurance	0.00	0.00	49,149.00	51,800.00	51,800.00	0.00	0.00	24,177.00	30,280.00	
50700 - Taxes and Fees	30.44	175.00	1,308.73	1,745.00	1,900.00	0.00	0.00	3,332.50	1,367.00	
50902 - Travel, Meetings & Training	523.28	1,040.00	2,990.59	9,020.00	10,000.00	177.69	900.00	5,648.76	9,150.00	
50903 - Association Dues and Subscript	292.78	500.00	5,036.28	5,545.00	6,000.00	28.89	400.00	4,799.37	5,600.00	
57402 - Ineligible RTAP	0.00	0.00	8,482.00	5,500.00	5,500.00	0.00	1,800.00	690.92	5,500.00	
<b>Total Expenses</b>	<b>155,116.56</b>	<b>144,713.50</b>	<b>1,494,014.12</b>	<b>1,678,748.50</b>	<b>1,851,437.00</b>	<b>156,781.96</b>	<b>130,104.00</b>	<b>1,480,922.61</b>	<b>1,615,186.00</b>	
<b>Net Income/Loss</b>	<b>-136,611.98</b>	<b>-72,403.17</b>	<b>162,458.01</b>	<b>145,934.88</b>	<b>181,835.85</b>	<b>-152,907.16</b>	<b>-58,908.00</b>	<b>218,520.47</b>	<b>26,600.85</b>	

Reconciled balances as of August 31, 2021

Honor Bank Checking	\$9,454.03
Honor Bank - Savings	\$545,494.07
Honor Bank - Money Mkt	\$100,831.48
MichiganClass-liquid asset security	\$0.00
<b>Total</b>	<b>\$655,779.58</b>

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SEP 16 2021

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617





**Benzie County EMS  
Commissioner's meeting**

**Fleet Report**

A21, Honor unit running good

A22, Backup: Running well

A31, Frankfort: running well

A32, Backup: running well

A33, Day Car: Unit had a catalytic converter replaced that was plugged, blower motor, plugs and wires.

E61 running good

**Education**

Mandatory training in October on documentation, signatures, Medicare compliance, Peds med administration.

Lenny and Fire Recovery will be doing the training.

**Covid-19 Preparedness**

No new changes, with Delta variant on the horizon

**Ambulance purchase**

Build set to begin in April with a June 2022 completion date.

IRONMAN: Will be meeting with crews for feedback. Some discussions already were to have Green lake and Almira in Frankfort if they are dedicated units to IRONMAN, staff all 5 of our units, better egress for the two units at the boat launch during the swim portion.

This was a half triathlon, there were many first-time racers. There were at least 12 swimmers removed from race and taken to med tent for eval, two swimmers removed and sent with EMS for hospital transport. Numerous contacts for runners and bikers, with 3 additional transports to POH in addition to our county requests.

Staffing 3 ft units: I will start this project as other projects close.

**Call volume data**

Year	total requests	avg per day	
2017	2347	6.40	
2018	2209	6.05	
2019	2122	5.8	
2020	2231	6.1	
	To date	avg per day	Est requests for year
2021	1735	6.69	2445

**RECEIVED**

SEP 22 2021

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617



## Monthly Stats

August 2021

Total EMS Runs:	192
Total 911 calls:	146
Transfers	30
Intercepts	8
Total BCEMS Transport	126
Total Non-Transport/cancels	28
<b>Destination:</b>	
Assisted living in TC	
Maples	1
Manistee	2
Munson	116
POH	14
Chest Pain/cardiac:	14
Cardiac Arrest/DOA:	
Stroke:	5
Psych:	4
Potential substance use:	6
<b>Calls per County</b>	
Benzie:	180
Grand Traverse:	9
Manistee:	2
Antrim?	1
<b>Calls Per Day of Week</b>	
Sunday	21
Monday	31
Tuesday	33
Wednesday	17
Thursday	35
Friday	21
Saturday	34
Average Response time	
10.22	
Average Shoot Time	
2.65	

July 2021

Total EMS Runs:	223
Total 911 calls:	172
Transfers	39
Intercepts	3
Total BCEMS Transport	149
Total Non-Transport	71
<b>Destination:</b>	
POH	27
Maples	2
Munson	117
Manistee	3
unknown	6
Chest Pain:	24
Cardiac Arrest/DOA:	1
Peds:	14
Stroke:	6
Psych:	6
Alcohol/Drug/ Poisoning/Overdose:	7
<b>Calls per County</b>	
Benzie:	210
Grand Traverse:	9
Manistee:	2
Leelanau	2
<b>Calls Per Day of Week</b>	
Sunday	27
Monday	26
Tuesday	28
Wednesday	31
Thursday	24
Friday	46
Saturday	41

RECEIVED

SEP 22 2021

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617





## Benzie County Office of Emergency Management

### Emergency Management Activities

for the month September 2021

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

The Region 7 Homeland Security Planning Board meetings are in-person. The September meeting was held September 2, 2021 in Frederic, MI. The Critical Infrastructure Key Resources survey of each county to the state has a new deadline of February 2022. An EOC needs comparison is also started to make sure funding supports EOC operations equally among counties.

**2. CERT Activations**

CERT assisted with traffic points for the Rotary Annual Bike Fest. on August 21. The also assisted with parking with Lake Ann's Music in the park on August 28. CERT assisted with 10 traffic points during the Ironman event September 12 and provided supplemental communication needs, MICIMS reporting, lift assist, and crowd control for first responders. CERT also assisted Leelanau County with parking and traffic control at the Empire Hill Climb event on September 18.

**3. Ironman September 12, 2021**

The Ironman 70.3 Michigan was completed on September 12, 2021. There will be an after-action review sponsored by Ironman and the City of Frankfort. Community members with concerns or comments should approach their local government (village/city/township) for representation as all of those involved are invited.

**4. EOC COVID-19 Response**

Some communities still have a stat of emergency in place to accommodate remote participation in OMA regulated meetings. Those that have rescinded prior to expiration should notify the Office of Emergency Management to update the State.

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

The LEPC and LPT will be finally starting the collaboration with Networks Northwest to complete the Natural Hazard Mitigation Plan, after grant delays. Surveys (through survey monkey) will be going out to committee/team members and local government officials. We ask that everyone take the time to consider and provide input to the survey to give us a quality and thorough understanding of the needs of each community in regard to natural hazard mitigation.

**6. Benzie County Sheriff's Office – Victims Services Unit**

The VSU had its first "deployment" on September 1, 2021 following a severe worksite accident. The team members felt useful, and the local agencies appreciated the service they were able to provide. Almira Township did a quick social media "shout out" to the VSU recently and gave the program a bit of recognition and attention. BCSO does not have a web page so OEM may include a VSU information link on the County web page for the community to learn more about the program.

**7. School Safety Workgroup**

The Benzie County School Safety Workgroup resumed their bi-monthly meetings starting September 20, 2021. Both school districts are generating emergency plan "flip books" for staff and getting back to a school routine that includes safety drills.

The SRO millage is scheduled to expire December 2021.

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**8. Benzie County Lakeshore Erosion / High Water**

The projected levels for September 17th indicate that all the lakes are within one to six inches below levels from a month ago and remain below last year's levels. Lake Michigan-Huron remains above their long-term average levels. Projections for October indicate water levels will decline by three inches on Lake Michigan-Huron. (September 17, 2021, USACE weekly Great Lakes Water Level update)

**10. Upcoming Events**

October 7, 2021 – Region 7 Homeland Security Board meeting, Frederic, MI  
October 18, 2021 – 2pm Local Emergency Planning Committee meeting  
October 28, 2021 - 2pm Local Planning Team meeting

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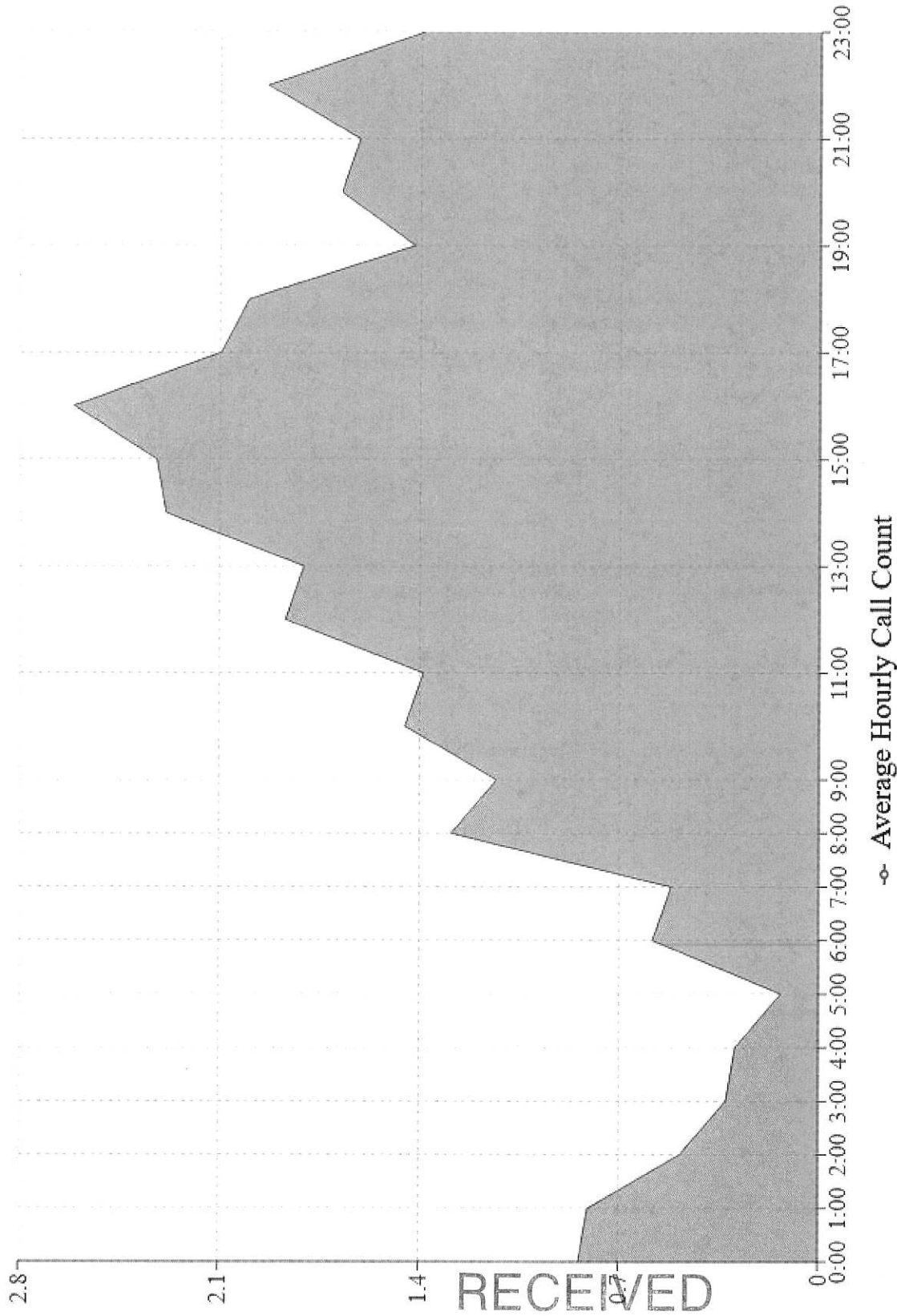
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BEULAH, MI 49617





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

8/1/2021 to 8/31/2021



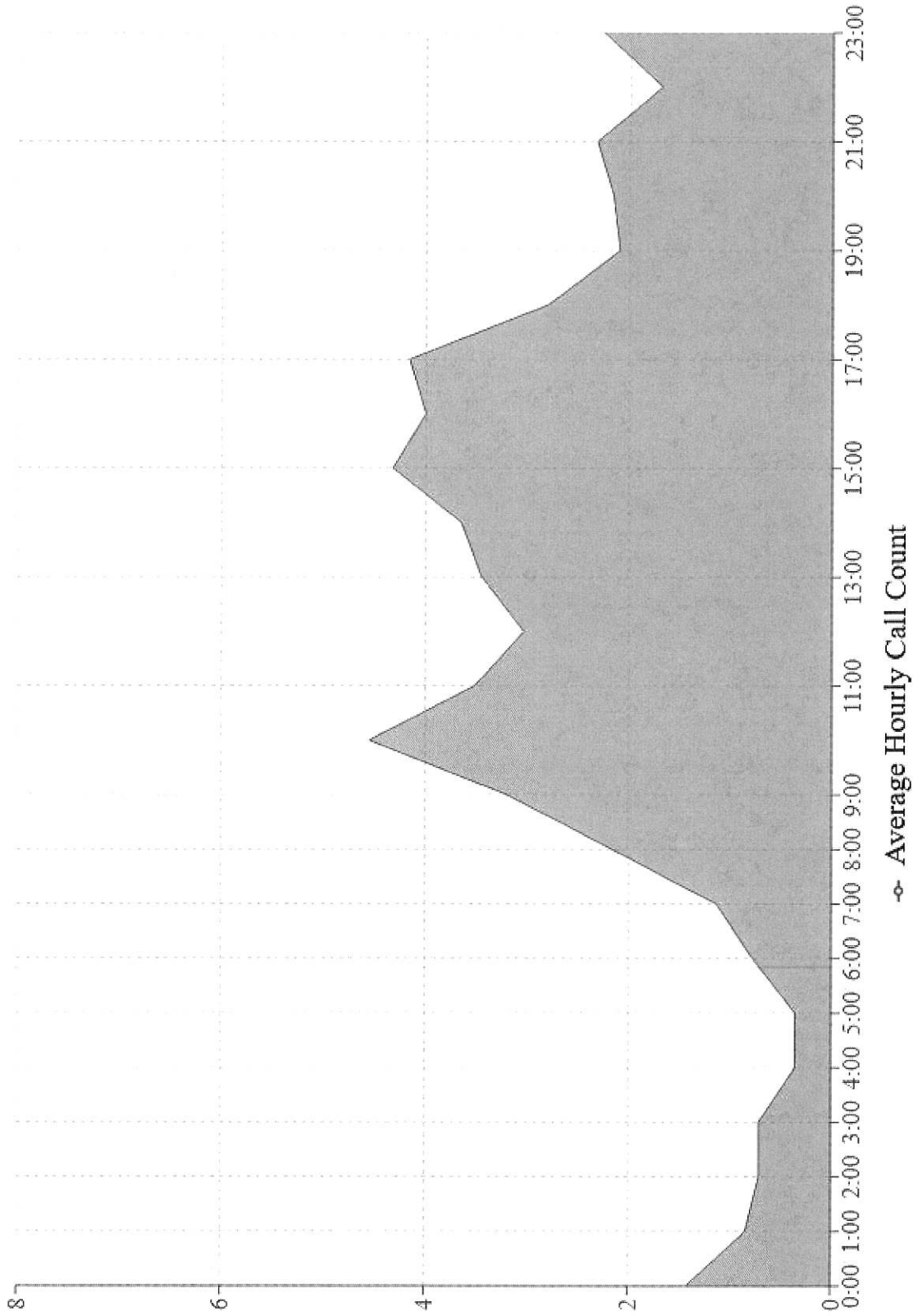
## SUMMARY

Hour	Average	Highest	Total Call Count	Percentage	Tandem	NG911	Blind	Attended	Conference	Total
	Hourly Call Count	Hourly Call Count	Count		Transfers	Transfers	Transfers	Transfers	Transfers	Transfers
—	1.3	28.0	1000	100.0%	47	0	0	1	1	49



# Admin Inbound Calls – Calls by Hour of Day

8/1/2021 to 8/31/2021



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## SUMMARY

Hour	Average	Highest	Total Call	Percentage	Tandem	NG911	Blind	Attended	Conference	Total
Hourly Call Count	Hourly Call Count	Hourly Call Count	Count		Transfers	Transfers	Transfers	Transfers	Transfers	Transfers
—	2.3	15.0	1725	100.0%	0	0	127	3	0	130



	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21
9-1-1 Calls	532	431	479	557	631	784	1168	1000
Admin Inbound calls	1286	1227	1340	1198	1520	1688	1789	1725
Transferred 9-1-1 to another PSAP	17	14	31	23	35	44	51	49
Transfers within building	121	88	124	100	114	138	109	130
Call for Service Nature types:								
Abandoned 9-1-1	83	63	65	108	94	119	259	216
Abandoned Vehicle	19	1	1	2	8	5	2	1
Accidental Dial	59	33	31	50	29	58	110	89
Aircraft Down								
Alarm - Commercial	10	8	8	9	8	11	7	11
Alarm - Medical	5	10	9	13	12	7	11	7
Alarm - Residential	7	7	5	10	12	19	13	13
Ambulance Request	151	129	110	133	128	159	180	169
Ambulance Transfer	26	38	29	26	34	34	50	33
Animal Control Complaint	8	15	13	12	15	42	22	26
Assault	4	3	6	6	4	4	4	8
Assist Other Dept / County	9	8	12	9	10	13	16	14
Be on the Lookout			1		3	1	5	5
Boater in Distress						5	2	1
Boating Complaint					1		2	5
Breaking and Entering	3	1	3	3	6	6	5	3
Breaking and Entering - In progress		1		1	2	2	2	2
Breaking and Entering - Vehicle					2		1	3
Bullying					2			
Bus Lights Disregarded			1		3			
Car vs Bear - Property Damage Accident				1		2		
Car vs Deer - Property Damage Accident	26	12	17	15	18	29	22	16
Careless Use							1	1
Child Neglect								
Child Abuse	1	1		2				
Citizen Assist	13	9	15	8	3	12	23	16
Civil - Assist	3	3		2	12		3	3
Civil - Dispute	1	4	2	5	1	1	1	
Civil - Standby	1	1	3	2	3	3	3	1
Computer Crime		1						
Conservation Law Violations	1			1		3	2	2
Counterfeit Money / ID								
COVID - Executive Order response			2				1	
Criminal Sexual Conduct (CSC)			4	2	2	1	2	2
Custody Dispute	2	2	2	4	1	4	1	1
Deer Permit Issued	2							
Disorderly Subject				2		3	2	1
Domestic Violence	6	4	4	6	10	9	9	11
Drowning								
Drug Activity	3	1	2	4	3	3	3	1
Embezzlement		1						1
Family Trouble	6	7	8	7	8	7	7	5
Fight in Progress	1	1	1		2	2	2	5
Fire - Alarm	3	3	4	3	3	8	4	6
Fire - Brush			6	3	2			
Fire - Chimney	1		1			1		
Fire - Grass			2	3	1	3		
Fire - Other		2	7	6	11	6	4	3
Fire - Structure	3	8	9	3	3	2	2	1
Fire - Vehicle		1		1		4		
Fireworks Complaint						2	13	
Fraud	6	6	11	8	6	6	4	5
	Jan-21	Jan-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21



Gas Leak (Natural Gas)	1	1		1	2		2	
Harassment	2	8	6	6	7	6	7	4
Harassing Telephone Calls / Text	3	2		2	1	1	1	2
Hazardous Material Spill / Leak		1						
Identity Theft						1		2
Illegal Burn	1		2	3	1		1	1
Illegal Dumping	1	1		2	2			1
Illegal Fireworks								
Incorrigible Youth	2	2	2	5	2	3	5	10
Injured Animal	9	5	5	2	9	5		5
Intoxicated Driver - Suspected	1	3	2	2	2	4	1	
Intoxicated Subject	5		1				2	3
Landlord / Tenant Dispute	3	2		3	2	4	1	3
Larceny	3	7	7	12	12	17	10	9
Leaving the scene of accident							1	
Livestock in the roadway				2	1	1		1
School Lock down (including drills)	1							
Lost Property / Animal		1		2	2		1	2
Loud Party						1		1
Marijuana Possession								
Malicious Destruction of Property	4	4	1	4	4	10	9	5
Minor in possession of tobacco								
Minor in possession of alcohol					1			1
Misdialed 9-1-1	21	12	21	13	30	21	35	17
Missing Person		2		2	8	3	10	4
Motorist Assist	4	10	4	8	3	4	9	10
Neighbor Dispute	2	3	3	5	5	5		
Noise Complaint			4	3	4		7	15
Off Road Vehicle Complaint								1
Open Door		1		1	2	2	1	
Open Intoxicant in a Motor Vehicle							1	
Other / Misc	17	27	16	25	43	36	56	58
Paper Service	1							
Parking Complaint	2	2	1		1	2	11	4
Patient Transfer - EMS								
Peeping Tom								
Person in the Water	1	1					1	2
Personal Injury Accident	4	8	5		2	7	7	7
Personal Protection Order - Entry	3	2	2	3	5	4	3	2
Personal Protection Order - Violation		4	1		3	2	6	1
Possession of Illegal Substance								
Power Line - Down, Fire, Arcing	3		4	2	3	7	9	32
Private Property Accident	2	7	1	6	6	3	8	5
Probation Violation		1					1	
Property Check			1	2	1			
Property Damage Accident	19	29	10	10	15	20	21	27
Property Dispute	1		2	1		2	1	1
Prowler								
Reckless Driver	18	11	28	21	34	36	47	34
Road Hazard	5	14	6	7	14	9	14	7
Robbery - Armed								
Robbery - Unarmed								
Roll Over - Personal Injury Accident	1		1	1	2	2	3	
Roll Over - Property Damage Accident	2		2	2	1	2	2	1
Runaway		2	4		1	1	1	1
Sex Offender Violations								
Shoplifting		2	1		2		2	2
Shots fired complaint	1		1	4	5	5	10	3
Stalking			2					
	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21





Suicidal Subject	4	4	4	7	4	4	3	4
Suspicious Mail / Package	1		2					
Suspicious Person	2	2	1	6	5	7	7	8
Suspicious Telephone Call / Text				2		1		1
Suspicious Situation	21	20	23	15	34	34	34	32
Suspicious Vehicle	8	3	8	8	9	9	10	8
Test Call	24	4	16	7	22	7	18	21
Threats	6	6	5	5	10	6	8	6
Traffic Stop	399	256	352	257	376	416	489	486
Tree Down in Road	3	1	22	1	15	26	28	34
Trespassing	1	1		4	6	3	5	7
Truancy	1		1	3	1			
Unauthorized Driving Away Automobile	1		1	1	3			
Uninitiated 9-1-1 call	3	1		14	2	4	2	1
Unknown Accident	1	5	2	5		4	8	2
Unwanted Person	5	3	5	4	8	6	11	1
Unwanted Telephone Calls / Texts	1			1		1		
Vandalism	1		2	1		2	1	1
Vehicle in Ditch	7	24	2	1	3			2
Verbal Dispute	2		1		4	1	1	3
VIN Inspection		1	2	4	2	8	3	2
Warrant Attempt	1		1	1		1		
Warrant Arrest			2	1		1	1	
Warrant Entry	5	8	3	14	10	16	10	11
Warrant TIP	2	1			1			1
Water Rescue				1				
Welfare Check	26	14	19	20	17	18	23	17
<b>TOTAL</b>	<b>1134</b>	<b>863</b>	<b>1020</b>	<b>1017</b>	<b>1239</b>	<b>1435</b>	<b>1818</b>	<b>1676</b>
<b>Smart911</b>								
	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21
Total number of profiles as of =	811	814	816	818	821	822	822	834
9-1-1 calls to Dispatch with profile	8	12	4	5	10	8	8	5
Chat by text	24	8	3	7	13	17	30	20
Chat with response	13	3	3	4	7	6	18	11
Tickets with SOS Location	234	245	224	249	333	462	694	612



# ACTION ITEMS



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# Memorandum

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To: Board of Commissioners

Copy: Rick Morris, Maintenance Coordinator  
Laura Barrett, Administrative Assistant

From: Katie Zeits, County Administrator *Katie Zeits*

Date: September 22, 2021

Subject: **Governmental Center Cleaning Services**

The current cleaning contract for the Governmental Center is expiring as of September 30<sup>th</sup>. Rick and I advertised for bids for cleaning services and Laura made many calls to cleaning companies in the area. As a result, we have received two bids for cleaning services for the Governmental Center from Signature Services, Benzonia, LLC and Erin Johnson.

Each bid reflects a three-year contract with Benzie County to perform the necessary cleaning of office areas, common areas, and restrooms. Signature Services, Benzonia, LLC proposes a monthly fee of \$4,100 for the cleaning services and Erin Johnson proposes a monthly fee of \$4,500.

Rick, Laura and I chatted about the proposed services by both entities and would like to recommend the contract be awarded to the low bidder, Signature Services, Benzonia, LLC. This entity has an established history of positive service in the Benzie County area and we believe they will perform cleaning services at an exceptional level.

## Suggested Motion:

That the Board Chairman be authorized to execute a three-year contract with Signature Services, Benzonia, LLC in the monthly amount of \$4,100 for cleaning services as described in the bid dated September 20, 2020, such contract subject to approval as to its substance and form by legal counsel.

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DAWN OLNEY  
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BEULAH, MI 49617



**BENZIE COUNTY**  
**2021– 2022 GENERAL APPROPRIATION**  
**ACT AND BUDGET**

Pursuant to Act 2 PA 1968, as amended, the County must adopt a general appropriation act and budget for the General Fund and all Special Revenue Funds. This general appropriation act and attached budget is adopted to comply with those provisions.

Public Hearing

Pursuant to MCLA 141.412 and .413, notice of a public hearing on the proposed budget was published in the *Benzie County Record Patriot* a newspaper of general circulation on September 2, 2020. The budget is then available for the public review at the Benzie County Government Center for two weeks after the public hearing on the proposed budget was conducted. Said public hearing was held on September 14, 2021.

Chief Administration Officer

The County Administrator is designated as the Chief Administrative Officer, as that term is defined in Act 2 PA 1968, as amended. The Chief Administrative Officer, along with the members of the Committee of the Whole, works in partnership with County Elected Officials, and Department Heads when developing the budget. Once the budget is approved, the Administrator meets with the Finance Manager and Committee of the Whole as necessary to determine if amendments are needed.

Budget Amendments

In accordance with section 17 of Act 2 PA 1968, as amended, budget amendments shall be presented to the Board of Commissioners at such time as it is determined that there may be expenditures in excess of the appropriation, or revenue shortfalls.

Benzie County Millage Rates

The Benzie County Board of Commissioners, for the purpose of the Truth in Taxation Budgeting Act, does hereby authorize to be levied for the 2021 tax year (FY 2021-22), a total County levy of 8.2715 mills for purposes of operations and authorized debt services, as summarized below:

Benzie County General Operating	3.3808	General government operations
Jail Operation	.8862	Jail operations and maintenance
Emergency Medical Services	.7743	Advanced life support/ambulances
Veterans Services	.0400	Assistance to veterans
Commission on Aging	.8283	Services to aging citizens
Soil Conservation	.1222	Soil conservation services
TNT Officer	.0964	TNT Officer
School Resource Officer	.1761	School Resource Officers
Road Commission	.9791	Road operations, repair & equipment
Medical Care Facility	.3531	Medical Care Facility
Medical Care Debt	.6363	MCF debt levy for expansion project

This represents the total number of 8.2715 mills of ad valorem property taxes to be levied and the purpose for which that millage is to be levied. This complies with the "Truth in Budgeting Act." The total 8.2715 levied mills is lower in the 2021 tax year than the 8.4660 levied mills in the 2020 tax year. In addition, the 2020 tax year millage has also been reduced due to a Headlee rollback.

The Board of Commissioners further resolves to adopt the FY 2021/2022 General Fund Operating Budget at a total of \$7,205,894 and a FY 2021/2022 Supplemental Fund Budget totaling \$33,985,859, for a total fund budget of \$41,191,753.

#### Level of Adoption and Control

The FY 2021/2022 budget has been prepared at the revenue/expense level, by source and line item, by activity (department) and by function. The adopted budget level is on a fund and activity basis for the General Fund and a fund basis for all other funds, subject to all County policies regarding the expenditure of funds, and the conditions set forth in this resolution. The Administrator and/or Finance Manager shall monitor each department within each fund on a line-item basis, with necessary budget amendments (at the activity level) to be submitted to the board as needed.

#### Budget Basis of Accounting

The FY 2021/2022 Benzie County budgets are hereby adopted on an activity (departmental) basis for the General Fund and on a fund basis for all other funds, as contained in the budget document.

#### Departmental Appropriations to Other Funds

Departmental appropriations to other funds are to be transferred to those funds on a quarterly basis for the first three quarters of the fiscal year and as needed near the end of the fourth quarter. Additional action by the Board of Commissioners is not required for these transfers.

#### Adherence to County Policies and Procedures

Funds are appropriated contingent upon compliance with said purchasing procedures and personnel policies adopted by the Board of Commissioners. All County Elected Officials and County Appointed Department Heads shall abide by the purchasing procedures and personnel policies, as adopted and amended by the Board of Commissioners.

#### Approved Position Roster

The approved employee positions on the Position Roster List contained in the budget by appropriation values shall limit the number of employees who can be employed, and no funds are appropriated for any position or employee not on the Approved Position Roster. Further, there may be a need to increase or decrease various positions within the budget and/or to impose a hiring freeze and/or impose lay-offs due to unforeseen financial changes. Therefore, the Approved Position Roster may be changed from time to time by the Board and/or the Board may impose a hiring freeze. The County Elected Officials and the County Department Heads shall abide by whatever changes are made by the Board, if any, relative to the approved positions and the number of employees stated in the Position Roster.



#### Authorized Positions

The authorized positions in the Position Roster List contained in each budget by appropriation indicate the authorized maximum number of employees in their respective classifications for that budget. The Board must specifically approve any deviations from this list.

#### Cost Shared Positions

There are certain positions contained in the Position Roster List that are supported in some part by a grant, cost sharing, childcare reimbursement, or other source of outside funding. These positions are only approved contingent upon the County receiving the budgeted revenues generated by this position. In the event outside funding is not received, or the County is notified that it will not be receiving the expected funding, then said positions shall be considered unfunded and eliminated from the Approved Position Roster List, unless specifically approved by the Board of Commissioners for the position to remain.

#### Appropriations to Non-County Organizations

Appropriations to Non-County organizations shall be paid in accordance with the provisions of the applicable inter-local agreement or contractual agreement with the organization. Each agreement shall be approved by the Board of Commissioners and be signed by the Board Chairperson. All Non-County organizations that receive appropriations from Benzie County will be subject to the Open Meetings Act and the Freedom of Information Act.

#### Capital Outlay

Purchases of equipment, furniture, or other fixed assets in excess of \$5,000.00 shall be considered "Capital Outlay" and shall be purchased by the Administrator or their designee. Any purchases of this type are to be added to the accounting records in the General Fixed Assets Account Group. Capital outlays must be in compliance with the Benzie County Purchasing Policy.

#### Approval of Payroll

Payroll is a claim against the County; however, payroll (including all payroll taxes and deductions) may be paid in accordance with collective bargaining agreements. The Board of Commissioners will approve a salary for elected and non-represented employees along with the various bargaining unit agreements. The County's payroll will be processed in accordance with these approvals.

#### Approval of Claims Against the County (Accounts Payable)

Pursuant to MCL 46.71, all claims (accounts payable) shall be submitted by the County Administrator or their designee on a "List of Claims for Prior Approval" as required by MCL 46.11(q).

The Committee of the Whole is hereby authorized to approve the payments of all financial claims against the County

#### Payment of Claims Prior to Approval

In order to take advantage of discounts and avoid finance charges and late fees, or in emergency/time sensitive circumstances or circumstances deemed appropriate, the County Administrator or his/her designee may pay claims prior to the approval of the Board of Commissioners. These payments must be submitted to the Board for approval on a separate

“List of Pre-Paid Claims Prior to Approval” by the County Administrator as required by MCL 46.11(q).1.

#### Budget Administrator

The County Administrator is hereby appointed “Budget Administrator” pursuant to the Uniform Budget and Accounting Act, MCLA 141.421 et seq., with power to administer such duties in connection with said budget, as may be from time to time, delegated to the Office of Administrator by this Board.

#### Transfer of Monies

The County Administrator or his/her designee, Elected Officials and Department Heads are authorized to transfer monies (make budget adjustments) from one non-personnel related category to another within their own budget as it is deemed necessary.

#### Budget Amendments

When the Administrator processes budget amendments under the Administrator authorization, the Administrator will submit all budget amendments to the Board of Commissioners at the next regularly scheduled meeting.

#### Specific Fund Balance Policy

Annually, each Special Revenue Fund should be evaluated to ascertain if the revenue or fund balances have been restricted by State statute, ordinance, resolution, or contract. If the fund balance has been restricted, the specific fund should retain that restricted or earmarked amount. However, if unrestricted, the entire balance may revert to the General Fund or other funds at year-end except for those funds receiving dedicated millage to finance operations.

#### Debt Service Fund

The general policy for Debt Service Funds is to maintain all cash and investments in the specific fund until the bonds and interest are paid in full. When the bonds are paid in full and residual remains in the fund, such amounts should be transferred to the public improvement fund or to the fund or funding entity from which the primary source of financing for that project originated.

#### Capital Projects Fund

Construction funds are restricted for a specific purpose, usually, by contract, resolution, or both. If there is any residual in the fund after completion of the construction, it should be either transferred to retire the debt in the corresponding Debt Service Fund, used to expand the scope of the initial project with Board Approval or returned to the funding entity as provided by contract, agreement, or resolution.

#### 911

The Benzie County Board of Commissioners hereby authorize a 911 Operating Surcharge be assessed to each 911 service user, a monthly surcharge of up to \$3.00 in a monthly billing of landline, wireless and voice over internet (VOIP) service suppliers within the geographical boundaries of Benzie County to cover the cost of 911 Dispatch Service for FY 2021/2022

Recycling/Solid Waste

The Benzie County Board of Commissioners hereby authorize a per-household fee of \$25.00 to be charged to each residential parcel for the purposes of providing recycling and solid waste reduction services to residents.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to adopt the forgoing resolution and General Appropriations Act. Roll call. Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_.

\_\_\_\_\_  
Bob Roelofs, Chairperson  
Benzie County Board of Commissioners

I, DAWN OLNEY, Clerk of the Benzie County Board of Commissioners and Clerk of the County of Benzie, do hereby certify that the above Act was duly adopted by the said Board on September 28, 2021.

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



APPENDIX "A"  
ELECTED OFFICIALS  
2021/2022 SALARIES

A motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to set the salaries of the Benzie County Elected Officials for the Fiscal Year of 2021/2022 (beginning October 1, 2021) as follows:

Commissioners:

Board Chairman	\$ 5,667.23
Vice Chairman	\$ 5139.35
Board Members	\$ 4,908.73
Circuit Court Judge	\$ 18,747.25
District Court Judge	\$ 18,747.25
Probate Court Judge	\$ 155,224.23
Prosecuting Attorney	\$ 93,190.62
Sheriff	\$ 62,897.96
Clerk	\$ 62,830.64*
Treasurer	\$ 62,223.14*
Register of Deeds	\$ 64,728.39*, **
Drain Commissioner	\$ 2,460.00
Surveyor	\$ 1,230.00

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SEP 23 2021

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

I, Dawn Olney, Benzie County Clerk, Government Center, Beulah, Michigan, do hereby certify that the foregoing is a true and exact copy of the motion adopted by the Benzie County Board of Commissioners, Government Center, Beulah, Michigan on \_\_\_\_\_ 2021.

\*Includes longevity. \*\* Includes passport processing stipend.



APPENDIX "B"  
APPOINTED OFFICIALS  
2021/2022 FISCAL YEAR WAGES/SALARY  
(Beginning October 1, 2021)

CLASSIFICATION	2020/21 RATE	2021/22 RATE
Administrator	\$79,948	\$77,000
Assistant Prosecutor	\$70,644	\$55,000
Chief Deputy Clerk	\$20.13/+\$1.00 hr/\$860**	\$20.63/+\$1.00 hr/\$860**
Chief Deputy Treasurer	\$20.13 hr /\$710**	\$20.63 /\$710**
Chief Deputy Register of Deeds	\$20.13/\$1,100**	\$20.63/+1.00/hr/\$1,100**
Emergency Operations Manager/911 Director	\$58,123	\$59,576
Equalization Director	\$64,472/\$710**	\$66,084/\$710**
Emergency Medical Service Coordinator	\$63,044	\$64,620
Undersheriff	\$60,917	\$62,440
Solid Waste Coordinator	\$40,269	\$41,276
Animal Control Officer	\$18.30hr.	\$46,615

The salaries/wages are compensation for Professional and/or Managerial responsibilities for the respective positions. Time sheets must be submitted in order to receive a paycheck.

\*\*Longevity amounts are assigned by employees hired on or before July 1, 2011.

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DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617





APPENDIX "C"  
PER DIEM AND MILEAGE REPORT  
2021/2022 FISCAL YEAR

COMMITTEE	PER DIEM	MILEAGE	AUTHORIZED BY STATUTE OR COUNTY BOARD	PAID BY	FUND
Benzie County ALS/EMS	Yes	Yes	County Board	County	214
Benzie County Economic Development	No	No			
Benzie County Housing Committee	Yes	Yes		County - Grant	535
Betsie Valley Trail Mgt. Council	No	No			
Board of Canvassers	Yes	Yes	Statute	County	101
Brownfield Redevelopment Authority	No	Yes	Statute	County	243
Building Authority	Yes	Yes	By-laws	County	101 to 569
Dept. of Health & Human Services	Yes	Yes		FIA	101
Emergency Planning (LEPC)	No	No			
Health Insurance Committee	No	No			
Jury Board	Yes	Yes	Statute	County	101
Land Bank Authority	No	Yes	Statute	County	241
MAC Workman's Comp Board	Yes	Yes		MAC	101
Mental Health Board	Yes	Yes	Statute	Mental Health	101
Natural Scenic Rivers	No	No	Statute		
Parks & Recreation Commission	Yes	Yes	County Board	County	101
Plat Board	Yes	Yes	Statute	County	101
Benzie/Leelanau Public Health Board	Yes	Yes	Statute	Public Health	
Public Health Board of Appeals	Yes	Yes	Statute	Public Health	
Road Commission Board	No	No		Salary/Road Commission	201
Veterans Affairs Committee	Yes	Yes	Statute	County	293
Solid Waste Advisory	Yes	Yes		County	228
Veterans Trust Fund, Benzie County	No	Yes			293
Zoning Board of Appeals	Yes	Yes		County	101

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BENZIE COUNTY CLERK  
BEULAH, MI 49617

Per diem and mileage are authorized for those entities that are set by statute or have independent decision-making capability, if authorized by the Board of Commissioners. ***Per diem and mileage are not authorized for entities that are generally advisory in nature to the board of Commissioners.***

Effective 01/01/95 – Per Diem will be set at \$40.00 for each meeting four hours or less, meetings lasting longer than four hours will be considered two meetings (\$80.00) and after eight hours will be considered three meetings (\$125.00).

The information is relevant to only non-commissioner appointments.

## Employee Roster 2021/2022

101	Evan Warsecke	SALARY
101	Rhonda Nye	SALARY
101	Timothy Markey	SALARY
101	Gary Sauer	SALARY
101	Andrew Miller	SALARY
101	Art Jeannot	SALARY
101	Robert Roelofs	SALARY
136	Kimberly Nowak	SALARY
136	Walter Armstrong	SALARY
136	Amanda O'Brien	SALARY
136	Kimberly Long-Miller	HOURLY NONUNION
136	John Mead	SALARY
136	Lisa Kenner	HOURLY NONUNION
136	Trisha Draeger	
172	Katie Zeits	SALARY
172	Laura Barrett	HOURLY NONUNION
205	Stephanie Homan	HOURLY DEPUTY
215	Dawn Olney	SALARY
215	Tammy Bowers	HOURLY NONUNION
215	Alexandra Baker	HOURLY SECTRY
215	Kimberly Childs	HOURLY SECTRY
219	Douglas Ryan Kirk	HOURLY NONUNION
219	Richard Bayer	SALARY
219	Allen Popp	HOURLY NONUNION
219	Carl Noffsinger	HOURLY NONUNION
228	Jesse Zylstra	SALARY
253	Michelle Thompson	SALARY
253	Kelly Long	HOURLY NONUNION
253	Cara Fries	HOURLY SECTRY
257	Thomas Longanbach	SALARY
257	Patricia Plont	HOURLY SECTRY
257	Brianne Lindsay	HOURLY FIELD II
265	Ricky Morris	HOURLY MAINCOOR
265	Kenneth Bos	HOURLY MAINCOOR

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## Employee Roster 2021/2022

267	Sara Swanson	SALARY
267	Jennifer Tang-Anderson	SALARY
267	Karen Mallon	HOURLY VICT ADV
267	Gregory Weston	SALARY
267	Sonya Potts	HOURLY NONUNION
267	Amanda Craig	SALARY
268	Amy Bissell	SALARY
268	Paula Eberhart	HOURLY NONUNION
268	Megan Bock	HOURLY SECTRY
275	Edward Hoogterp	SALARY
278	John Smendzuik	SALARY
293	Karen Korolenko	HOURLY NONUNION
301	Kyle Rosa	SALARY
301	Troy Lamerson	HOURLY COAM
301	Mark T. Ketz - K-9 Pay	HOURLY DEPUTY
301	Cody Kastl	HOURLY COAM
301	Troy Packard	HOURLY DEPUTY
301	Joseph Send	HOURLY DEPUTY
301	Geoffrey Miller	HOURLY DEPUTY
301	James Kosiboski	HOURLY DEPUTY
301	Mitchell Smith	HOURLY DEPUTY
301	Kirk Parker	HOURLY DEPUTY
301	Suzanne Mills	HOURLY DEPUTY
301	Gregory Hubers	SALARY
301	Joshua Rubin	HOURLY DEPUTY
301	Ryan Dumond	HOURLY DEPUTY
301	Lisa Cole	HOURLY SECTRY
325	Christa Ketz	HOURLY COMM911
325	Dusti Roush	HOURLY COMM911
325	Dayton Pfost	HOURLY COMM911
325	Michael Draeger	HOURLY NONUNION
325	Donna Stevens	HOURLY COMM911
325	Michelle Eichenberg	HOURLY COMM911
325	Herbert Sudemann	HOURLY COMM911
331	Tiffany Wright	HOURLY DEPUTY
331	Kevin Jewell	HOURLY DEPUTY

## Employee Roster 2021/2022

331	Charles Draeger	HOURLY DEPUTY
333	Martin Makowski	HOURLY DEPUTY
334	Martin Blank	HOURLY DEPUTY
336	John Brazaski	HOURLY DEPUTY
351	Daniel Smith	HOURLY CORR
351	Kristi Fortine	HOURLY CORR
351	James Banasiak	HOURLY CORR
351	Louis Johnson	HOURLY CORR
351	Carissa Pike	HOURLY CORR
351	Jeremy Breitner	HOURLY CORR
351	Dalton Cooper	HOURLY CORR
351	Shana Skaggs	HOURLY CORR
351	Linda Nemeth	HOURLY SECTRY
351	Daniel Jerioski	HOURLY CORR
351	Morgan Cook	HOURLY CORR
351	Andru McFadden	HOURLY CORR
351	Ella Simmons	HOURLY CORR
351	Nicholas Salter	HOURLY CORR
426	Rebecca Hubers	SALARY
430	Rebecca Knapp	HOURLY NONUNION
430	Dillon Rosa	HOURLY ASST ACO
430	Kyle Maurer	SALARY
651	Elizabeth Merrill	EMS_EMT
651	Laura Miller	EMS_EMT
651	Douglas Lake	EMS_EMT
651	Courtney Karafa	EMS_EMT
651	Chantelle Jones	EMS_EMT
651	Ian Durand	EMS_EMT
651	Matthew Johnson	EMS_EMT
651	Doug Straughen	EMS_EMT
651	Sasha Moore	EMS_EMT
651	Brooke Taylor	EMS_EMT
655	Samuel Miller	EMS_PARAMEDIC
655	Matthew Durand	EMS_PARAMEDIC
655	Ryan Leonard	EMS_PARAMEDIC
655	Leonard Merrill III	EMS_PARAMEDIC

## Employee Roster 2021/2022

655	William Johnson	EMS_PARAMEDIC
655	Kent Adams	EMS_PARAMEDIC
655	Calvin Dennis	EMS_PARAMEDIC
655	Ryan Strom	EMS_PARAMEDIC
655	Rose Ann Serzanin	EMS_PARAMEDIC
655	Kenneth Bates	EMS_PARAMEDIC
655	Christopher Parrish	EMS_PARAMEDIC
655	Thomas King	SALARY
655	Daniel Mosholder	EMS_PARAMEDIC
655	Aaron Huber	EMS_PARAMEDIC
655	Matthew Delzio	EMS_PARAMEDIC
655	Nikia Parker	EMS_PARAMEDIC
655	Justin Runyon	EMS_PARAMEDIC
655	Marc Orth	EMS_PARAMEDIC
655	Amanda Brown	EMS_PARAMEDIC
655	Angela Hale	EMS_PARAMEDIC



**2021 Tax Rate Request** (This form must be completed and submitted on or before September 30, 2021)

**MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS**

County		2021 Taxable Value of ALL Properties in the Unit as of 5-24-2021	
<b>BENZIE</b>		<b>1,422,610,214</b>	
Local Government Unit		For LOCAL School Districts: 2021 Taxable Value of Non-Homestead and Non-Qualified Agricultural Properties If a Millage is Levied Against Them	
<b>BENZIE COUNTY</b>			

You must complete this form for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec. 211.119.

The following tax rates have been authorized for levy on the 2021 tax roll.

(1)	(2)	(3)	(4)	(5)**	(6)	(7)	(8)	(9)	(10)	(11)	(12)	2021 Actual Levied Revenue based on columns 10 & 11	2021 Estimated Max Revenue	Appr base
Source	Purpose of Millage	Date of Election	Original Millage Authorized by Election, Charter, etc.	2020 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	2021 Current Year "Headlee" Reduction Fraction	2021 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	Maximum Allowable Millage Levy*	Millage Requested to be Levied July 1	Millage Requested to be Levied Dec. 1	Expiration Date of Millage Authorized			
FIXED	OPER	8/1982	5.2900	3.4334	0.9847	3.3808	1.0000	3.3808	3.3808		INDEFINITE	\$4,809,560.61	\$4,809,560.61	4.6
X-Voted	ALS	8/2016	0.8000	0.7864	0.9847	0.7743	1.0000	0.7743		0.7743	12/2021	\$1,101,527.09	\$1,101,527.08	1.0
X-Voted	Annl.Op	8/2017						Expired			12/2020			
X-Voted	Cons Dist	08/2018	0.1250	0.1242	0.9847	0.1222	1.0000	0.1222		0.1222	12/2021	\$173,842.97	\$173,842.96	1.1
X-Voted	Jail	8/2020	0.9000	0.9000	0.9847	0.8862	1.0000	0.8862		0.8862	12/2023	\$1,260,717.17	\$1,260,717.17	1.2
X-Voted	MCF	8/2017	0.3626	0.3586	0.9847	0.3531	1.0000	0.3531		0.3531	12/2021	\$502,323.67	\$502,323.66	4.1
X-Voted	MCF BOND	11/2010	0.6350	0.6350	N/A	N/A	N/A	0.6350		0.6350	12/2029	\$903,357.49	\$903,357.48	8.1
X-Voted	TNT Op	8/2018	0.0986	0.0979	0.9847	0.0964	1.0000	0.0964		0.0964	12/2021	\$137,139.62	\$137,139.62	1.1
X-Voted	Road Imp	8/2018	1.0000	0.9944	0.9847	0.9791	1.0000	0.9791		0.9791	12/2022	\$1,392,877.66	\$1,392,877.66	1.3
X-Voted	COA	8/2020	0.8500	0.8412	0.9847	0.8283	1.0000	0.8283		0.8283	12/2024	\$1,178,348.04	\$1,178,348.04	1.1
X-Voted	Res Officr	11/2018	0.1800	0.1789	0.9847	0.1761	1.0000	0.1761		0.1761	12/2021	\$250,521.66	\$250,521.65	2.1
Levy	VETS	9/2021	0.1000	0.1000	N/A	N/A	N/A	0.1000		0.0400	12/2021	\$56,904.41	\$142,261.02	1.1
Prepared by	Thomas N. Longanbach		Telephone Number	231-882-0015		Title of Preparer		Equalization Director		Date		9/22/2021		

As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input checked="" type="checkbox"/> Clerk	Signature	Type Name	Date
<input type="checkbox"/> Secretary		Dawn Olney	Sept. 22, 2021
<input checked="" type="checkbox"/> Chairperson	Signature	Type Name	Date
<input type="checkbox"/> President		Bob Roelof	Sept. 22, 2021

\* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9.

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2021 for instructions on completing this section.	
Total school District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag. Qualified Forest and Industrial Personal	
For Commercial	

\$11,767,120.39 \$11,852,476.95 11.4





# Commissioner Reports



**Art Jeannot**  
**Commissioner Report**  
**September 28, 2021**

- Participated in 4 meetings on behalf of the County since our September 14<sup>th</sup> meeting.
- **9/16 Northern MI Community Action Agency**– Weatherization Project is getting greater emphasis as we move into the cooler temperatures. Benzie Housing Committee participates in this program.
- **9/17 EDC/BRA** – Commissioner Nye and myself attended this meeting.
  - Benzie County EDC has received an additional grant from DTE in the amount of \$2k to provide assistance to local businesses or services. These funds are restricted to COVID related issues. Previously we leveraged our funds with Venture North to get a bigger benefit for Benzie County. We are currently reviewing the success of that last grant before we engage Venture North with this latest funding.
  - Discussed the Merit contract for broadband surveying. Currently they are scheduled to start data collection November 15<sup>th</sup>. This task is expected to take up to 12 weeks. Merit expects to survey up to 12k households with about a 4% return. Diversity of households is critical. A variety of methods are being considered to reach the public. This includes equipping County Commissioners with talking points to be discussed with their respective districts.
  - Susan Wenzlick gave a presentation on how to leverage brownfield properties as a tool for economic development. This would include partnering with the Landbank. There are 1-2 initiatives in the exploratory stages that may become reality at a later date.
- **9/22 Benzie County Chamber of Commerce** –
  - The chamber will be discussing their strategic plan before year end. They still need to address what the chamber will look like post-Convention and Visitors Bureau.
  - A 4<sup>th</sup> recreational marijuana dispensary will be opening in Benzie County. It will be located next to A Papano's in Beulah.
- **9/24 Maples Board** – A meeting with the full Maples Board (DHHS) is scheduled for Friday, September 24<sup>th</sup>. Commissioners Warsecke, Sauer and I have been appointed to represent the Benzie County Board of Commissioners. This will be subject to the Open Meetings Act. A complete recap of the meeting will be provided.
- **Other** –
  - I joined the September 22<sup>nd</sup> meeting by phone. Commissioners Sauer and Nye will be reporting on this in their capacity as appointed board members.
  - Senator VanderWall secured \$5.1M dollars for Pointe Betsie Lighthouse improvements.

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BEULAH, MI 49617



**9-15 Central Wellness Townhall Meeting**

State Representatives Jack O'Malley and Mary Whiteford discussed Behavioral Health Redesign.

9-16 Village of Elberta. Proceeding with rate increases for water and sewer to cover loan or grant requirements from EAGLE or USDA.

9-20 School Safety Committee. Masks seem to be no problem, shortage of bus drivers both local and for TBA. Review of truancy policy. Lock down drills and boot key to remove door boots needed.

9-20 LEPC Hazard Mitigation Plan Update. Networks Northwest to facilitate with grant 2 year process.

9-22 Health Board Meeting. Passionate discussion on Masks from parents. Some facts from Dr. Meyerson on reason for Health Order was given. Discussed process and once again reminded who has the authority. Lisa Peacock not present for meeting. Asked about intergovernmental agreement was told by attorney this document has no teeth, would like our legal to review and maybe revise. Also reminded that cutbacks in funding or authority will be met with legal action. Requested more involvement from Health Board not sure about response will know more later. The state budget has wording that will take the mask mandate away from the Health Department, could be signed or line item vetoed by governor.

9-23 Road Commission Budget approved for 2021-2022. Increase in permits for Charter to install fiber in road rite away lots of action all over county. New Employee Rodent control specialist (cat) taken care of by employees huge problem with mice.

9-23 Maples Increase in applications for employment almost fully staffed in housekeeping, kitchen help, and CENA's. Still short in nursing staff. DHHS mask mandate in effect and only 20% of staff in the office (3 employees) Census 86% today and 83% year to date.

  
District 7

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SEP 24 2021

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617



# County Administrator Report





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# Memorandum

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To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: September 22, 2021

Subject: **Administration Update**

## **Animal Control**

Kyle Maurer, I and three Commissioners (Markey, Miller, and Rhonda) attended a meeting with the Animal Welfare League to discuss possible restructuring of the Animal Control Department as well as other general updates as to funding for the Animal Control Department. The meeting went quite well and was well received by those in the audience and staff. As a result of the meeting, Kyle and I will continue to work on a plan going forward for the department and shelter operations. The consensus, and our ultimate goal is to have the shelter open a minimum of six days for adoption, with the possibility of one evening as well as still have a cleaning person on Sunday. This format allows for additional care for the animals in our shelter and increases the opportunity for volunteers to be present to assist with tasks such as walking dogs.

The Animal Welfare League and the public want to maintain the staffing level as it is. Kyle and I believe with some modifications to scheduling, we could do that. This of course does not lend us a great deal of budget savings as we move forward without a millage. I anticipate the overall borrow from other county funds to be close to the \$120,000 level.

I want to note that as I've continued to look into this committee, the Animal Welfare League role, and other prior documents, it was discovered that the Animal Advisory Committee is not a County committee after all, but rather an unofficial committee served by members of staff (now retired), League members and other animal non-profit groups.

After the committee meeting adjourned, Kyle, I and Commissioner Markey sat down with only representatives of the Animal Welfare League. This meeting was encouraging, and I believe all parties were happy with where we left off.

### Action items:

- Kyle and I will work to amend the County's Animal Control ordinance to include overall updates and the establishment of an official Animal Shelter Advisory Committee. We will give this draft ordinance to the League for their feedback. Once the draft is finalized, it will come before the Board of Commissioners for approval.

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DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

Admin Update – Sept. 28, 2021

- I will work with legal counsel to draft a formal document (letter of understanding or agreement) that defines the relationship between the County and the League, specifies expectations, holds harmless the County from incident and requires other liability insurance.
- Kyle and I will continue to research options for restructuring Animal Control to meet our ultimate goals of additional care of the animals and additional days open to the public. While the restructuring of the department is a management right, we will endeavor to keep the League informed and consider their opinions.

### **Broadband Data Collection Survey**

Paula Figura, Mitch Deisch, and I met with representatives of Merit to discuss the data collection survey. It was noted that the data collection survey will take place from Mid-November 2021 until Late-January 2022 with deliverables to the County by Mid-February 2022.

There will be a community partner meeting to kick off the data collection survey on November 8, 2021. Additional details will be distributed once finalized. Ms. Figura and Mr. Deisch will work to connect with community partners to obtain support and buy-in for the data collection survey.

Surveys will be provided to the community utilizing many methods, include digital and paper media in effort to receive a broad response. County Administration estimates the total households in Benzie County at 12,086 households; a response of 4% or 756 unique participants are needed.

I am working with IT Right to create a designated email account and phone number for residents to contact with questions regarding the data collection survey.

### **Economic Development/Brownfield Redevelopment**

The Benzie County Economic Development Corporation has received a total of \$3,000 in grant funds from the St. Clair County Community Foundation to be awarded local businesses for COVID relief. These funds have been given to Venture North to distribute. Attached is the report provided by Laura Galbraith of Venture North which shows the distribution of funds to our region and the distribution of \$28,500 overall granted to Benzie County businesses.

### **Budget 21/22**

Since the draft budget was set, there have been minor revisions. Fund have been moved to reflect Animal Control being made whole, there is an increase to contracted services for Buildings and Grounds to account for an increase in the amount to clean our building, and a decrease in insurance costs for the Jail based on new hires. Other minor adjustments have been made to reflect any line item that may have been estimated short. As we are closing in on the year, I have gone through the budget and updated line where appropriate.

Once the budget has been fully adopted, my office will provide updated budget books for the entire board as well as email a digital copy.

### **Miscellaneous**

The County has received a dividend check in the net amount of \$56,281 from the Michigan County Workers Compensation Fund for maintaining a safe workplace. Kudos to our Benzie County employees! In the past we have not budgeted for this revenue. I recommend that we budget for this revenue going forward as we've consistently received funds since before 2014.

I have advertised for the Human Resources Director/Deputy Finance Director position. To date, I have only received one applicant. Details for this position can be found on our county website, in the local newspaper and on LinkedIn.

Please let me know if there are any questions.

Thank you!



# Committee Of The Whole



# Committee Appointments





## **BENZIE COUNTY COMMITTEE APPOINTMENTS**

The Benzie County Board of Commissioners are seeking individuals interested in serving on the following County Committees. **These appointments are for positions that will expire on or before December 31, 2021.**

Betsie Valley Trail – 1 position  
Building Authority – 3 positions  
EDC/BRA – 2 positions  
EMS – 2 positions  
Human Services (DHHS) – 1 position  
Land Bank Authority – 1 position  
Parks & Recreation – 3 positions  
Planning Commission – 8 positions  
Solid Waste Advisory Board – 3 positions  
Veterans Affairs – 2 positions

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

Applications can be printed from our web site at [www.benzieco.net](http://www.benzieco.net)

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

Benzie County is an equal opportunity employer.

Dawn Olney

Benzie County Clerk

(231) 882-9671 – Option 2



Committee Name	Date Appointed	Date term Expires
----------------	----------------	-------------------

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

Coury Carland		12/17/19	12/31/23
Kenneth J. Laurence	6/2017	09/24/19	03/01/23
Andy Miller	-- Comm Liaison	01/29/21	12/31/21

**1-Benzie-Leelanau Health Department -- 4th Wed Odd Months @ 2 pm**

Gary Sauer	(Commissioner)	01/26/21	12/31/21
Dr Mark Kuiper, MD	4/14/2020	04/14/20	12/31/21
Rhonda Nye	(Commissioner)	01/26/21	12/31/21

**1-Benzie-Leelanau Health Dept Bd of Appeals - 2year terms; Can Be All BOC**

Linda Farrell		02/23/21	12/31/22
Rhonda Nye	Commissioner	06/08/21	12/31/21
Bob Roelofs	Commissioner	06/08/21	12/31/21

**1-Benzie Transportation Authority -- formed 4/18/2006; 3rd Tues @ 5:30 Even Months reduced to 7 - Feb 2017 -- 3 year terms**

John P. Morse	10/8/19	10/08/19	04/30/22
Amy Herczak	02/18/14	05/12/20	04/30/23
Anne Noah		04/28/20	04/30/23
Jeannette Feeheley	8/10/21	08/10/21	04/30/22
Dorene Strang	8/10/21	08/10/21	04/30/24
Jeffery Pataky	10/27/20	10/27/20	04/30/23
Chris Kitcher	8/10/21	08/10/21	04/30/24
Evan Warsecke -- Liaison		01/26/21	12/31/21

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

Annie Browning (Beulah)			04/15/22
John Wheeler (CLPRA)	6/28/16	05/25/21	04/15/22
Gregory Nowell, Alt (CLPRA)	6/28/16	05/25/21	04/15/22
Paul Bare, Alt (CLPRA)	3/18/14	05/25/21	04/15/23
Frank Ikens (CLPRA)	10/27/20	10/27/20	04/15/23
Janet (Jen) Kennedy Elberta	5/24/16	06/22/21	08/01/22
Sean Duperon	P&R Rep	01/26/20	12/31/21
Gary Sauer	Commissioner	01/26/21	12/31/21
Flint Wyatt (FBVT Rep)		04/12/16	12/31/19
Fran Griffin (Thompsonville)	11/12/18	05/25/21	04/15/24
John Rothhaar	11/14/17	02/12/19	04/15/22

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

Maureen Jeannot (REP)	9/14/21	11/01/21	11/01/25
Jan Miller (DEM)	9/14/21	11/01/21	11/01/25
Janice Mick (REP)		09/10/19	11/01/23
Pete Brown (DEM)	9/10/19	09/10/19	11/01/23

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

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

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

<b>Jeffrey L. Johnson</b>	<b>1/9/18</b>	<b>01/07/20</b>	<b>12/31/22 resigned 5/5</b>
Eric L. VanDussen	1/9/18	12/17/19	12/31/22
James R. Clark	1/9/18	12/22/20	12/31/23
Michelle Thompson - by statute	06/01/12	01/17/12	
Dawn Olney - by statute	01/01/00	01/17/12	
Art Jeannot - Liaison		01/26/21	12/31/21

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

Jean Bowers	01/18/00	12/17/19	12/31/24
Carol Dye		02/12/19	02/01/24
Dawn Olney	01/18/00	12/17/19	12/31/24
Art Jeannot (Commissioner)		01/26/21	12/31/21
Amy Bissell	8/18/09	12/17/19	12/31/24

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

<b>Roger Papineau</b>	<b>5/26/15</b>	<b>12/18/18</b>	<b>12/31/20</b>	Email to Bldg Dept
<b>Randy Olsen</b>	<b>1/16/07</b>	<b>12/18/18</b>	<b>12/31/20</b>	2-Dec
<b>Rodney Moore</b>	<b>1/16/07</b>	<b>12/18/18</b>	<b>12/31/20</b>	
<b>Caleb Luibrand</b>	<b>1/16/07</b>	<b>01/22/19</b>	<b>12/31/20</b>	
<b>Sean Duperron</b>	<b>9/10/19</b>	<b>09/10/19</b>	<b>12/31/20</b>	

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

**1-Economic Development Corp/BRA 6yr term -- 3rd Friday @ 11:00 a.m.**

Roger Griner	12/18/18	12/18/18	01/31/24
Rhonda Nye (Commissioner)		01/26/21	12/31/21
Art Jeannot (Commissioner)		01/26/21	12/31/21
<b>Courtney Gillison</b>		<b>03/08/16</b>	<b>12/31/22 Resigned</b>
<b>Robert Russell</b>		<b>06/26/18</b>	<b>01/31/22 Gone</b>
<b>Chamber Rep</b>		<b>01/14/20</b>	<b>01/31/26</b>
Ed Kowalski		03/08/16	01/31/22
Blake Brooks	12/21/10	04/11/17	01/31/23
Paula Figura	2/12/19	02/09/19	01/31/25

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

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

Gaylord Jowett - At Large	09/24/13	01/14/20	12/31/22
Martha Bates - Almira	11/18/14	01/14/20	12/31/22
Jim Franke - Tville	12/16/14	12/22/20	12/31/23
<b>Bob Roelofs -- voting member</b>	<b>1/28/20</b>	<b>01/26/21</b>	<b>12/31/21</b>
Tim Markey -- Fire Chief Rep		01/14/20	12/31/22
Steve Adams - At Large	08/10/21	08/10/21	12/31/23
Mike Mead - At Large	11/14/17	12/22/20	12/31/23
<b>Chris Parrish - ALS - Non Voting</b>	<b>8/23/16</b>	<b>08/23/16</b>	<b>12/31/21</b>
<b>Elizabeth Merrill - BLS - Non Voting</b>	<b>12/13/17</b>	<b>12/18/18</b>	<b>12/31/21</b>
Michelle Thompson -- Ex Officio		09/21/12	
Kyle Rosa -- Ex Officio		01/01/21	
Undersheriff (?) -- Ex Officio		01/15/13	

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

<b>Scott Harrison</b>	State Appointment	11/01/18	<b>10/31/21</b>
Gaylord Jowett	8/9/2016	10/27/20	10/31/23



Dr. Donald E. Schaffer	12/17/19	10/31/22
Gary Sauer (Commissioner)	01/26/21	12/31/21

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

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

Elizabeth Shrake	5/23/2017	05/23/17	05/01/23
Jean Bowers	05/01/01	04/14/19	05/01/25
Janice Robinson Mick		04/27/21	05/01/27

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

County Treasurer		04/05/11	No Expiration
Tim Markey - Liaison		01/26/21	12/31/21
Mark E. Roper	4/5/11	05/25/21	04/05/24
Vincent Edwards	1/28/20	05/25/21	04/05/24
Susan Wenzlick	11/24/20	05/25/21	04/05/24
Tom Longanbach	4/5/11	01/22/19	04/05/22

*resigned*

**Medical Examiner**

Dr. Goslinoski	03/21/17
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**1-Manistee-Benzie CMH - 3yr term -- 2nd Thursday @ 9:00**

Donald C. Smeltzer (B)	1/2007	03/28/19	03/31/22
Donald R. Tanner (B)	5/12/2016	03/09/21	03/31/24
Rhonda Nye (B) (Commissioner)		01/26/21	12/31/21
Tim Markey (B) (Commissioner)		01/26/21	12/31/21
Mary O'Connor Heitjan (B)		03/09/21	03/31/24

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

Tad Peacock	02/18/14	12/17/19	12/31/22
Sean Duperron	01/2011	12/17/19	12/31/22
Barbara K. Skurdall	4/17/07	12/17/19	12/31/22
Charles Kraus	12/18/18	12/18/18	12/31/21
Susan Zenker	7/24/2018	12/18/18	12/31/21
Cathy Demitroff	02/20/07	12/18/18	12/31/21
Shaun Johnson	4/13/2021	04/13/21	12/31/22
Ed Hoogterp (Drain Commissioner)		01/01/17	No Expiration Date
Rhonda Nye (BOC/Plan Comm Rep)		01/26/21	No Expiration Date
Ted Mick (Road Commission Rep)		01/01/13	No Expiration Date

**1-Planning Commission -- 2nd Thurs @ 6:30 p.m - Temporarily Suspended 10/2019**

**November 14, 2017 New Ordinance Adopted**

Rhonda Nye	Ex Officio -- BOC	02/09/21	12/31/21
Chris Walrad	Educ (School Rep)	02/13/18	12/01/20
Chuck Beale - Blaine Twp	11/14/17	12/18/18	12/01/21
Betsy Evans - Joyfield Twp	11/14/17	12/18/18	12/01/21
Irene Dunham-Thayer - Colfax	2/13/18	12/18/18	12/01/21
Walter Roch von Rochsburg - Ffort	2/7/18	11/14/17	12/01/19 Resigned 10
Vince Edwards - Vill of Lake Ann	11/14/17	02/11/20	12/01/22
Rosemary Naulty - Lake Twp	2/13/18	02/13/18	12/01/19
Jim Sheets - Benz & Platte Twp	12/17/19	12/13/19	12/01/20
James Clark - Inland Twp	11/14/17	11/14/17	12/01/20

Greg Wright - Crystal Lake Twp      2/13/18      02/13/18      12/01/20

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

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

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

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

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

Tyson Burch	5/14/19	05/14/19	12/31/22
Lawrence "Camp" Bailey	01/21/14	12/17/19	12/31/23
Gary Fender	8/28/18	12/05/17	12/31/21
Dr. Donald E Schaffer	12/18/18	12/18/18	12/31/22
Kirt A. Giddis	2/19/2013	12/05/17	12/31/21
Bob Roelofs	3/21/17	11/10/20	12/31/24
Ed Kowalski	3/21/17	10/27/20	12/31/24

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

Todd Warren	3/21/06	12/08/20	12/31/22
Samantha Wolfe	9/14/2021	09/14/21	12/31/22
Evan Warsecke	Commissioner	01/26/21	12/31/21
Annie Browning		01/28/20	12/31/21
David Schaffer	12/18/18	12/22/20	12/31/22
Christopher Cote	3/12/19	03/10/20	12/31/21
Marlene Wood	5/24/16	12/17/19	12/31/21

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

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

**Zoning Board of Appeals; Dissolved 5/4/2010**

**Zoning Terminated 3/31/2010**

Updated 9/14/2021

# Correspondence





# TUSCOLA COUNTY BOARD OF COMMISSIONERS

125 W. Lincoln Street  
Suite 500  
Caro, MI 48723

Telephone: 989-672-3700  
Fax: 989-672-4011

At a regular meeting of the Board of Commissioners for the County of Tuscola, State of Michigan, on the 16<sup>th</sup> day of September, 2021 with the meeting called to order at 8:00 a.m.

Commissioners Present: Thomas Young, Thomas Bandwell, Doug DuRusso, Dan Grunshaw

Commissioners Absent: Kim Vaughan

The following resolution was offered by Commissioner Young, seconded by Commissioner Grunshaw.

## Resolution to Exempt Certain Counties from the Recently Updated Open Meetings Act (OMA)

### Resolution 2021-13

*Whereas*, the Tuscola County Board of Commissioners has concerns regarding the decisions made regarding PA 254, and

*Whereas*, prior to the most recent amendments to the OMA, it was generally well-settled that members of a public body could participate in a meeting electronically so long as a quorum of the public body was physically present at the meeting location, and

*Whereas*, before March 31, 2021 and retroactive to March 18, 2020 any circumstances, including, but not limited to, any of the circumstances requiring accommodation of absent members described in section 3(2), and

*Whereas*, on and after March 31, 2021 through December 31, 2021, only those circumstances requiring accommodation of members absent for the reasons described in section 3(2). For the purpose of permitting an electronic meeting due to a local state of emergency or state of disaster, this subdivision applies only as follows:

- (i) To permit the electronic attendance of a member of the public body who resides in the affected area.
- (ii) To permit the electronic meeting of a public body that usually holds its meeting in the affected area.

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SEP 17 2021

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

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Resolution 2021-13

*Whereas*, after December 31, 2021, members of a public body will be allowed to participate in a meeting electronically **only in the circumstances requiring accommodation of members absent due to military duty as described in section (3)2**, and

*Whereas*, this substantive change eliminates a public body's previous flexibility to allow one or two members to participate remotely.

*Therefore, Be It Resolved*, that the Tuscola County Board of Commissioners requests that all counties with populations of 75,000 or less be exempt from the portion of PA 254 that allows only members absent due to military duty to be allowed to participate in meetings electronically.

*Be it Further Resolved*, that the Tuscola County Board of Commissioners submits this resolution to all Michigan Senators, all Michigan Representatives, all Michigan Counties, Michigan Township Association, all Tuscola County Cities and Townships, Gene Pierce, Tuscola Intermediate School District Superintendent and all Superintendents within Tuscola County.

Roll Call Vote:

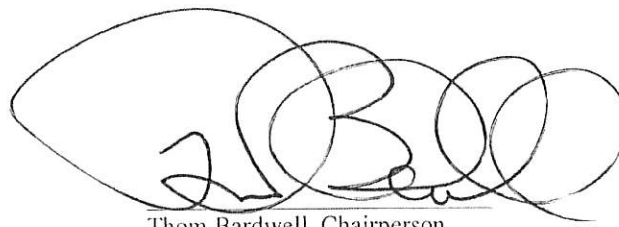
Ayes: *Young, DuRusse, Hunsaker, Bardwell*

Nays: *None*

Absent - *Vaughan*

Resolution declared adopted.

Date 9-16-2021



Thom Bardwell, Chairperson  
Tuscola County Board of Commissioners

I, Jodi Fetting, Tuscola County Clerk, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Tuscola County Board of Commissioners at its meeting on September 16, 2021.

Date 9-16-2021



Jodi Fetting  
Tuscola County Clerk

BENZIE COUNTY  
PARKS AND RECREATION COMMISSION

Ed Hoogterp- Chair  
Charles Kraus- Vice Chair  
Barb Skurdall- Secretary  
Sean DuPerron  
Shaun Johnson

Ted Mick  
Rhonda Nye  
Cathy Demitroff  
Tad Peacock  
Susan Zenker

**Regular Meeting**  
**July 26th, 2021**  
**Benzie County Government Center & Teleconference**

Chair Ed Hoogterp called the meeting to order at 5:05pm.

**Present:** Rhonda Nye, Shaun Johnson, Tad Peacock, Ed Hoogterp, Charles Kraus, Ted Mick, Sean DuPerron, Cathy Demitroff, Susan Zenker, Barb Skurdall

**Call Ins:** Ham Hobson from MDNR

**Absent:** None

**Others Present:** Steve Lagerquist and Chris Sullivan with GTRLC, Sarah Kirk with SRP Design, Mitch Deisch Benzie County Administrator, Barbara Ikens, Jon and Suzanne Peele, Steve Stevens Board of Director for CLWA, David Wynne President of CLWA. Other members of the public were present, however names were not disclosed.

Hoogterp asked for approval of the July 26<sup>th</sup> agenda. Hoogterp asked for an addition in continuing business: Revisit Gosling Czubak contract. Peacock moved to approve the agenda with the addition, Kraus seconded. All in favor, motion passed.

Hoogterp asked for approval of the June 28<sup>th</sup> meeting minutes. Kraus moved to approve, Skurdall seconded. All in favor, motion passed.

Chairman Hoogterp opened the meeting to the public to hear input regarding the proposed lease and the proposed Crystal Lake Outlet Carry in boat launch. Hoogterp stated the offer being discussed is from the State of Michigan DNR to lease a 29 acre parcel to Benzie County, the County would be responsible for developing the property. The conceptual plan is for a carry in boat launch that would be ADA compatible at the Crystal Lake Outlet.

Demitroff shared information on how the lease and conceptual plan came about. Demitroff among others has been working with the MDNR to get a launch built at the outlet that would become part of Railroad Point. The MDNR had plans to hold the public input on the proposed launch, COVID had put a hold on the project, and pushed the MDNR on this project back at least one year. The MDNR contacted Demitroff in March for a meeting and proposed a 30 year, renewable, zero cost lease with Benzie

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BEULAH, MI 49617

David Wynne, President of CLWSA: David stated he is not speaking on behalf of the CLWSA at this time. Appreciates all the work done up to this point. David expressed his concern that the terms of the CLWSA overlay ordinance including permeable pavers and maintaining vegetative buffer are adhered to. He also believes a boat/kayak wash is critical, with possibly a self-serve station. People will use after hours if available. David also cites maintenance as a critical part of the plan, and also having the funds to maintain the property. Vault toilets are a great idea and would need to be maintained properly to avoid people continuing to use the woods as a restroom. Parking would be superior to what we have now but he does not believe that would be enough as area grows and more people start utilizing the area. Additional parking even if not cemented would be needed.

No further public input.

Demitroff shared she has been working on no parking signs for Mollineaux Rd. to make safe, The road Commission has to request an ordinance with the Michigan State Police, who are currently behind due to COVID, the lease would need to be approved in order to move forward with Michigan State Police approval.

Jon Peele shared they have been trying for years for the speed limit to be changed from 35 to 25mph with no luck. Is this something we could look at including with the parking issue? Demitroff stated they could look into this also.

Steve Lagerquist from GTRLC shared the state is not opposed to parking on the south side.

Commissioner's comments:

DuPerron: Pointed out clarifications on the conceptual plan, the understanding is no paving would take place, it would be an aggregate type surface/boardwalk. They plan to stick with that, and from working with the DNR in the past native plantings would be a strategy as well. Would like to finish out with a more stable environmental friendly site than what we have now.

Skurdall: Stated she would like to think a place like this would elevate the level of respect for that area.

Zenker: In recent conversations there was an idea for a friends group for this once the lease is approved.

Hoogterp: Goes to the site regularly and has witnessed the garbage and debris along with the parking issue. Stating there were approximately 60 cars there during July 4<sup>th</sup>. Maintenance at the site will be the issue. This area has been used by locals for generations and is now being discovered more and more. There will be a need for more work, money and volunteers to make this proposed plan work. Hoogterp also stated he strongly agrees with the boat washing station to clean boats/kayaks prior to lake entry.

Hoogterp recommends: The Benzie County Parks and Recreation Commission, after hearing input from stakeholders and the public, recommends that the Benzie County Board of Commissioners approve the proposed lease with the Michigan DNR (PRD-L-004-2021) as presented, except with the effective date to be October 15<sup>th</sup>, 2021.

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**Trail Reports:** DuPerron shared they have received multiple event applications for trail use:

Group called Northern Mitten first event on September 19<sup>th</sup> featuring a 5k, 10k, 13.1 and marathon on the Aylsworth portion of the Betsie Valley trail. This has been approved. 5k would be a \$1 back to the trail and up to \$4 for the marathon.

Iron Man on September 12<sup>th</sup> on the trail around Betsie Bay, the running portion of the Iron Man would be on the trail.

Ragnar function: Repeat event at the Beulah trailhead, used as a meeting space. Approved in the past.

DuPerron also stated there would be a ribbon cutting on August 13<sup>th</sup> for the resurfaced Crystal Lake segment of trail.

Lewis Bridge update: MDNR crews have been working through the summer. Still looking for landscaping organizations for planting etc. They have received one bid, waiting on at least one more.

**Recreational Facilities & Access:** Covered during public input section.

**Zada Price Park:** Peacock shared the new/repared sign has been installed, along with routine maintenance. Peacock stated there is regular use, at least by one person every day. Peacock will be bringing a couple small bills/invoices to next meeting for approval for the installation of the sign and maintenance at the site by the Benzie Conservation District.

**Recreational Programs:** Skurdall shared she received bids on resurfacing the pickle ball and tennis courts in Beulah. The main/South court cost almost \$11,000 8-9 years ago. Pickle ball would cost up to \$6,000.00 per bid, the north tennis court up to \$24,000.00 per bid.

The Village of Beulah is working on updating their plan, Skurdall is working with them to help give guidelines.

Skurdall asked when the Benzonia Academy Park courts would be completed, she was told within 30 days, almost two months ago.

**Park & Recreation plan:** Mitch Deisch worked with Gosling Czubak to get correct wording for approval, should be approved by County Board with the new verbiage.

Deisch stated the real key when approaching County Board would be we would always own the intellectual part/rights. Ensuring any professional document presented goes to the County's legal team.

Hoogterp made the motion to recommend The Benzie County Board of Commissioners approve the Gosling Czubak agreement with the new language. Demitroff moved to approve, Nye seconded. All in favor, motion passed.

Deisch will put the lease agreement and Gosling Czubak proposal on the County Board agenda for the 10<sup>th</sup> to give advance notice.

**Budget:** None

**Old Business:** None

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BEULAH, MI 49617





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SEP 22 2021

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BENZIE COUNTY CLERK  
BEULAH, MI 49617

Dear Friends,

We are thrilled to announce that BACN will break ground for our new facility in early October. This milestone would not be possible without the outpouring of support from you and other members of the community.

As a donor to BACN Builds, your gift has helped us expand our capacity, our community and our sustainability. We are blessed to live in such a caring community of Neighbors helping Neighbors.

With gratitude,  
Gerri Van Antwerp, Executive Director  
Benzie Area Christian Neighbors.

