

# BENZIE COUNTY BOARD OF COMMISSIONERS

---

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

## MEETING AGENDA January 11, 2022

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

Join Zoom Meeting

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/81589178870>

Or One tap mobile :

US: +13126266799,,81589178870# or +19292056099,,81589178870#

Webinar ID: 815 8917 8870

**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 – 12/28/2021; 1/4/2022  
PUBLIC INPUT  
FINANCE –  
    A) Approval of Bills  
    B) Point Betsie Budget Amendment  
ELECTED OFFICIALS & DEPT HEAD COMMENTS  
ACTION ITEMS –  
    A) 2022-001 Depositories  
    B) Board Rules  
    C) Meeting Dates  
    D) MSP Grant - Courts  
COMMISSIONER REPORTS –  
COUNTY ADMINISTRATOR'S REPORT – Katie Zeits  
COMMITTEE OF THE WHOLE – None  
COMMITTEE APPOINTMENTS – EDC  
UNFINISHED BUSINESS –  
NEW BUSINESS –  
10:00      Closed Session – Lasecki v Benzie County with Atty Allan VanderLaan – MCL 15.268(e)  
10:15  
  
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. The Board will not be accepting public comment via zoom/online.

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<br>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 |

January 4, 2022



**THE BENZIE COUNTY BOARD OF COMMISSIONERS**  
**December 28, 2021**

The Benzie County Board of Commissioners met in a regular session on Tuesday, December 28, 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, Nye, Roelofs, Sauer and Warsecke  
Excused: Commissioner Markey and Miller

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

**Agenda:**

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

**Minutes:**

Motion by Jeannot, seconded by Warsecke, to approve the regular session minutes of December 14, 2021 as corrected. Ayes: Jeannot, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Markey and Miller Motion carried.

9:02 a.m. Public Input

**FINANCE** – None

**ELECTED OFFICIALS & DEPARTMENT HEAD COMMENTS**

Michelle Thompson, County Treasurer, reported that she has one staff member on medical leave until the end of January 2022, so please be patient with us; auditors were here a couple of weeks ago and things are looking good.

Dawn Bousamra, Benzie Senior Resources, reported that they have hired an Assistant Senior Center Coordinator; holiday frozen meals have gone out; they are dealing with the high cost of food; Strategic Plan has been adopted and they will begin working on their goals.

**ACTION ITEMS**

Recycling Site Leases: Motion by Warsecke, seconded by Sauer, to adopt seven (7) Recycling Site Leases for 2 years as follows: Almira Township, City of Frankfort, Homestead Township, Benzie County Central Board of Education (Lake Ann Elementary), Subhash Kapur Living Trust, Village of Beulah, and Village of Thompsonville as presented, authorizing the Chair to sign. Roll call. Ayes: Jeannot, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Markey and Miller Motion carried.

MMRMA Member Rep: Motion by Jeannot, seconded by Warsecke, to accept the resignation of Dawn Olney as MMRMA (Michigan Municipal Risk Management Authority) Member Representative. Roll call. Ayes: Jeannot, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Markey and Miller Motion carried.

## **COMMISSIONERS**

**Page 2 of 3**

**December 28, 2021**

Motion by Sauer, seconded by Nye, to appoint the County Administrator as the MMRMA Member Representative. Roll call. Ayes: Jeannot, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Markey and Miller Motion carried.

## **COMMISSIONER REPORTS**

Chair Roelofs reported that he attended the EMS meeting and Parks & Rec interview; and he spoke regarding the power outage.

Comm Jeannot provided a written report (attached).

Comm Nye reported on Centra Wellness Planning & Finance; Joint Court meeting; EDC; Parks & Rec interviews.

Comm Warsecke reported on Conservation District and Benzie Bus.

Comm Sauer reported on Weldon Township; Joint Court meeting; Village of Elberta and Road Commission.

## **COUNTY ADMINISTRATOR'S REPORT – Katie Zeits**

MS. Zeits updated the board regarding Capital Budget; Planning Commission; Technology; Broadband Survey; FOIA Appeal; Mailroom Changes; ARPA Funding; Animal Control and Holiday celebration.

## **COMMITTEE OF THE WHOLE**

Motion by Sauer, seconded by Warsecke, to approve items 1 - 7 of the December 14, 2021, Committee of the Whole Consent Calendar as presented. Roll call. Ayes: Jeannot, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Markey and Miller Motion carried.

## **COMMITTEE APPOINTMENTS**

EMS: Motion by Sauer, seconded by Warsecke, to reappoint Chris Parrish and Elizabeth Merrill to the Benzie EMS Advisory Board for a 3-year term. Ayes: Jeannot, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Markey and Miller Motion carried.

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

Parks & Recreation: Two interviews have been held; two more to be scheduled.

**UNFINISHED BUSINESS – FOIA Appeal**: Motion by Warsecke, seconded by Sauer, to deny the FOIA appeal of Jim Meredith, with County Administrator to prepare letter. Roll call. Ayes: Ayes: Jeannot, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Markey and Miller Motion carried.

**NEW BUSINESS – None**

9:55 a.m. Marty Blank, MERS Purchase Time Request

## COMMISSIONERS

Page 3 of 3

December 28, 2021

Motion by Warsecke, seconded by Jeannot, to authorize the application of Martin Blank to purchase additional service credit through Municipal Employee Retirement System (MERS), authorizing the chair to sign. Roll call. Ayes: Jeannot, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Markey and Miller Motion carried.

### PRESENTATION OF CORRESPONDENCE

- Green Lake Township Notice of Adoption of Zoning and Master Plan Amendment.
- DNR Natural Rivers Permit Notification by Weldon Township.
- Eaton County resolution to Condemn Federal Vaccine & Testing Mandates received.

9:59 a.m. Public Input

Annie Browning, Benzonia Township, spoke about the important services mentioned here today – we need a tourism tax; she has recently adopted a dog from the Animal Control.

10:01 a.m. Public Input Closed

Motion by Warsecke, seconded by Sauer, to adjourn at 10:01 a.m. Ayes: Jeannot, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Markey and Miller Motion carried.

---

Bob Roelofs, Chair

Dawn Olney, Benzie County Clerk

### INDEX

1. Approved the agenda as presented.
2. Approved the regular session minutes of December 14, 2021 as corrected.
3. Adopted seven (7) Recycling Site Leases for 2 years as follows: Almira Township, City of Frankfort, Homestead Township, Benzie County Central Board of Education (Lake Ann Elementary), Subhash Kapur Living Trust, Village of Beulah, and Village of Thompsonville as presented.
4. Accepted the resignation of Dawn Olney as MMRMA (Michigan Municipal Risk Management Authority) Member Representative.
5. Appointed the County Administrator as the MMRMA Member Representative.
6. Approved items 1 - 7 of the December 14, 2021, Committee of the Whole Consent Calendar as presented.
7. Reappointed Chris Parrish and Elizabeth Merrill to the Benzie EMS Advisory Board for a 3-year term.
8. Accepted the resignation of Paula Figura from the EDC/BRA with regrets.
9. Denied the FOIA appeal of Jim Meredith, with County Administrator to prepare letter.
10. Authorized the application of Martin Blank to purchase additional service credit through Municipal Employee Retirement System (MERS), authorizing the chair to sign.

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

- Participated in 2 meetings on behalf of the County since our December 14<sup>th</sup> meeting.
- **12/15 EDC Business Retention –**
  - Discussed a draft document that details a relationship with the Benzie County Chamber for EDC activities. This would include calls to our business community, access to resources for growth and development and taking a leadership role in positioning the County to be eligible for potential grants for economic development. This document will be presented to the BOC for consideration sometime in the first quarter of 2022.
- **12/17 EDC/BRA –**
  - Welcomed Betsie Evans as our newest member.
  - Developed a plan to recruit new members to fill vacant seats. Currently we have 4 open seats. One is being held for a potential Benzie County Chamber representative. We have had difficulties getting a quorum for meetings.
  - Discussed potential business opportunities to include contracting with a firm to help us with brownfield requests.
- **Other –**
  - **December 20** – I observed a meeting for the Broadband Committee. There have been in excess of 1100 surveys returned. Many have come on paper. The surveys will continue to be collected through January 15, 2022. At that time Merit will put together a report of the findings. We still need to get more surveys from Colfax, Joyfield and parts of Platte Townships. The committee will work on next steps at their January meeting.

**MERRY CHRISTMAS / HAPPY NEW YEAR**

**RECEIVED**

DEC 21 2021

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

**THE BENZIE COUNTY BOARD OF COMMISSIONERS**  
**January 4, 2022**

The Benzie County Board of Commissioners met in an organizational meeting on Tuesday, January 4, 2022, 448 Court Place, Government Center, Beulah, Michigan.

The meeting was called to order by County Clerk Dawn Olney at 9:00 a.m.

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

The invocation was given by Commissioner Roelofs followed by the pledge of allegiance.

**Election of Chair:**

Commissioner Jeannot nominates Rhonda Nye

Commissioner Warsecke nominates Bob Roelofs

Motion by Roelofs, seconded by Warsecke, to close nominations. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Motion by Miller, seconded by Jeannot, to announce Bob Roelofs elected by secret ballot as Chair for 2022. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Comm Roelofs assumes the chair.

**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.

9:05 a.m. Public Input – None

**Election of Vice Chair:**

Commissioner Miller nominates Rhonda Nye

Motion by Sauer, seconded by Jeannot, to close nomination for Vice Chair and declare Rhonda Nye elected Vice Chair for 2022. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer, and Warsecke Nays: None Motion carried.

**Meeting Dates and Times:**

Will discuss with legal counsel to make a statement as to when the COTW will begin rather than set a specific time; March will meet on March 15 only due to MAC Legislative Conference; will move budget dates to prior meeting in each case.

Motion by Sauer, seconded by Warsecke, to adopt the 2022 Board of Commissioner meeting dates and times as corrected. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

**Board Rules:**

Changes to be made:

Page 2 – 1.7 Public Meetings – add statement regarding zoom option (wording from legal counsel).

## BOARD OF COMMISSIONERS

Page 2 of 3

January 4, 2022

Page 4 – 4.325 – need to refer to the fee schedule and be sure we are following the practices.

Page 5 – add MAC Finance & General Governance

Page 6 – 4.52 – changes to 18 hours

Page 8 – 8.25 – strike date at end of paragraph.

Page 11 -- #11 – strike date at end of paragraph.

Motion by Sauer, seconded by Jeannot, to approve the 2022 Board Rules as amended, contingent upon legal counsel review. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

### **Public Input Statement:**

Motion by Sauer, seconded by Markey, to adopt the Public Input statement as presented. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

### **Commissioner Committee Appointments:**

Chair Roelofs requested that commissioners provide their preference list to him so that appointments can be made. Requests to be submitted to Chairman Roelofs by January 18, 2022.

### **Resolutions:**

Depositories: Carry over to January 11, 2022 meeting.

ACH: Motion by Jeannot, seconded by Markey, to adopt resolution 2022-002 ACH (Automatic Clearing House) Electronic Transfer Transactions as presented, authorizing the chairman to sign. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Fair Housing: Motion by Markey, seconded by Nye, to adopt resolution 2022-003 Fair Housing Resolution as amended. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

9:58 a.m. PUBLIC INPUT – None

Motion by Sauer, seconded by Miller, to adjourn until January 11, 2022 Regular Meeting or the call of the chair. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

---

Bob Roelofs -- Chairman

Dawn Olney – Benzie County Clerk

### **INDEX**

1. Bob Roelofs named Chair for 2022.
2. Approved the agenda as presented.
3. Rhonda Nye named as Vice Chair for 2022.
4. Adopted the 2022 Board of Commissioner meeting dates and times as corrected.

BOARD OF COMMISSIONERS

Page 3 of 3

January 4, 2022

5. Approved the 2022 Board Rules as amended, contingent upon legal counsel review.
6. Adopted the Public Input statement as presented.
7. Adopted resolution 2022-002 ACH (Automatic Clearing House) Electronic Transfer Transactions as presented.
8. Adopted resolution 2022-003 Fair Housing Resolution as presented.

DRAFT

# Finance Report

---



## **BILLS TO BE APPROVED JANUARY 11, 2022**

Motion to approve Vouchers in the amount of:

|       |            |  |
|-------|------------|--|
| \$    | 147,953.47 | General Fund (101)   |
| \$    | 56,503.09  | Jail Fund (213)  |
| \$    | 31,512.26  | Ambulance Fund & ALS (214)                                   |
| \$    | 32,701.05  | Funds 105-238  |
| \$    | 5,723.64   | ACO Fund (247)   |
| \$    | 28,320.00  | Building (249)   |
| \$    | 28,218.77  | Dispatch 911 Fund (261)                                      |
| \$    | 149,308.01 | Funds 239-292  |
| \$    | 23,459.69  | Funds 293-640  |
| \$    | 26,400.23  | 701 Fund   |
| \$    | -          | Trust and Agency Funds & MSU Trust and Agency Fund (702-771) |
| <hr/> |            |  |
| \$    | 530,100.21 |  |

**Payable December 3rd- January 7th**

| DATE          | FUND 101<br>GENERAL  | FUND 213<br>JAIL    | FUND 214<br>ALS     | FUND<br>105-238     | FUND 247<br>ACO    | FUND 249<br>BUILDING | FUND 261<br>DISPATCH | FUND<br>239-292      | FUND<br>293-690     | FUND 701<br>TRUST/<br>AGENCY | FUND<br>702-771 | TOTALS               |
|---------------|----------------------|---------------------|---------------------|---------------------|--------------------|----------------------|----------------------|----------------------|---------------------|------------------------------|-----------------|----------------------|
| 12/16/2021    | \$ 28,810.06         | \$ 14,578.27        | \$ 7,152.12         | \$ 29,832.85        | \$ 164.18          |                      | \$ 5,293.14          | \$ 17,810.87         | \$ 945.51           | \$ 4,036.00                  |                 | \$ 108,623.00        |
| 12/28/2021    | \$ 95,972.75         | \$ 28,211.46        | \$ 18,116.92        | \$ 2,487.23         | \$ 4,348.02        | \$ 28,320.00         | \$ 13,316.61         | \$ 122,885.58        | \$ 3,845.09         | \$ 6,520.76                  |                 | \$ 324,024.42        |
| 1/6/2022      | \$ 23,170.66         | \$ 13,713.36        | \$ 6,243.22         | \$ 380.97           | \$ 1,211.44        |                      | \$ 9,609.02          | \$ 8,611.56          | \$ 18,669.09        | \$ 15,843.47                 |                 | \$ 97,452.79         |
|               |                      |                     |                     |                     |                    |                      |                      |                      |                     |                              |                 | \$ -                 |
|               |                      |                     |                     |                     |                    |                      |                      |                      |                     |                              |                 | \$ -                 |
|               |                      |                     |                     |                     |                    |                      |                      |                      |                     |                              |                 | \$ -                 |
|               |                      |                     |                     |                     |                    |                      |                      |                      |                     |                              |                 | \$ -                 |
|               |                      |                     |                     |                     |                    |                      |                      |                      |                     |                              |                 | \$ -                 |
|               |                      |                     |                     |                     |                    |                      |                      |                      |                     |                              |                 | \$ -                 |
|               |                      |                     |                     |                     |                    |                      |                      |                      |                     |                              |                 | \$ -                 |
|               |                      |                     |                     |                     |                    |                      |                      |                      |                     |                              |                 | \$ -                 |
|               |                      |                     |                     |                     |                    |                      |                      |                      |                     |                              |                 | \$ -                 |
|               |                      |                     |                     |                     |                    |                      |                      |                      |                     |                              |                 | \$ -                 |
|               |                      |                     |                     |                     |                    |                      |                      |                      |                     |                              |                 | \$ -                 |
|               |                      |                     |                     |                     |                    |                      |                      |                      |                     |                              |                 | \$ -                 |
|               |                      |                     |                     |                     |                    |                      |                      |                      |                     |                              |                 | \$ -                 |
|               |                      |                     |                     |                     |                    |                      |                      |                      |                     |                              |                 | \$ -                 |
|               |                      |                     |                     |                     |                    |                      |                      |                      |                     |                              |                 | \$ -                 |
|               |                      |                     |                     |                     |                    |                      |                      |                      |                     |                              |                 | \$ -                 |
|               |                      |                     |                     |                     |                    |                      |                      |                      |                     |                              |                 | \$ -                 |
|               |                      |                     |                     |                     |                    |                      |                      |                      |                     |                              |                 | \$ -                 |
| <b>Totals</b> | <b>\$ 147,953.47</b> | <b>\$ 56,503.09</b> | <b>\$ 31,512.26</b> | <b>\$ 32,701.05</b> | <b>\$ 5,723.64</b> | <b>\$ 28,320.00</b>  | <b>\$ 28,218.77</b>  | <b>\$ 149,308.01</b> | <b>\$ 23,459.69</b> | <b>\$ 26,400.23</b>          | <b>\$ -</b>     | <b>\$ 530,100.21</b> |

206-K-9 Fund  
207-Sheriff Reserve's  
208-Dive Team  
209-Resourse Officer  
210-Benzie Kids  
211-D.A.R.E. Fund  
215-FOC

230-BVTMC  
232-Planning/Zoning  
235-CBDG  
238-EDC  
245-Reмонumentation  
256-Reg of Deeds  
262-911-Training

269-Law Library  
270-Platte River Bridge  
271-Housing Grant  
276-Council on Aging  
285-Pt. Betsie Lighthouse  
292-Child Care Fund  
293-Soldiers Relief Fund

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

01/06/2022 12:43 PM  
User: LBARRETT  
DB: Benzie County

INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY  
EXP CHECK RUN DATES 12/29/2021 - 01/06/2022  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Page: 1/7

| 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              | PER DIEM/TRAVEL                       | 29.68    | 83676   |
| Total For Dept 101 BOARD OF COMMISSIONERS      |                               |                             |                                       | 29.68    |         |
| Dept 136 DISTRICT COURT                        |                               |                             |                                       |          |         |
| 101-136-727.00                                 | OFFICE SUPPLIES               | MCCARDEL WATER CONDITIONING | COOLER RENTAL & WATER                 | 54.50    | 83636   |
| 101-136-727.00                                 | OFFICE SUPPLIES               | OFFICE DEPOT                | #208248523001 #211397139001 #20648587 | 421.46   | 83644   |
| 101-136-805.10                                 | PROBATE CT APPOINTED ATTORNEY | DOBREFF, DAVID              | MARINOFF / BURNS / KOWALSKI           | 290.00   | 83617   |
| 101-136-805.10                                 | PROBATE CT APPOINTED ATTORNEY | WALKER, MARIE PLLC          | C GRAY                                | 50.00    | 83675   |
| 101-136-962.20                                 | JIS RELATED COSTS             | JUDICIAL MANAGMENT SYSTEMS  | 2022 ANNUAL APPLICATION SOFTWARE FEE  | 7,366.00 | 83628   |
| Total For Dept 136 DISTRICT COURT              |                               |                             |                                       | 8,181.96 |         |
| Dept 142 JUVENILE DIVISION                     |                               |                             |                                       |          |         |
| 101-142-727.00                                 | OFFICE SUPPLIES               | JACKPINE BUSINESS CENTERS   | BUSINESS CARDS                        | 33.30    | 83625   |
| 101-142-860.00                                 | TRAVEL                        | CAMERON CLARK               | REIM MILEAGE/PHONE                    | 313.60   | 83612   |
| 101-142-957.40                                 | NON REIMBURSABLE EXPENSES     | CAMERON CLARK               | REIM MILEAGE/PHONE                    | 50.00    | 83612   |
| Total For Dept 142 JUVENILE DIVISION           |                               |                             |                                       | 396.90   |         |
| Dept 172 ADMINISTRATOR                         |                               |                             |                                       |          |         |
| 101-172-727.00                                 | OFFICE SUPPLIES               | VISA=KATIE ZEITS            | PO BOX #290 1 YR CHARGE               | 148.00   | 83670   |
| Total For Dept 172 ADMINISTRATOR               |                               |                             |                                       | 148.00   |         |
| Dept 215 COUNTY CLERK                          |                               |                             |                                       |          |         |
| 101-215-727.00                                 | OFFICE SUPPLIES               | OFFICE DEPOT                | OFFICE SUPPLIES - CLERK'S             | 58.25    | 83642   |
| 101-215-727.00                                 | OFFICE SUPPLIES               | OFFICE DEPOT                | OFFICE SUPPLIES - CLERK               | 46.09    | 83643   |
| Total For Dept 215 COUNTY CLERK                |                               |                             |                                       | 104.34   |         |
| Dept 253 COUNTY TREASURER                      |                               |                             |                                       |          |         |
| 101-253-727.00                                 | OFFICE SUPPLIES               | JACKPINE BUSINESS CENTERS   | OFFICE SUPPLIES                       | 194.99   | 83625   |
| 101-253-727.00                                 | OFFICE SUPPLIES               | VC3 INC                     | MONITOR CABLE                         | 15.00    | 83665   |
| 101-253-860.00                                 | TRAVEL                        | THOMPSON, MICHELLE          | MILEAGE                               | 14.22    | 83660   |
| 101-253-955.00                                 | CONVENTIONS & MEETINGS        | VISA=MICHELLE THOMPSON      | MACT 2022 CONFERENCE                  | 122.23   | 83671   |
| 101-253-955.10                                 | DUES & REGISTRATIONS          | VISA=MICHELLE THOMPSON      | MACT 2022 CONFERENCE                  | 175.00   | 83671   |
| Total For Dept 253 COUNTY TREASURER            |                               |                             |                                       | 521.44   |         |
| Dept 266 LEGAL & CONTRACTED SERVICES           |                               |                             |                                       |          |         |
| 101-266-815.00                                 | AUDITORS                      | MANER COSTERISAN            | AUDIT FIELDWORK FOR YEAR END 09/30/21 | 3,000.00 | 83634   |
| Total For Dept 266 LEGAL & CONTRACTED SERVICES |                               |                             |                                       | 3,000.00 |         |
| Dept 301 SHERIFF                               |                               |                             |                                       |          |         |
| 101-301-748.00                                 | GAS, OIL & GREASE             | WATSON BENZIE LLC           | 19-1 OIL CHANGE/TIRE ROT CONTRACT X 3 | 245.00   | 83677   |
| 101-301-749.00                                 | VEHICLE REPAIRS               | GRAND TRAVERSE MOBILE COMM  | 16-1 PUSH BUMPER - CAR V . DEER       | 709.00   | 83544   |
| 101-301-749.00                                 | VEHICLE REPAIRS               | HONOR TOUCHLESS AUTO WASH   | 60 CAR WASH TOKENS                    | 600.00   | 83623   |
| 101-301-749.00                                 | VEHICLE REPAIRS               | VISA=SHERIFF DEPT           | JAIL MAINT/SUPPLY/COMP EQUIP/VECH REP | 31.02    | 83674   |
| 101-301-751.00                                 | UNIFORMS                      | AMAZON CAPITAL SERVICES, I  | UNIFORMS                              | 96.36    | 83603   |
| 101-301-752.10                                 | DRY CLEANERS                  | ROBBIE'S DRY CLEANERS, INC  | DEC 2021 DRY CLEANING                 | 30.50    | 83648   |
| 101-301-850.00                                 | TELEPHONE                     | CHARTER COMMUNICATIONS      | TELE TV JAIL                          | 15.04    | 83519   |
| 101-301-853.00                                 | CELLULAR PHONES-ROAD PATROL   | VERIZON WIRELESS            | CELLPHONES-SHERIFF                    | 648.41   | 83666   |
| 101-301-961.00                                 | TRAINING & SCHOOLS            | KIESLER POLICE SUPPLY       | 40 S&W 165 GRAIN FMJ AMMO             | 1,337.65 | 83631   |
| Total For Dept 301 SHERIFF                     |                               |                             |                                       | 3,712.98 |         |
| Dept 333 SECONDARY ROAD PATROL                 |                               |                             |                                       |          |         |
| 101-333-725.00                                 | FRINGE BENEFITS               | 44 NORTH                    | COBRA, HRA, FSA                       | 22.90    | 83600   |
| Total For Dept 333 SECONDARY ROAD PATROL       |                               |                             |                                       | 22.90    |         |

01/06/2022 12:43 PM  
User: LBARRETT  
DB: Benzie County

INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY  
EXP CHECK RUN DATES 12/29/2021 - 01/06/2022  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Page: 2/7

| GL Number                                   | Invoice Line Desc               | Vendor                     | Invoice Description                     | Amount    | Check # |
|---|---------------------------------|----------------------------|---|-----------|---------|
| Fund 101 GENERAL FUND                       |                                 |                            |   |           |         |
| Dept 426 EMERGENCY MANAGEMENT               |                                 |                            |   |           |         |
| 101-426-725.00                              | FRINGE BENEFITS                 | 44 NORTH                   | COBRA, HRA, FSA                         | 9.20      | 83600   |
| 101-426-957.00                              | MISCELLANEOUS                   | VISA=RHUBERS               | RHUBERS EMERG MGT VISA CHARGES CARD #05 | 50.00     | 83673   |
| Total For Dept 426 EMERGENCY MANAGEMENT     |                                 |                            |   | 59.20     |         |
| Dept 648 MEDICAL EXAMINER                   |                                 |                            |   |           |         |
| 101-648-861.00                              | BURIAL TRANSITS                 | JOWETT FAMILY FUNERAL HOME | MEDICOLEGAL AUTOPSIES                   | 6,750.00  | 83626   |
| Total For Dept 648 MEDICAL EXAMINER         |                                 |                            |   | 6,750.00  |         |
| Dept 670 DHHS BOARD                         |                                 |                            |   |           |         |
| 101-670-721.00                              | PER DIEM - DHS BOARD            | HARRISON, SCOTT            | DHHS PER DIEM                           | 35.00     | 83620   |
| Total For Dept 670 DHHS BOARD               |                                 |                            |   | 35.00     |         |
| Dept 852 MEDICAL INSURANCE                  |                                 |                            |   |           |         |
| 101-852-800.00                              | CONTRACTED SERVICES - CADILLACE | 44 NORTH                   | COBRA, HRA, FSA                         | 932.30    | 83600   |
| Total For Dept 852 MEDICAL INSURANCE        |                                 |                            |   | 932.30    |         |
| Total For Fund 101 GENERAL FUND             |                                 |                            |   | 23,894.70 |         |
| Fund 205 TNT OFFICER MILLAGE FUND           |                                 |                            |   |           |         |
| Dept 000                                    |                                 |                            |   |           |         |
| 205-000-725.00                              | FRINGE BENEFITS                 | 44 NORTH                   | COBRA, HRA, FSA                         | 18.40     | 83600   |
| 205-000-840.00                              | INTELL/INVESTIGATIONS           | AMAZON CAPITAL SERVICES, I | INVESTIGATION BOOTIES                   | 62.91     | 83508   |
| 205-000-840.00                              | INTELL/INVESTIGATIONS           | TRANSUNION RISK & ALTERNAT | DEC 2021 INTEL                          | 75.00     | 83664   |
| 205-000-853.00                              | CELLULAR PHONES-TNT             | VERIZON WIRELESS           | CELLPHONES-SHERIFF                      | 40.78     | 83666   |
| Total For Dept 000                          |                                 |                            |   | 197.09    |         |
| Total For Fund 205 TNT OFFICER MILLAGE FUND |                                 |                            |   | 197.09    |         |
| Fund 206 SHERIFF'S K-9 FUND                 |                                 |                            |   |           |         |
| Dept 000                                    |                                 |                            |   |           |         |
| 206-000-967.00                              | PROJECT EXPENSES                | VISA-KETZ 7500             | K9 TRAINING                             | 60.00     | 83667   |
| Total For Dept 000                          |                                 |                            |   | 60.00     |         |
| Total For Fund 206 SHERIFF'S K-9 FUND       |                                 |                            |   | 60.00     |         |
| Fund 209 SCHOOL RESOURCE OFFICER            |                                 |                            |   |           |         |
| Dept 000                                    |                                 |                            |   |           |         |
| 209-000-961.00                              | TRAINING & SCHOOLS              | VISA=GHUBERS 1098          | SRO TRNG                                | 163.89    | 83669   |
| Total For Dept 000                          |                                 |                            |   | 163.89    |         |
| Total For Fund 209 SCHOOL RESOURCE OFFICER  |                                 |                            |   | 163.89    |         |
| Fund 213 JAIL OPERATIONS FUND               |                                 |                            |   |           |         |
| Dept 265 BUILDING & GROUNDS                 |                                 |                            |   |           |         |
| 213-265-782.00                              | MAINTENANCE SUPPLIES            | NUGENT ACE HARDWARE        | DEC 2021 STMT - JAIL REPAIRS            | 34.99     | 83572   |
| 213-265-782.00                              | MAINTENANCE SUPPLIES            | VISA=SHERIFF DEPT          | JAIL MAINT/SUPPLY/COMP EQUIP/VECH REP   | 29.99     | 83674   |
| 213-265-783.00                              | EQUIP. SERVICES & SUPPLIES      | VISA=SHERIFF DEPT          | JAIL MAINT/SUPPLY/COMP EQUIP/VECH REP   | 56.48     | 83674   |
| 213-265-853.00                              | CELLULAR PHONES                 | VERIZON WIRELESS           | CELLPHONES-SHERIFF                      | 92.34     | 83666   |
| 213-265-923.00                              | FUEL - NATURAL GAS              | DTE ENERGY                 | JAIL NAT GAS 11/10/2021 TO 12/13/2021   | 1,710.37  | 83538   |
| 213-265-935.00                              | JAIL REPAIRS                    | AMAZON CAPITAL SERVICES, I | JAIL REP/ OFF SUPP                      | 44.97     | 83508   |
| 213-265-935.00                              | JAIL REPAIRS                    | NUGENT ACE HARDWARE        | DEC 2021 STMT - JAIL REPAIRS            | 29.64     | 83572   |
| 213-265-935.00                              | JAIL REPAIRS                    | SHERWIN-WILLIAMS           | PAINT - JAIL REPAIRS                    | 59.07     | 83652   |
| Total For Dept 265 BUILDING & GROUNDS       |                                 |                            |   | 2,057.85  |         |

01/06/2022 12:43 PM  
User: LBARRETT  
DB: Benzie County

INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY  
EXP CHECK RUN DATES 12/29/2021 - 01/06/2022  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Page: 3/7

| GL Number  | Invoice Line Desc                | Vendor                     | Invoice Description                    | Amount    | Check # |
|--|----------------------------------|----------------------------|--|-----------|---------|
| Fund 213 JAIL OPERATIONS FUND                            |                                  |                            |  |           |         |
| Dept 351 JAIL - CORRECTIONS                              |                                  |                            |  |           |         |
| 213-351-727.00   | OFFICE SUPPLIES                  | AMAZON CAPITAL SERVICES, 1 | JAIL REP/ OFF SUPP                     | 21.11     | 83508   |
| 213-351-727.00   | OFFICE SUPPLIES                  | AMAZON CAPITAL SERVICES, 1 | OFF SUPPLIES                           | 4.69      | 83603   |
| 213-351-740.00   | FOOD SUPPLIES                    | CANTEEN SERVICES           | FOOD SUPPLIES 12/12 TO 12/18/2021      | 1,811.85  | 83515   |
| 213-351-740.00   | FOOD SUPPLIES                    | CANTEEN SERVICES           | FOOD SUPPLIES 12/19/2021 TO 12/25/2021 | 1,841.08  | 83613   |
| 213-351-752.10   | DRY CLEANERS                     | ROBBIE'S DRY CLEANERS, INC | DEC 2021 DRY CLEANING                  | 67.00     | 83648   |
| 213-351-834.00   | PRISONER MEDICAL - BENZIE CO     | CORRECTIONAL RECOVERY      | CLAIMS BALANCE                         | 779.17    | 83525   |
| 213-351-834.00   | PRISONER MEDICAL - BENZIE CO     | ALL ACCESS CARE PLLC       | DEC 2021 JAIL MEDICAL                  | 10,792.61 | 83602   |
| 213-351-940.20   | EQUIPMENT LEASE - COPIER         | TEAM FINANCIAL GROUP, INC. | DEC 2021 COPIER LEASE                  | 307.00    | 83584   |
| 213-351-963.00   | COMPUTER EQUIPMENT               | VISA=SHERIFF DEPT          | JAIL MAINT/SUPPLY/COMP EQUIP/VECH REP  | 499.00    | 83674   |
| 213-351-980.01   | BIO-HAZARDS EQUIPMENT            | PH&S PRODUCTS              | GLOVES                                 | 858.40    | 83576   |
| Total For Dept 351 JAIL - CORRECTIONS                    |                                  |                            |  | 16,981.91 |         |
| Dept 852 MEDICAL INSURANCE                               |                                  |                            |  |           |         |
| 213-852-800.00   | CONTRACTED SERVICES - CADILLAC I | 44 NORTH                   | COBRA, HRA, FSA                        | 271.10    | 83600   |
| Total For Dept 852 MEDICAL INSURANCE                     |                                  |                            |  | 271.10    |         |
| Total For Fund 213 JAIL OPERATIONS FUND                  |                                  |                            |  | 19,310.86 |         |
| Fund 214 EMERGENCY MEDICAL SERVICES (EMS) FUND           |                                  |                            |  |           |         |
| Dept 265 BUILDING & GROUNDS                              |                                  |                            |  |           |         |
| 214-265-750.00   | MAINTENANCE SUPPLIES             | NUGENT ACE HARDWARE        | KEY FOR ST 1 DOOR                      | 2.29      | 83641   |
| 214-265-850.01   | INTERNET SERVICE                 | CENTURYLINK                | ST 2 PHONE AND INTERNET                | 309.35    | 83614   |
| 214-265-922.00   | WATER & SEWER                    | MCCARDEL WATER CONDITIONIN | ST 3 WATER CONDITIONING                | 54.50     | 83635   |
| Total For Dept 265 BUILDING & GROUNDS                    |                                  |                            |  | 366.14    |         |
| Dept 655 ADVANCED LIFE SUPPORT (ALS)                     |                                  |                            |  |           |         |
| 214-655-735.00   | MEDICAL SUPPLIES                 | BOUND TREE MEDICAL, LLC    | MED SUPPLIES                           | 163.06    | 83610   |
| 214-655-735.00   | MEDICAL SUPPLIES                 | BOUND TREE MEDICAL, LLC    | MED SUPPLIES                           | 355.18    | 83610   |
| 214-655-735.00   | MEDICAL SUPPLIES                 | BOUND TREE MEDICAL, LLC    | MED SUPPLIES                           | 168.82    | 83610   |
| 214-655-735.00   | MEDICAL SUPPLIES                 | BOUND TREE MEDICAL, LLC    | MED SUPPLIES                           | 277.60    | 83610   |
| 214-655-748.00   | GAS, OIL & GREASE                | SHELL CREDIT CARD          | SHELL FUEL BILL                        | 670.62    | 83651   |
| 214-655-749.00   | VEHICLE REPAIRS                  | JUST TRUCKS INC            | A31 OIL AND BRAKES                     | 2,712.53  | 83629   |
| 214-655-749.00   | VEHICLE REPAIRS                  | JUST TRUCKS INC            | A21 VENT ISSUES AND CHARGING ISSUES    | 905.66    | 83629   |
| 214-655-749.00   | VEHICLE REPAIRS                  | JUST TRUCKS INC            | A21 BROKEN BLOWER WHEEL                | 272.21    | 83629   |
| 214-655-751.00   | UNIFORMS                         | BAY SUPPLY & MARKETING, IN | EMBROIDERY VANCE BATES                 | 27.00     | 83605   |
| 214-655-751.00   | UNIFORMS                         | BAY SUPPLY & MARKETING, IN | DANNY MOSHOLDER EMBROIDERY             | 12.00     | 83605   |
| Total For Dept 655 ADVANCED LIFE SUPPORT (ALS)           |                                  |                            |  | 5,564.68  |         |
| Dept 852 MEDICAL INSURANCE                               |                                  |                            |  |           |         |
| 214-852-800.00   | CONTRACTED SERVICES - CADILLAC I | 44 NORTH                   | COBRA, HRA, FSA                        | 312.40    | 83600   |
| Total For Dept 852 MEDICAL INSURANCE                     |                                  |                            |  | 312.40    |         |
| Total For Fund 214 EMERGENCY MEDICAL SERVICES (EMS) FUND |                                  |                            |  | 6,243.22  |         |
| Fund 228 SOLID WASTE/RECYCLING FUND                      |                                  |                            |  |           |         |
| Dept 852 MEDICAL INSURANCE                               |                                  |                            |  |           |         |
| 228-852-800.00   | CONTRACTED SRVS - CADILLAC INS   | 44 NORTH                   | COBRA, HRA, FSA                        | 22.90     | 83600   |
| Total For Dept 852 MEDICAL INSURANCE                     |                                  |                            |  | 22.90     |         |
| Total For Fund 228 SOLID WASTE/RECYCLING FUND            |                                  |                            |  | 22.90     |         |
| Fund 247 ANIMAL CONTROL FUND                             |                                  |                            |  |           |         |
| Dept 430 ANIMAL CONTROL                                  |                                  |                            |  |           |         |
| 247-430-727.00   | OFFICE SUPPLIES                  | SHOP AND SAVE              | POPP SCOOP                             | 39.99     | 83653   |

01/06/2022 12:43 PM  
User: LBARRETT  
DB: Benzie County

INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY  
EXP CHECK RUN DATES 12/29/2021 - 01/06/2022  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Page: 4/7

| GL Number  | Invoice Line Desc                         | Vendor                            | Invoice Description                     | Amount   | Check # |
|--|---|-----------------------------------|---|----------|---------|
| Fund 247 ANIMAL CONTROL FUND                           |   |                                   |   |          |         |
| Dept 430 ANIMAL CONTROL                                |   |                                   |   |          |         |
| 247-430-835.20   | VET & DRUG FEES                           | PLATTE LAKE VETERINARY CL1150-21D | NEUTER VACC                             | 219.84   | 83647   |
| 247-430-835.20   | VET & DRUG FEES                           | PLATTE LAKE VETERINARY CL1125-21D | NEUTER AND VACC/114-21D SPAY AN         | 508.21   | 83647   |
| 247-430-835.20   | VET & DRUG FEES                           | PLATTE LAKE VETERINARY CL170-21C  | SPAY AND VACC/68-21C NEUTER ANI         | 406.60   | 83647   |
| Total For Dept 430 ANIMAL CONTROL                      |   |                                   |   | 1,174.64 |         |
| Dept 852 MEDICAL INSURANCE                             |   |                                   |   |          |         |
| 247-852-800.00   | CONTRACTED SERVICES - CADILLAC I 44 NORTH | COBRA, HRA, FSA                   |   | 36.80    | 83600   |
| Total For Dept 852 MEDICAL INSURANCE                   |   |                                   |   | 36.80    |         |
| Total For Fund 247 ANIMAL CONTROL FUND                 |   |                                   |   | 1,211.44 |         |
| Fund 261 911 EMERGENCY SERVICE FUND                    |   |                                   |   |          |         |
| Dept 325 DISPATCH/COMMUNICATION                        |   |                                   |   |          |         |
| 261-325-727.00   | OFFICE SUPPLIES                           | VISA=RHUBERS                      | RHUBERS VISA CHARGES CENTRAL DISPATCH C | 224.02   | 83672   |
| 261-325-830.00   | 911 MAINTENANCE CONTRACT                  | WESTTEL INTERNATIONAL, LLC        | MONTHLY SERVICE AND MAINTENANCE FEBRUAF | 938.00   | 83678   |
| 261-325-970.00   | EQUIPMENT                                 | GRAND TRAVERSE MOBILE COMM        | THREE PORTABLE RADIOS - DISPATCH        | 8,318.40 | 83619   |
| Total For Dept 325 DISPATCH/COMMUNICATION              |   |                                   |   | 9,480.42 |         |
| Dept 852 MEDICAL INSURANCE                             |   |                                   |   |          |         |
| 261-852-800.00   | CONTRACTED SERVICES - CADILLAC I 44 NORTH | COBRA, HRA, FSA                   |   | 128.60   | 83600   |
| Total For Dept 852 MEDICAL INSURANCE                   |   |                                   |   | 128.60   |         |
| Total For Fund 261 911 EMERGENCY SERVICE FUND          |   |                                   |   | 9,609.02 |         |
| Fund 262 DISPATCHER TRAINING FUND                      |   |                                   |   |          |         |
| Dept 000   |   |                                   |   |          |         |
| 262-000-961.00   | TRAINING & SCHOOLS                        | MICHAEL DRAEGER                   | MICHAEL DREAGER - TRAVEL ADVANCE MEALS  | 175.00   | 83638   |
| Total For Dept 000                                     |   |                                   |   | 175.00   |         |
| Total For Fund 262 DISPATCHER TRAINING FUND            |   |                                   |   | 175.00   |         |
| Fund 263 LOCAL CORRECTION OFFICER'S TRAINING FUND      |   |                                   |   |          |         |
| Dept 362 OTHER CORRECTIONS ACTIVITIES                  |   |                                   |   |          |         |
| 263-362-961.00   | TRAINING & SCHOOLS                        | LEXIPOL                           | 32 OLL SERIVCES AND ADDONS SPLIT 50/50  | 1,045.28 | 83632   |
| Total For Dept 362 OTHER CORRECTIONS ACTIVITIES        |   |                                   |   | 1,045.28 |         |
| Total For Fund 263 LOCAL CORRECTION OFFICER'S TRAINING |   |                                   |   | 1,045.28 |         |
| Fund 265 JUSTICE TRAINING (302) FUND                   |   |                                   |   |          |         |
| Dept 000   |   |                                   |   |          |         |
| 265-000-967.00   | PROJECT EXPENSES                          | LEXIPOL                           | 32 OLL SERIVCES AND ADDONS SPLIT 50/50  | 1,045.28 | 83632   |
| Total For Dept 000                                     |   |                                   |   | 1,045.28 |         |
| Total For Fund 265 JUSTICE TRAINING (302) FUND         |   |                                   |   | 1,045.28 |         |
| Fund 292 CHILD CARE FUND                               |   |                                   |   |          |         |
| Dept 000   |   |                                   |   |          |         |
| 292-000-840.00   | CONTRACTED SVCS - VOL COORDINATO          | KATHI HOUSTON                     | VOLUNTEER COORDINATOR                   | 2,250.00 | 83630   |
| 292-000-840.70   | INSTITUTIONAL ROOM & BOARD                | ROSCOMMON COUNTY JUVENILE         | 17 DAYS DETENTION FOR A.S.              | 2,856.00 | 83649   |
| 292-000-840.95   | IN HOME CARE MISC.                        | SMART START MICHIGAN              | TETHERS                                 | 1,240.00 | 83654   |
| 292-000-862.03   | SUBSTANCE ABUSE COUNSELING                | CATHOLIC HUMAN SERVICES, I        | SUB ABUSE COUNSELING                    | 273.00   | 83516   |
| Total For Dept 000                                     |   |                                   |   | 6,619.00 |         |
| Total For Fund 292 CHILD CARE FUND                     |   |                                   |   | 6,619.00 |         |

01/06/2022 12:43 PM  
User: LBARRETT  
DB: Benzie County

INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY  
EXP CHECK RUN DATES 12/29/2021 - 01/06/2022  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Page: 5/7

| GL Number                                   | Invoice Line Desc                 | Vendor                       | Invoice Description             | Amount    | Check # |
|---|-----------------------------------|------------------------------|---------------------------------|-----------|---------|
| Fund 293 VETERAN'S RELIEF FUND              |                                   |                              |                                 |           |         |
| Dept 000                                    |                                   |                              |                                 |           |         |
| 293-000-727.00                              | OFFICE SUPPLIES                   | JACKPINE BUSINESS CENTERS    | OFFICE SUPPLIES                 | 54.95     | 83625   |
| 293-000-839.10                              | VETERANS FINANCIAL AID            | BLARNEY CASTLE OIL COMPANY   | VA ASSISTANCE W CARRIS          | 599.98    | 83608   |
| 293-000-839.10                              | VETERANS FINANCIAL AID            | JOWETT FAMILY FUNERAL HOME   | VA AID R COONEY                 | 900.00    | 83627   |
| 293-000-839.10                              | VETERANS FINANCIAL AID            | VISA= KAREN KOROLENKO        | VA AID TIRES                    | 764.68    | 83668   |
| 293-000-900.00                              | PRINTING & PUBLISHING             | MACDONALD GARBER BROADCAST   | VA ADVERTISING DEC 2021         | 1,363.63  | 83633   |
| 293-000-900.00                              | PRINTING & PUBLISHING             | MCDONALD GARBER BROADCAST    | VA ADVERTISEMENT                | 1,363.63  | 83637   |
| 293-000-900.00                              | PRINTING & PUBLISHING             | MIDWESTERN BROADCASTING CO   | VA ADVERTISING                  | 3,780.00  | 83640   |
| 293-000-900.00                              | PRINTING & PUBLISHING             | PIONEER GROUP                | VA ADVERTISING                  | 2,400.00  | 83646   |
| 293-000-970.00                              | EQUIPMENT                         | JACKPINE BUSINESS CENTERS    | VA OFFICE EQUIPMENT             | 4,089.70  | 83625   |
| 293-000-970.00                              | EQUIPMENT                         | JACKPINE BUSINESS CENTERS    | VA OFFICE EQUIPMENT             | 699.99    | 83625   |
| 293-000-970.00                              | EQUIPMENT                         | JACKPINE BUSINESS CENTERS    | VA OFFICE EQUIPMENT             | 1,274.97  | 83625   |
| 293-000-970.00                              | EQUIPMENT                         | JACKPINE BUSINESS CENTERS    | VA OFFICE EQUIPMENT             | 539.93    | 83625   |
| Total For Dept 000                          |                                   |                              |                                 | 17,831.46 |         |
| Total For Fund 293 VETERAN'S RELIEF FUND    |                                   |                              |                                 | 17,831.46 |         |
| Fund 296 JUVENILE JUSTICE FUND              |                                   |                              |                                 |           |         |
| Dept 000                                    |                                   |                              |                                 |           |         |
| 296-000-800.00                              | CONTRACTUAL SERVICES              | KRISTINA MILLER              | SOCIAL WORKER CONTRACT          | 484.00    | 83559   |
| Total For Dept 000                          |                                   |                              |                                 | 484.00    |         |
| Total For Fund 296 JUVENILE JUSTICE FUND    |                                   |                              |                                 | 484.00    |         |
| Fund 401 CAPITAL IMPROVEMENT FUND           |                                   |                              |                                 |           |         |
| Dept 000                                    |                                   |                              |                                 |           |         |
| 401-000-967.00                              | PROJECT EXPENSES                  | I.T. RIGHT- VC3              | MICROSOFT 365 APPS              | 48.00     | 83624   |
| Total For Dept 000                          |                                   |                              |                                 | 48.00     |         |
| Total For Fund 401 CAPITAL IMPROVEMENT FUND |                                   |                              |                                 | 48.00     |         |
| Fund 532 TAX FORECLOSURE FUND               |                                   |                              |                                 |           |         |
| Dept 253 COUNTY TREASURER                   |                                   |                              |                                 |           |         |
| 532-253-801.00                              | CONTRACTED SERVICES               | TITLE CHECK LLC              | ADMIN FEES                      | 789.63    | 83663   |
| Total For Dept 253 COUNTY TREASURER         |                                   |                              |                                 | 789.63    |         |
| Total For Fund 532 TAX FORECLOSURE FUND     |                                   |                              |                                 | 789.63    |         |
| Fund 701 GENERAL AGENCY FUND                |                                   |                              |                                 |           |         |
| Dept 136 DISTRICT COURT                     |                                   |                              |                                 |           |         |
| 701-136-214.01                              | DUE TO SHERIFF'S DEPT - OWI REIMB | BENZIE COUNTY SHERIFF'S DEPT | DECEMBER 2021 OWI REIMBURSEMENT | 792.78    | 83607   |
| 701-136-221.01                              | DUE CITY FRANKFORT - OWI REIMBUR  | CITY OF FRANKFORT            | DECEMBER 2021 OWI REIMBURSEMENT | 60.00     | 83615   |
| 701-136-228.20                              | DUE STATE - DNR JUDGEMENT FEES    | STATE OF MICHIGAN            | DECEMBER 2021 FEE TRANSMITTAL   | 20.00     | 83658   |
| 701-136-228.30                              | DUE STATE - D. L. REINSTATEMENT   | STATE OF MICHIGAN            | DECEMBER 2021 FEE TRANSMITTAL   | 30.00     | 83658   |
| 701-136-228.37                              | DUE STATE - CRIME VICTIM RIGHTS   | STATE OF MICHIGAN            | DECEMBER 2021 FEE TRANSMITTAL   | 846.90    | 83658   |
| 701-136-228.42                              | DUE STATE - STATE COURT - MOTION  | STATE OF MICHIGAN            | DECEMBER 2021 FEE TRANSMITTAL   | 100.00    | 83658   |
| 701-136-228.47                              | DUE STATE - OWI REIMBURSEMENT     | STATE OF MICHIGAN            | DECEMBER 2021 FEE TRANSMITTAL   | 100.00    | 83658   |
| 701-136-228.56                              | DUE STATE - EFILING FEE DIST CO   | STATE OF MICHIGAN            | DECEMBER 2021 FEE TRANSMITTAL   | 295.00    | 83658   |
| 701-136-228.57                              | DUE STATE - STATE JURY FEES       | STATE OF MICHIGAN            | DECEMBER 2021 FEE TRANSMITTAL   | 30.00     | 83658   |
| 701-136-228.58                              | DUE STATE - CIVIL FILING FEES     | STATE OF MICHIGAN            | DECEMBER 2021 FEE TRANSMITTAL   | 1,113.00  | 83658   |
| 701-136-228.59                              | DUE STATE - JUSTICE SYSTEM FUND   | STATE OF MICHIGAN            | DECEMBER 2021 FEE TRANSMITTAL   | 1,654.24  | 83658   |
| 701-136-265.00                              | CASH BONDS PAYABLE                | 85TH DISTRICT COURT          | BOND APPLIED/COSTS              | 1,174.00  | 83601   |
| 701-136-265.00                              | CASH BONDS PAYABLE                | BLOOD, ELDON WILLARD         | BOND RETURN                     | 150.00    | 83609   |
| 701-136-265.00                              | CASH BONDS PAYABLE                | BRADFORD, TERRIE LEANN       | BOND RETURN                     | 26.00     | 83611   |

01/06/2022 12:43 PM  
User: LBARRETT  
DB: Benzie County

INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY  
EXP CHECK RUN DATES 12/29/2021 - 01/06/2022  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Page: 6/7

| GL Number                              | Invoice Line Desc                | Vendor                            | Invoice Description                     | Amount    | Check # |
|--|----------------------------------|-----------------------------------|---|-----------|---------|
| Fund 701 GENERAL AGENCY FUND           |                                  |                                   |   |           |         |
| Dept 136 DISTRICT COURT                |                                  |                                   |   |           |         |
| 701-136-271.00                         | RESTITUTIONS PAYABLE             | GLEN LAKE ELECTRIC INC            | RESTITUTION PYMT FROM SAMUAL W CIKITY   | 195.14    | 83618   |
| 701-136-271.00                         | RESTITUTIONS PAYABLE             | RYKSE, BRAD                       | RESTITUTION PYMT FROM LARRY L BROWN     | 50.00     | 83650   |
| 701-136-271.00                         | RESTITUTIONS PAYABLE             | STATE FARM INSURANCE              | RESTITUTION PYMT FROM W FORINE #22014Q8 | 20.00     | 83655   |
| 701-136-271.00                         | RESTITUTIONS PAYABLE             | TIMMER, JEREDITH                  | RESTITUTION PYMT FROM BRANDON M PIPER   | 5.00      | 83661   |
| Total For Dept 136 DISTRICT COURT      |                                  |                                   |   | 6,662.06  |         |
| Dept 148 PROBATE COURT                 |                                  |                                   |   |           |         |
| 701-148-228.06                         | DUE STATE - SHARED FEES          | STATE OF MICHIGAN                 | DECEMBER 2021 FEE TRANSMITTAL           | 243.59    | 83657   |
| 701-148-228.42                         | DUE STATE - GENERAL FEES         | STATE OF MICHIGAN                 | DECEMBER 2021 FEE TRANSMITTAL           | 105.00    | 83657   |
| 701-148-228.56                         | DUE STATE - EFILING FEE          | STATE OF MICHIGAN                 | DECEMBER 2021 FEE TRANSMITTAL           | 100.00    | 83657   |
| 701-148-228.58                         | DUE STATE - CIVIL FILING FEES    | STATE OF MICHIGAN                 | DECEMBER 2021 FEE TRANSMITTAL           | 600.00    | 83657   |
| 701-148-275.00                         | REFUNDS                          | PHELPS LEGAL GROUP PLC            | REFUND: C KERBY OVERPAYMENT OF FILING   | 5.00      | 83645   |
| Total For Dept 148 PROBATE COURT       |                                  |                                   |   | 1,053.59  |         |
| Dept 215 COUNTY CLERK                  |                                  |                                   |   |           |         |
| 701-215-228.16                         | DUE STATE - PISTOL PERMITS       | STATE OF MICHIGAN (#38-60         | CPL APPLICATIONS FOR DECEMBER 2021      | 1,515.00  | 83659   |
| 701-215-265.00                         | CASH BONDS PAYABLE               | BENZIE COUNTY CLERK               | BOND APPLIED ALISHA GONYON              | 450.00    | 83606   |
| 701-215-271.00                         | RESTITUTIONS PAYABLE             | ANNIE BROWNING                    | RESTITUTION FROM JOSHUA STREETER        | 25.00     | 83604   |
| 701-215-271.00                         | RESTITUTIONS PAYABLE             | CITY OF FRANKFORT                 | RESTITUTION FROM MICHAEL VINCENT        | 81.09     | 83616   |
| 701-215-271.00                         | RESTITUTIONS PAYABLE             | HEATHER FRARY                     | RESTITUTION FROM DEVIN SCARBROUGH       | 48.50     | 83621   |
| 701-215-271.00                         | RESTITUTIONS PAYABLE             | HOMESTEAD TWP FIRE DEPT           | RESTITUTION FROM MICHAEL VINCENT        | 318.91    | 83622   |
| 701-215-271.10                         | FAMILY DIVISION RESTITUTIONS     | TIMOTHY DROST                     | RESTITUTION FROM BRYCE RAMEY            | 200.00    | 83662   |
| Total For Dept 215 COUNTY CLERK        |                                  |                                   |   | 2,638.50  |         |
| Dept 268 REGISTER OF DEEDS             |                                  |                                   |   |           |         |
| 701-268-228.40                         | DUE STATE - REMONUMENTATION FEES | STATE OF MICHIGAN                 | 4TH QUARTER 2021 REMON FEES             | 5,429.32  | 83656   |
| Total For Dept 268 REGISTER OF DEEDS   |                                  |                                   |   | 5,429.32  |         |
| Dept 301 SHERIFF                       |                                  |                                   |   |           |         |
| 701-301-228.63                         | DUE STATE - SEX OFFENDER'S REG.  | MICHIGAN STATE POLICE - C/SEX OFF | DEC 2021                                | 60.00     | 83639   |
| Total For Dept 301 SHERIFF             |                                  |                                   |   | 60.00     |         |
| Total For Fund 701 GENERAL AGENCY FUND |                                  |                                   |   | 15,843.47 |         |



01/06/2022 12:43 PM  
User: LBARRETT  
DB: Benzie County

INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY  
EXP CHECK RUN DATES 12/29/2021 - 01/06/2022  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Page: 7/7

| GL Number            | Invoice Line Desc | Vendor | Invoice Description      | Amount     | Check # |
|----------------------|-------------------|--------|--------------------------|------------|---------|
| Fund Totals:         |                   |        |                          |            |         |
|                      |                   |        | Fund 101 GENERAL FUND    | 23,894.70  |         |
|                      |                   |        | Fund 205 TNT OFFICER MII | 197.09     |         |
|                      |                   |        | Fund 206 SHERIFF'S K-9 I | 60.00      |         |
|                      |                   |        | Fund 209 SCHOOL RESOURC  | 163.89     |         |
|                      |                   |        | Fund 213 JAIL OPERATIONS | 19,310.86  |         |
|                      |                   |        | Fund 214 EMERGENCY MEDIC | 6,243.22   |         |
|                      |                   |        | Fund 228 SOLID WASTE/REC | 22.90      |         |
|                      |                   |        | Fund 247 ANIMAL CONTROL  | 1,211.44   |         |
|                      |                   |        | Fund 261 911 EMERGENCY S | 9,609.02   |         |
|                      |                   |        | Fund 262 DISPATCHER TRAI | 175.00     |         |
|                      |                   |        | Fund 263 LOCAL CORRECTIO | 1,045.28   |         |
|                      |                   |        | Fund 265 JUSTICE TRAININ | 1,045.28   |         |
|                      |                   |        | Fund 292 CHILD CARE FUNI | 6,619.00   |         |
|                      |                   |        | Fund 293 VETERAN'S RELIE | 17,831.46  |         |
|                      |                   |        | Fund 296 JUVENILE JUSTIC | 484.00     |         |
|                      |                   |        | Fund 401 CAPITAL IMPROVI | 48.00      |         |
|                      |                   |        | Fund 532 TAX FORECLOSURE | 789.63     |         |
|                      |                   |        | Fund 701 GENERAL AGENCY  | 15,843.47  |         |
| Total For All Funds: |                   |        |                          | 104,594.24 |         |

---

# Memorandum

---



To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: January 5, 2022

Subject: **Creating a budget – Pointe Betsie Shoreline Protection System**

Attached you will find a budget amendment request related to the Pointe Betsie Shoreline Protection project. In October, the County entered into an agreement with Barr Engineering Company for the completion of final engineering and specifications for the shoreline project. At the time it was agreed that the County would pay for invoices with reimbursement from the Friends of Pointe Betsie. To have clean accounting for this project, we have created a specific fund for it and therefore need to account for a budget.

Therefore, this amendment would create a budget for the contracted services with Barr for this project.

This item is not being placed on the Committee of the Whole agenda because time is of the essence. We have recently paid an outstanding invoice from a different account and have more invoices on the horizon. It's important to log transactions the correct way the first time.

**Recommendation:**

That the Budget Amendment in the amount of \$228,310, creating a budget for the Pointe Betsie Shoreline Protection project to allow for reimbursement revenues from the Friends of Pointe Betsie and payment of invoices by the County, be approved.

## BUDGET AMENDMENT REQUEST

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

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

DATE: 10/1/2021

Request to Amend the 2021/22 Budget for the following:

### Account to be Increased:

| Line Number | Account Name | Amount     |
|-------------|--------------|------------|
| 285-808-585 | Local Match  | 228,310.00 |

Total \$ 228,310.00

### Account to be Increased:

| Line Number | Account Name        | Amount     |
|-------------|---------------------|------------|
| 285-808-800 | Contracted Services | 228,310.00 |

This accounts for the recently entered into contract with Barr Engineering for Pointe Betsie Lighthouse Engineering. The Friends of Pointe Betsie are reimbursing the County for the expenses.

228,310.00

SIGNED: \_\_\_\_\_

*Katelyn Zeig*

1/11/2022

# Elected Officials And Department Heads

---

9-1-1  
Police  
Fire / EMS

*Benzie County Central Dispatch*

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



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

Re: Recap of December 2021

- Janet Engler has progressed to step two of our training process and is doing well.
- Eylssa Magnan has successfully completed all of the hiring steps and will start training with BCCD on January 10, 2022.

House Bill 5026 was signed. It will amend the Emergency 9-1-1-Service Enabling Act to continue funding until December 31, 2027. The bill will also streamline 9-1-1 system capabilities, increase the prepaid wireless 9-1-1 surcharge, and make other changes to improve the 9-1-1 system. House Bill 5026 was sponsored by Rep. Julie Calley R-Portland.

**From the December 17, 2021 press release from the Governor's Office.**

"Maintaining and expanding public safety is a responsibility of our government," said Governor Whitmer. "When an emergency occurs, our state's first responders are ready to take action. Funding our state's critical 9-1-1 services is necessary to equip our state in times of need."

"Public safety is one of the core responsibilities of government," said Rep. Julie Calley R-Portland. "If we fail to take action, we'd be shirking our responsibility and letting down every single Michigander who relies on 911 to be at the ready when an emergency occurs. The software and technology we have today to support the trained experts on the line is truly incredible – but it's not free. It's absolutely essential to make sure this fund is sustainable long into the future."

- The next 911 Dispatch Advisory Board meeting is scheduled for January 13, 2022. The agenda includes election of the Executive Board, setting the meeting schedule for 2022, discussions on BCCD Space needs project and discussion on Frankfort area communication deficiencies.

I want to commend all the Emergency Communications Specialists that endured the weather events in December. Weather related calls impacted all shifts for a several days. A special thanks to Donna Kaye Stevens and Christa Ketz for staying late and coming in early on December 16, 2021. There were moments where even three dispatchers working all phone and radio positions struggled to stay ahead of the phone and radio traffic generated on this day.

Between the hours of 00:00-11:59pm on 12/16/21, BCCD processed 182 CAD calls for service (some duplicate calls were not counted by the system). Approximately 177 of those event records were weather related. 111 9-1-1 calls were received. Simultaneously, BCCD also answered 198 administrative line calls in that same time period. This does not include all of the outgoing calls to Consumers Energy or Cherryland Electric. All of the Emergency Communications Specialists handled the call volume with efficient professionalism. This allowed other agencies, like Township Fire Departments and Energy Companies, and the Benzie County Road Commission to do the fantastic work that they did to get the community moving and energized as soon as possible.

Sincerely – Rebecca Hubers

RECEIVED

JAN 05 2022

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

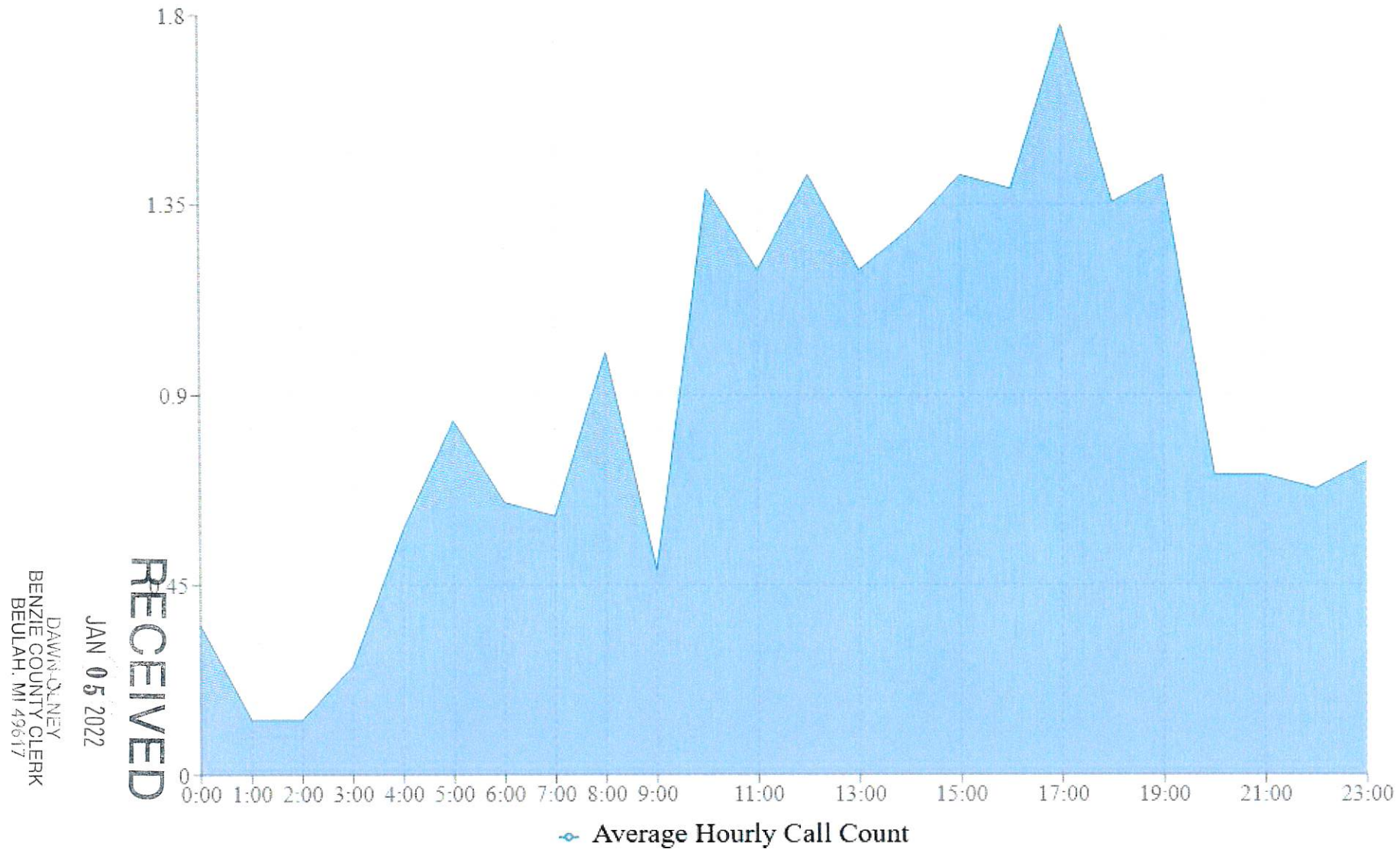


[illegible]

# BENZIE COUNTY (CENTRAL DISPATCH), MI

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

12/1/2021 to 12/31/2021



### SUMMARY

| Hour | Average Hourly Call Count | Highest Hourly Call Count | Total Call Count | Percentage | Tandem Transfers | NG911 Transfers | Blind Transfers | Attended Transfers | Conference Transfers | Total Transfers |
|------|---------------------------|---------------------------|------------------|------------|------------------|-----------------|-----------------|--------------------|----------------------|-----------------|
|      | 0.9                       | 1.8                       | 672              | 100.0%     | 41               | 0               | 0               | 0                  | 1                    | 44              |



|  | Apr-21 | May-21 | Jun-21 | Jul-21 | Aug-21 | Sep-21 | Oct-21 | Nov-21 | Dec-21 |
|--|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 9-1-1 Calls                            | 557    | 631    | 784    | 1168   | 1000   | 719    | 609    | 523    | 673    |
| Admin Inbound calls                    | 1198   | 1520   | 1688   | 1789   | 1725   | 1417   | 1278   | 1341   | 1502   |
| Transferred 9-1-1 to another PSAP      | 23     | 35     | 44     | 51     | 49     | 36     | 23     | 37     | 44     |
| Transfers within building              | 100    | 114    | 138    | 109    | 130    | 93     | 106    | 78     | 109    |
| Call for Service Nature types:         |        |        |        |        |        |        |        |        |        |
| Abandoned 9-1-1                        | 108    | 94     | 119    | 259    | 216    | 130    | 74     | 60     | 64     |
| Abandoned Vehicle                      | 2      | 8      | 5      | 2      | 1      | 4      | 2      | 2      | 12     |
| Accidental Dial                        | 50     | 29     | 58     | 110    | 89     | 65     | 64     | 25     | 33     |
| Aircraft Down                          |        |        |        |        |        |        |        |        |        |
| Alarm - Commercial                     | 9      | 8      | 11     | 7      | 11     | 5      | 7      | 13     | 9      |
| Alarm - Medical                        | 13     | 12     | 7      | 11     | 7      | 16     | 9      | 4      | 15     |
| Alarm - Residential                    | 10     | 12     | 19     | 13     | 13     | 8      | 15     | 19     | 11     |
| Ambulance Request                      | 133    | 128    | 159    | 180    | 169    | 194    | 180    | 156    | 152    |
| Ambulance Transfer                     | 26     | 34     | 34     | 50     | 33     | 35     | 45     | 37     | 39     |
| Animal Control Complaint               | 12     | 15     | 42     | 22     | 26     | 19     | 12     | 18     | 11     |
| Assault                                | 6      | 4      | 4      | 4      | 8      |        | 8      | 6      | 7      |
| Assist Other Dept / County             | 9      | 10     | 13     | 16     | 14     | 10     | 11     | 7      | 11     |
| Be on the Lookout                      |        | 3      | 1      | 5      | 5      | 1      | 1      |        |        |
| Boater in Distress                     |        |        | 5      | 2      | 1      | 2      |        |        |        |
| Boating Complaint                      |        | 1      |        | 2      | 5      |        |        | 1      |        |
| Breaking and Entering                  | 3      | 6      | 6      | 5      | 3      | 3      | 3      | 5      |        |
| Breaking and Entering - In progress    | 1      | 2      | 2      | 2      | 2      | 3      |        | 2      |        |
| Breaking and Entering - Vehicle        |        | 2      |        | 1      | 3      | 5      | 4      |        | 1      |
| Bullying                               |        | 2      |        |        |        |        |        |        |        |
| Bus Lights Disregarded                 |        | 3      |        |        |        | 1      | 3      |        | 1      |
| Car vs Bear - Property Damage Accident | 1      |        | 2      |        |        | 1      |        |        |        |
| Car vs Deer - Property Damage Accident | 15     | 18     | 29     | 22     | 16     | 23     | 33     | 38     | 25     |
| Careless Use                           |        |        |        | 1      | 1      |        |        | 2      |        |
| Child Neglect                          |        |        |        |        |        |        |        |        |        |
| Child Abuse                            | 2      |        |        |        |        |        |        | 2      | 2      |
| Citizen Assist                         | 8      | 3      | 12     | 23     | 16     | 24     | 4      | 5      | 5      |
| Civil - Assist                         | 2      | 12     |        | 3      | 3      | 2      | 2      | 3      | 2      |
| Civil - Dispute                        | 5      | 1      | 1      | 1      |        | 1      | 2      | 2      |        |
| Civil - Standby                        | 2      | 3      | 3      | 3      | 1      | 3      | 1      | 2      | 1      |
| Computer Crime                         |        |        |        |        |        |        |        |        |        |
| Conservation Law Violations            | 1      |        | 3      | 2      | 2      | 10     | 2      | 3      | 2      |
| Counterfeit Money / ID                 |        |        |        |        |        |        |        |        |        |
| COVID - Executive Order response       |        |        |        | 1      |        |        |        |        |        |
| Criminal Sexual Conduct (CSC)          | 2      | 2      | 1      | 2      | 2      | 4      | 1      | 2      | 2      |
| Custody Dispute                        | 4      | 1      | 4      | 1      | 1      | 3      | 1      |        | 4      |
| Deer Permit Issued                     |        |        |        |        |        |        | 2      |        | 2      |
| Disorderly Subject                     | 2      |        | 3      | 2      | 1      | 1      | 2      | 1      |        |
| Domestic Violence                      | 6      | 10     | 9      | 9      | 11     | 4      | 10     | 7      | 4      |
| Drowning                               |        |        |        |        |        |        |        |        |        |
| Drug Activity                          | 4      | 3      | 3      | 3      | 1      | 2      | 3      | 1      | 1      |
| Embezzlement                           |        |        |        |        | 1      |        | 1      |        |        |
| Family Trouble                         | 7      | 8      | 7      | 7      | 5      | 4      | 6      | 2      | 6      |
| Fight in Progress                      |        | 2      | 2      | 2      | 5      |        | 2      |        | 1      |
| Fire - Alarm                           | 3      | 3      | 8      | 4      | 6      | 7      | 7      | 4      | 1      |
| Fire - Brush                           | 3      | 2      |        |        |        | 2      | 1      | 3      | 1      |
| Fire - Chimney                         |        |        | 1      |        |        |        |        |        | 1      |
| Fire - Grass                           | 3      | 1      | 3      |        |        |        | 1      |        |        |
| Fire - Other                           | 6      | 11     | 6      | 4      | 3      | 7      | 7      | 5      | 15     |
| Fire - Structure                       | 3      | 3      | 2      | 2      | 1      | 2      | 2      | 2      | 2      |
| Fire - Vehicle                         | 1      |        | 4      |        |        | 2      |        |        | 1      |
| Fireworks Complaint                    |        |        | 2      | 13     |        | 2      |        |        |        |
| Found Property                         |        |        |        |        |        | 3      | 12     | 1      | 4      |
| Fraud                                  | 8      | 6      | 6      | 4      | 5      | 7      | 10     | 10     | 9      |
| Gas Leak (Natural Gas)                 | 1      | 2      |        | 2      |        | 3      | 2      | 2      | 1      |
| Harassment                             | 6      | 7      | 6      | 7      | 4      | 10     | 4      | 8      | 2      |
| Harassing Telephone Calls / Text       | 2      | 1      | 1      | 1      | 2      | 1      | 1      | 1      |        |
| Hazardous Material Spill / Leak        |        |        |        |        |        |        |        |        |        |
| Identity Theft                         |        |        | 1      |        | 2      | 1      | 2      | 1      | 1      |



|                                       | Apr-21 | May-21 | Jun-21 | Jul-21 | Aug-21 | Sep-21 | Oct-21 | Nov-21 | Dec-21 |
|---------------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Illegal Burn                          | 3      | 1      |        | 1      | 1      | 1      | 2      |        | 1      |
| Illegal Dumping                       | 2      | 2      |        |        | 1      | 1      | 3      |        |        |
| Illegal Fireworks                     |        |        |        |        |        |        |        |        |        |
| Incorrigible Youth                    | 5      | 2      | 3      | 5      | 10     | 3      | 6      |        | 2      |
| Injured Animal                        | 2      | 9      | 5      |        | 5      | 4      | 6      | 3      | 7      |
| Intoxicated Driver - Suspected        | 2      | 2      | 4      | 1      |        | 1      |        | 3      | 3      |
| Intoxicated Subject                   |        |        |        | 2      | 3      | 1      | 1      | 1      | 3      |
| Landlord / Tenant Dispute             | 3      | 2      | 4      | 1      | 3      | 2      | 4      |        | 2      |
| Larceny                               | 12     | 12     | 17     | 10     | 9      | 6      | 14     | 8      | 8      |
| Leaving the scene of accident         |        |        |        | 1      |        |        | 1      | 1      |        |
| Livestock in the roadway              | 2      | 1      | 1      |        | 1      |        |        | 2      | 1      |
| School Lock down (including drills)   |        |        |        |        |        |        |        |        |        |
| Lost Property / Animal                | 2      | 2      |        | 1      | 2      | 3      | 4      | 3      |        |
| Loud Party                            |        |        | 1      |        | 1      |        |        |        |        |
| Marijuana Possession                  |        |        |        |        |        |        |        |        |        |
| Malicious Destruction of Property     | 4      | 4      | 10     | 9      | 5      | 5      | 4      | 5      | 4      |
| Minor in possession of tobacco        |        |        |        |        |        |        |        |        |        |
| Minor in posession of alcohol         |        | 1      |        |        | 1      | 1      | 1      | 1      |        |
| Misdialed 9-1-1                       | 13     | 30     | 21     | 35     | 17     | 11     | 5      | 2      | 9      |
| Missing Person                        | 2      | 8      | 3      | 10     | 4      | 2      | 1      |        | 6      |
| Motorist Assist                       | 8      | 3      | 4      | 9      | 10     | 4      | 8      | 1      | 3      |
| Neighbor Dispute                      | 5      | 5      | 5      |        |        | 2      |        | 2      | 5      |
| Noise Complaint                       | 3      | 4      |        | 7      | 15     | 8      | 5      |        |        |
| Off Road Vehicle Complaint            |        |        |        |        | 1      |        |        |        |        |
| Open Door                             | 1      | 2      | 2      | 1      |        | 1      |        |        | 4      |
| Open Intoxicant in a Motor Vehicle    |        |        |        | 1      |        |        |        |        |        |
| Other / Misc                          | 25     | 43     | 36     | 56     | 58     | 33     | 28     | 35     | 28     |
| Parking Complaint                     |        | 1      | 2      | 11     | 4      | 3      | 1      | 5      | 2      |
| Patient Transfer - EMS                |        |        |        |        |        |        |        |        |        |
| Peeping Tom                           |        |        |        |        |        | 1      |        | 1      |        |
| Person in the Water                   |        |        |        | 1      | 2      | 1      |        | 1      | 1      |
| Personal Injury Accident              |        | 2      | 7      | 7      | 7      | 5      | 5      | 10     | 4      |
| Personal Protection Order - Entry     | 3      | 5      | 4      | 3      | 2      | 1      | 2      | 1      | 5      |
| Personal Protection Order - Violation |        | 3      | 2      | 6      | 1      | 3      | 1      | 1      |        |
| Possession of Illegal Substance       |        |        |        |        |        |        |        |        |        |
| Power Line - Down, Fire, Arcing       | 2      | 3      | 7      | 9      | 32     | 11     | 3      | 5      | 89     |
| Private Property Accident             | 6      | 6      | 3      | 8      | 5      | 5      | 7      | 2      | 3      |
| Probation Violation                   |        |        |        | 1      |        |        |        |        |        |
| Property Check                        | 2      | 1      |        |        |        | 3      | 1      |        |        |
| Property Damage Accident              | 10     | 15     | 20     | 21     | 27     | 16     | 17     | 21     | 19     |
| Property Dispute                      | 1      |        | 2      | 1      | 1      | 2      | 1      |        | 1      |
| Prowler                               |        |        |        |        |        |        | 1      |        |        |
| Reckless Driver                       | 21     | 34     | 36     | 47     | 34     | 26     | 19     | 19     | 12     |
| Road Hazard                           | 7      | 14     | 9      | 14     | 7      | 9      | 5      | 11     | 21     |
| Robbery - Armed                       |        |        |        |        |        |        |        |        |        |
| Robbery - Unarmed                     |        |        |        |        |        |        |        |        |        |
| Roll Over - Personal Injury Accident  | 1      | 2      | 2      | 3      |        | 2      |        | 3      | 1      |
| Roll Over - Property Damage Accident  | 2      | 1      | 2      | 2      | 1      | 1      | 1      | 5      | 4      |
| Runaway                               |        | 1      | 1      | 1      | 1      | 6      | 6      | 4      | 3      |
| Sex Offender Violations               |        |        |        |        |        |        |        |        |        |
| Shoplifting                           |        | 2      |        | 2      | 2      |        |        |        |        |
| Shots fired complaint                 | 4      | 5      | 5      | 10     | 3      | 5      | 3      | 5      |        |
| Stalking                              |        |        |        |        |        | 1      | 2      |        |        |
| Suicidal Subject                      | 7      | 4      | 4      | 3      | 4      | 4      | 4      | 7      | 7      |
| Suspicious Mail / Package             |        |        |        |        |        |        |        | 2      | 1      |
| Suspicious Person                     | 6      | 5      | 7      | 7      | 8      | 6      | 2      | 6      | 5      |
| Suspicious Telephone Call / Text      | 2      |        | 1      |        | 1      | 1      |        | 1      |        |
| Suspicious Situation                  | 15     | 34     | 34     | 34     | 32     | 40     | 14     | 14     | 18     |
| Suspicious Vehicle                    | 8      | 9      | 9      | 10     | 8      | 11     | 9      | 8      | 6      |
| Test Call                             | 7      | 22     | 7      | 18     | 21     | 10     | 27     | 14     | 10     |
| Threats                               | 5      | 10     | 6      | 8      | 6      | 7      | 6      | 12     | 7      |
| Traffic Stop                          | 257    | 376    | 416    | 489    | 486    | 201    | 235    | 157    | 183    |
| Tree Down in Road                     | 1      | 15     | 26     | 28     | 34     | 23     | 6      | 25     | 86     |
| Trespassing                           | 4      | 6      | 3      | 5      | 7      | 1      |        | 6      | 2      |

|                                      | Apr-21      | May-21      | Jun-21      | Jul-21      | Aug-21      | Sep-21      | Oct-21      | Nov-21     | Dec-21      |
|--------------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|------------|-------------|
| Truancy                              | 3           | 1           |             |             |             |             |             | 1          | 4           |
| Unauthorized Driving Away Automobile | 1           | 3           |             |             |             | 3           | 1           | 1          | 5           |
| Uninitiated 9-1-1 call               | 14          | 2           | 4           | 2           | 1           | 1           |             |            |             |
| Unknown Accident                     | 5           |             | 4           | 8           | 2           | 2           |             | 6          | 6           |
| Unwanted Person                      | 4           | 8           | 6           | 11          | 1           | 4           | 6           | 8          | 3           |
| Unwanted Telephone Calls / Texts     | 1           |             | 1           |             |             | 1           |             | 1          |             |
| Vandalism                            | 1           |             | 2           | 1           | 1           | 1           | 1           | 1          |             |
| Vehicle in Ditch                     | 1           | 3           |             |             | 2           | 2           |             | 5          | 6           |
| Verbal Dispute                       |             | 4           | 1           | 1           | 3           | 1           | 2           | 2          | 1           |
| VIN Inspection                       | 4           | 2           | 8           | 3           | 2           | 3           |             | 2          | 1           |
| Warrant Attempt                      | 1           |             | 1           |             |             | 1           |             | 1          |             |
| Warrant Arrest                       | 1           |             | 1           | 1           |             |             | 1           |            |             |
| Warrant Entry                        | 14          | 10          | 16          | 10          | 11          | 14          | 14          | 14         | 6           |
| Warrant TIP                          |             | 1           |             |             | 1           |             |             | 1          |             |
| Water Rescue                         | 1           |             |             |             |             |             | 1           | 1          |             |
| Welfare Check                        | 20          | 17          | 18          | 23          | 17          | 9           | 25          | 24         | 18          |
|                                      |             |             |             |             |             |             |             |            |             |
| <b>TOTAL</b>                         | <b>1017</b> | <b>1239</b> | <b>1435</b> | <b>1818</b> | <b>1676</b> | <b>1166</b> | <b>1081</b> | <b>943</b> | <b>1125</b> |
| <b>Smart911</b>                      |             |             |             |             |             |             |             |            |             |
|                                      | Apr-21      | May-21      | Jun-21      | Jul-21      | Aug-21      | Sep-21      | Oct-21      | Nov-21     | Dec-21      |
| Total number of profiles as of =     | 818         | 821         | 822         | 822         | 834         | 836         | 837         | 840        | 842         |
| 9-1-1 calls to Dispatch with profile | 5           | 10          | 8           | 8           | 5           | 9           | 4           | 5          | 7           |
| Chat by text                         | 7           | 13          | 17          | 30          | 20          | 15          | 4           | 5          | 8           |
| Chat with response                   | 4           | 7           | 6           | 18          | 11          | 5           | 1           | 1          | 2           |
| Tickets with SOS Location            | 249         | 333         | 462         | 694         | 612         | 469         | 370         | 307        | 395         |

RECEIVED

JAN 05 2022

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

# ACTION ITEMS

## **DEPOSITORIES**

**2022 – 001**

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

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

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

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

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

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

Motion:

Ayes:

Nays:

Absent:

Dated: January 11, 2022

---

Bob Roelofs, Chair

### **Certification**

I, Dawn Olney, Benzie County Clerk and Clerk to the Benzie County Board of Commissioners, do hereby certify that the above resolution was adopted by the Benzie County Board of Commissioners on January 11, 2022.

---

Dawn Olney, Benzie County Clerk

---

# Memorandum

---



To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: January 5, 2022

Subject: **Board Rules and COTW Time Change**

Attached you will find your Board Rules with various red lined changes proposed by our legal counsel. On January 4<sup>th</sup>, the Board did approve the Board Rules with changes discussed and upon review by legal counsel. Given the substantial number of changes being proposed by counsel, it is important for the board to have the opportunity to reconsider and approve the rules.

I also wanted to follow up regarding the legality of changing the Committee of the Whole time to “immediately following the regular meeting” or “one hour after the regular board meeting adjourns.” I have touched based with legal counsel and either option is legal. The OMA requires “date, time and place.” Although neither option have a set time, they are still a “time” that meets the requirements. Immediately following is the more common way to do this and avoids people waiting around but both are acceptable.

## Recommendation:

That the Board Rules as amended by legal counsel and included in the January 11, 2022, packet, be adopted.

*If the Commissioners would like to change the timing of the Committee of the Whole meeting, the following motion would be appropriate:*

That the Board of Commissioners approves the change in time for scheduled Committee of the Whole Meetings to “immediately following the adjournment of regularly scheduled Board of Commissioner meetings.”

BOARD RULES  
Adopted: January 4, 2022

1. MEETINGS

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

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

1.12 Annual meeting date after September 14 but before October 16. ~~felient to select date~~  
Required by state statute (MCL 46.1).

1.2 Time. The regular meetings of the board of commissioners shall be held on the second and fourth Tuesdays at 9:00 a.m.

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

1.4 Change in Schedule. Changes in the meeting schedule, including time and place, additional meetings, and meetings adjourned or recessed to a specific time and place, may be made by majority vote of the board of commissioners, such change to be recorded in the minutes of the meeting in which the change is made. Meetings may be adjourned or recessed "at the call of the chair" by majority vote of the board of commissioners present and constituting a quorum. Meetings adjourned or recessed for more than ~~3648~~ hours "at the call of the chair" unless the board provides otherwise may be reconvened ~~upon telephonic or other communication at only public notice has been posted at~~ least 1824 hours before the time of the reconvening and upon giving the public notice. All such changes shall be in compliance with the Open Meeting Act, MCL 15.261 et seq.

1.5 Special Meetings.

1.51 Petition and Notice. A special meeting of the board of commissioners shall be held only when requested by one-third of the members, which request shall be in writing, addressed to the county clerk and specifying the time, place and purpose of the meeting. ~~When possible, some evening meetings may be held.~~ Upon receipt of the requests, the clerk shall immediately give notice to each board member with at least 1824 hours' notice before the time of such meeting in one of the manners provided as follows:

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

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

1.6 Public Notice of Meetings. The clerk of the board of commissioners each year shall give public notice of the regular schedule of time and place in one or more newspapers circulated in the county, and by posting the schedule in the Benzie County Government Center in compliance with the Open Meetings Act. Public notice of special or rescheduled meetings and reconvening of meetings which have been adjourned or recessed for more than ~~3648~~ hours shall be given by informing the newspaper in the county and posting notice in the courthouse as required by the Open Meetings Act.

1.7 Public Meetings. The meetings of the board of commissioners shall be open and accessible to the public and all persons may attend its meetings. The board of commissioners may also make meetings available to the public and staff via virtual means. However, virtual participation by members of the board of commissioners will only be permitted as set forth in the Open Meetings Act (e.g. members absent due to active military duty). ~~Add some type of wording having to do with~~  
~~Zoom information. Legal Counsel~~

## 2. QUORUM

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

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

## 3. VOTING

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

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

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

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

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

**Commented [MN1]:** This is how Robert's Rules does this (absent the "roll call" distinction). It is common to allow more flexibility in the board rules (the motion to reconsider will fail if it lacks support or sufficient # to pass anyway). I would suggest the revisions.

## 4. ORGANIZATION

### 4.1 Chair

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

4.12 Duties.



- 4.121 The chair, if present, shall preside at all meetings of the board of commissioners, preserve order, and decide questions of order subject to appeal to the board.
- 4.122 The chair shall be the designator signor agent for the board regarding in the signing ~~of~~ contracts, orders, resolutions, determinations, and minutes of the board and in the certification of the tax rolls.
- 4.123 The chair shall serve in such capacities and make appointments , subject to approval of a majority of the members of the board, as the law shall require.
- 4.124 The chair shall serve ex officio on all board committees. He/She shall not have a right to vote in committee unless he/she is expressly named a member of that committee.
- 4.125 The chair, for purposes of representing the county in various functional or ceremonial capacities, shall be considered as the chief elected official of the county.
- 4.126 Upon his/her election and subject to the approval of a majority of all members of the board, the chair shall proceed to appoint the members of all board standing committees and shall designate the chair of each committee. The term of each appointee to a board standing committee shall be for one (1) year but shall terminate as of the date such person ceases to be a member of the board of commissioners.

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

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

- 4.1271 All appointments assigned to sitting Commissioners are annual, except where dictated or mandated by statute.
- 4.1272 County Commissioners appointed to serve on boards and commissions shall be deemed to serve by virtue of their position as a County Commissioner. For such Commissioners, said appointment shall continue only so long as the commissioner continues in office, unless otherwise dictated or mandated by statute. At the point a Commissioner so appointed vacates the office of County Commissioner, all appointments enjoyed by virtue of that office shall also terminate.
- 4.127 The chair of the board shall have the power to administer an oath to any person concerning any matter submitted to the board of commissioners or any matter connected with the discharge of their duties, to issue subpoenas for witnesses and to compel their attendance in the same manner as courts of law as authorized by state statute.

- 4.128 The chair of the board, when appropriate, shall refer matters coming before the board to one of the committees of the board and he/she shall ~~resolve~~~~arbitrate~~ all jurisdictional disputes between committees, decisions over which shall be subject to these rules and subject to appeal to the board.

#### 4.2 Vice-Chair.

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

#### 4.3 Clerk.

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

In the absence of both chair and vice chair, the following commissioners will be delegated to be in charge, in the following order: ~~Chair, Vice Chair, b~~Board member seniority based on years of service and then alphabetical order.

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

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

**STANDING COMMITTEES**

EMS

Courts – 3

Commission on Aging

Committee of the Whole

Fee Committee

**COUNTY COMMISSION LIAISON**

Building Authority

Chamber of Commerce

Conservation District

Human Services Department (DHHS, Maples)

Land Bank Authority

MSU Extension

Road Commission

Schools

Sheriff/Jail

911 Central Dispatch

Transportation

**APPOINTMENTS TO AUTHORITIES AND OTHER AGENCIES**

Airport Authority

Animal Welfare League/Advisory Board

Area Agency on Aging

Benzie Housing Committee (county)

Benzie Senior Resources (formerly Council on Aging & Benzie Home Health Care)

Betsie River Watershed

Betsie River Zoning Board of Appeals

Betsie Valley Trailway Mgt Council

Benzie-Leelanau Public Health

Benzie-Leelanau Public Health Board of Appeals

Centra Wellness -- CMH

Central Dispatch Advisory

Domestic Violence Task Force

EDC/BRA (Benzie)

Human Services Collaborative Body – HSCB

LEPC

Manistee-Benzie Comm Corrections – PA 511

MAC Finance & General Government

MAC Transportation

MAC Ag & Tourism

MAC Worker's Comp Fund

Networks Northwest/Council of Government

Northern Michigan Regional Entity

Northern Michigan Counties

Natural Scenic Rivers

Northwest Michigan Community Action Agency

ORV

Parks & Recreation Commission

Planning Commission  
Platte River Watershed Committee  
Point Betsie Lighthouse  
Soil Erosion Board of Appeals  
Solid Waste Advisory Committee  
Township Association & Local Municipalities  
Veterans Affairs

4.5 Duties: Each committee shall:

- 4.511 Report to the board.
- 4.512 Review all appropriation requests most directly related to its own functions and make recommendations thereon for referral to and consideration by the board.
- 4.513 Report and recommend allowance or disallowance of all claims relating to the jurisdiction of the committee as prescribed by these rules.
- 4.514 Act as liaison between the board of commissioners and the several county officers, boards, commissions and agencies respecting matters under the jurisdiction of the committee as prescribed by these rules, except as the board shall otherwise direct.
- 4.515 Have and perform such other duties as the board may direct.

4.6 Committee Meetings. Committee meetings are subject to the requirement of the Open Meetings Act. Regular meetings shall be posted within 10 days after the first meeting of the committee in each calendar or fiscal year a public notice stating the dates, times, and places of its regular meetings. For a change in schedule of regular meetings of a public body, there shall be posted within three days after the meeting at which the change is made, a public notice stating the new dates, times, and places of its regular meetings. For a rescheduled regular or a special meeting of a public body, a public notice stating the date, time, and place of the meeting shall be posted at least 18 hours before the meeting. Meetings of a committee may be convened by its chair or by a majority of its members at any time upon 18 hours (was 36 hours) or more written, telephonic or email notice to all its members and in compliance with the Open Meetings Act.

4.7 Committee Voting. The names and votes of members shall be recorded on an action which is taken by a committee of the board.

4.8 Special Committees. Subject to the approval of the board of commissioners, the chair of the board may establish special committees and designate commissioners to serve thereon. The membership of special committees shall automatically be terminated upon the succession to office of a new chair of the board.

5. CONDUCT OF BOARD OF COMMISSIONER MEETINGS

5.1 Order of Business

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

Call to Order  
Roll Call  
Invocation and Pledge of Allegiance  
Approval of Agenda  
Approval and/or Correction of Minutes  
First Public Comment~~Input~~ (Limit 3 minutes unless extended by the chair or a majority of the board of commissioners)  
Finance – Approval of Bills  
Elected Officials & Dept Head Comments  
Action Items

Commissioner Reports  
County Administrator Report  
Committee of the Whole  
Committee Appointments  
Old Business  
New Business  
Presentation of Correspondence  
~~Second~~ Public ~~Comment~~~~Input~~ (Limit 3 minutes unless extended by the chair or a majority of the board of commissioners)  
Adjournment

5.2 Agenda. On the fourth day before each regular and adjourned regular meeting of the board, the clerk shall provide to each member an agenda for the meeting, by placing in their mailbox at the Government Center or by placing said agenda on the county web site. Contained therewith shall be a brief description of all matters to be considered and arranged in accordance with the order specified above. All information to be placed on the agenda must be received by the clerk of the board no later than 5:00 p.m. on the Wednesday immediately preceding said regular or adjourned regular meeting. Only with majority consent of the members present may any committee report, other than reports on routine claims, be acted upon by the board of commissioners at any regular or adjourned regular meeting.

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

## 6. RIGHTS AND DUTIES OF COMMISSIONERS

### ~~RIGHTS AND DUTIES OF MEMBERS.~~

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

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

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

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

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

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

## 8. PARLIAMENTARY AUTHORITY AND PROCEDURE

8.1 Authority. ~~The current version of "Robert's Rules of Order-Revised"~~ shall ~~apply to govern~~ all questions of ~~parliamentary~~ procedures which are not otherwise provided by these rules or state law.

### 8.2 Procedure.

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

Notices of board and committee meetings shall include a request that all cell phones or other electronic devices be turned off or set to “mute” or “vibrate” in order to avoid disruption during the meeting. Disruption of a meeting by inappropriate use of a cell phone may be addressed in the same manner as other inappropriate disruptions.

9. ADOPTION AND AMENDMENT OF RULES

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

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

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

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

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

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

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



- 10.2 The Administrator for the County of Benzie shall maintain a separate file for those communications with the Benzie County Corporate Counsel and ~~or other legal counsel~~ ~~Legal Advisory~~ which are subject to the attorney-client privilege. Upon request, any member of the Benzie County Board of Commissioners may review said materials but shall not disseminate or discuss to any third party the contents of communication subject to the attorney-client privilege.
- 10.3 In the event that a member of the Benzie County Board of Commissioners has questions regarding a confidential matter including, but not necessarily limited to, a communication that is subject to the attorney-client privilege, that Commissioner or party shall prepare a written communication to the Benzie County Administrator and Board Chair outlining any issues or questions regarding the confidential matter or communication. Responses to those written communications then will be processed by the Chair of the County Board of Commissioners and in most situations simultaneously shared with the entire Board of Commissioners.
- 10.4 One set of documents or related materials submitted to the Administrator or Chair will be kept and on file. Files are not to be copied nor leave the Administrator's office. Also, sharing or communicating any information related to the confidential work, including conversations, in progress or content of the documents ~~(file)~~ will be considered a breach of the "Board's" trust.
- 10.5 Members of the Benzie County Board of Commissioners may, by majority roll call vote, or two-thirds (2/3's) vote if required by the Open Meetings Act, move for entry into a closed session for those purposes authorized under the Michigan Open Meetings Act.
11. PUBLIC MEETINGS. Board meetings shall be open to the public as required by the Open Meetings Act.

Section 10.1 amended – 10/18/2005

Section 4.11 amended – 1/10/2006

Section 4.1271 amended – 1/10/2006

Section 4.1272 amended – 1/10/2006

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

Sections 1.2, 4.4 amended – 1/4/2011

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

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

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

Section 1.2 and 5.11 – 1/7/2014

Section 4.4 – 1/6/2015

Section 4.127 – 2/10/2015

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

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

Sections 1.1, 1.2, 1.5, 4.4, 5.11. All reference to chairman and/or chairperson will be changed to chair. – 1/7/2020

Section 5.11; page 11 #1 per diem rate. – 1/5/2021

## POLICY ON COMPENSATION

1. Effective January 1, 2023, per diem be set at \$40.00 for each meeting four hours or less, meetings lasting longer than four hours is considered two meetings (\$80.00) and after eight hours will be considered 3 meetings (\$120.00) for per diem.
2. Per diem shall not be paid for attending scheduled regular or reconvened county board meetings. However, per diem shall be paid for attending village, city and township board meetings of the district they represent, special board meetings, committee meetings, and special assignment meetings. Special assigned meetings are meetings attended at the direction of the Board of Commissioner or by the Chair of the Board of Commissioners and may also be paid per diem. Proper documentation can be obtained and filed with the County Administrator.
3. Mileage will be authorized for attending reconvened or special county board meetings, village, city and township meetings of the district they represent, committee meetings, special assignment meetings, functions benefiting Benzie County, or meetings attended at the direction of the Board of Commissioners or by the Chair of the Board of Commissioners, at the rate established by the Board of Commissioners.
4. ~~Hotel~~Living expenses will be paid while attending special assignments, functions or meetings attended by the direction of the Board of Commissioners or by the chair of the Board of Commissioners that are held outside of Benzie County.
5. Per diem to be paid for weekly Accounts Payable (A/P) review by a designated board member. (Added 1/12/2016)

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

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

### BOARD PRACTICES

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

**2022**  
**BENZIE COUNTY BOARD OF COMMISSIONERS**  
**REGULAR MEETINGS**

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

The meetings will be held on the 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays of each month unless changed by the Board of Commissioners.

**All regular meetings will begin at 9:00 a.m. and Committee of the Whole will begin at 1:30 p.m.**

The Benzie County Board of Commissioners will follow “Robert’s Rules of Order as Revised.”

|           |    |           |   |
|-----------|----|-----------|---|
| January   | 4  | 9:00 a.m. | Organizational Meeting  |
|           | 11 | 9:00 a.m. |   |
|           | 25 | 9:00 a.m. |   |
| February  | 8  | 9:00 a.m. |   |
|           | 22 | 9:00 a.m. |   |
| March     | 15 | 9:00 a.m. | Building Department Annual Report<br>MAC Legislative Conference (March 21-23, Radisson, Lansing)                        |
|           |    |           |   |
| April     | 12 | 9:00 a.m. | Equalization Report   |
|           | 26 | 9:00 a.m. |   |
| May       | 10 | 9:00 a.m. |   |
|           | 24 | 9:00 a.m. |   |
| June      | 14 | 9:00 a.m. | Summer Tax Hearing  |
|           | 28 | 9:00 a.m. |   |
| July      | 12 | 9:00 a.m. |   |
|           | 26 | 9:00 a.m. |   |
| August    | 9  | 9:00 a.m. | Public Hearing to Set 2022 Budget   |
|           | 23 | 9:00 a.m. |   |
| September | 13 | 9:00 a.m. | Accept L 4029 – 2022 Millage Report; Adopt 2022-23 Budget<br>MAC Annual Conference (Sept 18-21, Doubletree, Port Huron) |
|           | 27 | 9:00 a.m. |   |
| October   | 11 | 9:00 a.m. | Apportionment Report; Set Elected Official Salaries   |
|           | 25 | 9:00 a.m. |   |
| November  | 8  | 9:00 a.m. | ELECTION DAY  |
|           | 22 | 9:00 a.m. |   |
| December  | 13 | 9:00 a.m. | Commission on Aging Annual Meeting  |
|           | 27 | 9:00 a.m. |   |

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

|           |       |  |
|-----------|-------|--|
| January   | 1     | New Year’s Day (recognized Friday December 31, 2021) |
| January   | 17    | Martin Luther King Jr Day (Monday)                   |
| February  | 21    | President’s Day (Monday)                             |
| May       | 30    | Memorial Day (Monday)                                |
| July      | 4     | Independence Day (Monday)                            |
| September | 5     | Labor Day (Monday)                                   |
| November  | 11    | Veteran’s Day (Friday)                               |
| November  | 24-25 | Thanksgiving Holiday (Thursday/Friday)               |
| December  | 23-26 | Christmas Holiday (Friday/Monday)                    |
| December  | 30-31 | New Year’s Eve (Friday/Monday January 2, 2022)       |

---

# Memorandum

---



To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: January 5, 2022

Subject: **Grant Agreement Extension – Coronavirus Emergency Supplemental Funding for the Courts**

The Michigan State Police has extended the timeframe for which you can spend funds received related to the coronavirus pandemic. In 2020, the Courts received a grant in the amount of \$22,463.26 and to date haven't spent the entire allocated amount. Pat Heins has requested that we amend the original grant agreement to allow for an extension of time until June 30, 2022, to spend the funds, rather than return them to the State of Michigan.

I am supportive of this request.

## Recommendation:

That the Coronavirus Emergency Supplemental Funding Grant Contract, originally authorized on August 11, 2020, be amended to allow for additional time to spend funding received and that the Board Chairperson be authorized to sign.

# CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING (CESF)

## GRANT CONTRACT EXTENSION

### Grant Agreement

hereinafter referred to as the "Agreement"  
between

### Michigan State Police

hereinafter referred to as the "Department"  
and

### County of Benzie - Benzie County Courts

448 Court Place  
Beulah, Michigan 49617

### Federal ID: 38-6004838

hereinafter referred to as the "Contractor"  
for

MSP Project Number: CESF-8-10-0315

**I. Period of Agreement:**

The Agreement period is amended as follows: The Agreement shall commence on **03/01/2020** and continue through **6/30/2022**.

**II. Funding Source and Agreement Amount:**

The Agreement amount remains **\$22,463.26**, including federal funds and required local match.

**III. Contractor Signature:**

The Authorized Official's signature below represents the Contractor's legal acceptance of this amendment to the original contract for **CESF-8-10-0315**.

|  |  |
|--|--|
| Contractor Name of Authorized Official<br>Bob Roelofs          | Title of Authorized Official<br>Chairman, Benzie County Board of Comm. |
| <b>Signature</b>   | <b>Date</b>  |
| Department Name of Authorized Official<br>Nancy Becker Bennett | Title of Authorized Official<br>Division Director                      |
| Signature  | Date   |

# Commissioner Reports

---



# County Administrator Report

---

---

# Memorandum

---



To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: January 5, 2022

Subject: **Administration Update**

## **Capital Budget**

It was requested at the October 26<sup>th</sup> meeting, that a running total be given of the capital expenditures approved by the board for this current fiscal year. With the 2021/2022 budget approval, a total of \$390,000 was budgeted in the 401 General Fund Capital Budget. The corresponding capital plan accounted for \$297,500 in General Fund capital expenditures and an additional \$68,495 in jail expenditures.

As of January 5<sup>th</sup>, the Board has approved a total of \$195,864 in expenditures. This has included the BS&A Timesheet upgrade, stairwell tread and riser replacement (amended amount), HVAC upgrades in the jail, blind purchase, and the approval of two vehicles for Sheriff's Department operational use.

We are still waiting on a quote regarding the onboarding of department onto the generator.

## **Technology**

Administration is still working through some internet bandwidth issues with IT Right. As discussed before, we are utilizing more internet than allowed in our agreement and are experiencing overages. My office is also working with IT Right to identify devices needing replacement, including multiple servers.

## **Broadband Survey**

We have obtained over 1200 unique responses to the internet survey! As we approach the end of the survey, Merit will be working to analyze the data and give the Board a report in mid-February.

## **FOIA Appeal**

We have communicated with Mr. Meredith regarding his appeal. For commissioners who may like to see the response letter, please let me know.

## **Mail Changes**

The mail room is now in use on the first floor of the Governmental Center. This new system seems to be going well. We are still waiting on new mailboxes, but the old ones have been working in the meantime.

Administration will now be sorting the mail going forward for the County. Laura in my office has set up a PO Box and all items will be sorted there at the post office. The Treasurer's Office will serve as backup for mail sorting if for some reason our office cannot perform the duty on a given day.

## **ARPA Funding**

Please be prepared to have a discussion at the second meeting in January, Committee of the Whole.

## **Animal Control**

Director Kyle Maurer has indicated that a local company has serviced the well and other mechanisms for water. The water pressure has increased at the shelter but is still not satisfactory. The cleaning of the well system is a temporary fix, but we will need to plan for a long-term solution at Animal Control. We have been informed that hooking up to village water is an avenue we will have to plan for because the existing well system is not a long-term option.

## **Benzie County Millage Requests**

There are multiple millages expiring after this year, including TNT, School Resource and Emergency Services. We also plan to ask for a millage for the Animal Control department. I have met with departments heads and have made a request to legal to prepare draft language for each millage. Tentatively, we will start this discussion on January 25<sup>th</sup>, Committee of the Whole. In summary, two millage requests would be a renewal and restore and two would be a requested increase.

There are two additional millage requests for the 2022 election cycle from the Conservation District and the Maples. I have reached out to both entities and asked them to bring their requests to me with justification for a future agenda.

Please let me know if there are any questions.

Thank you!

# Committee Of The Whole

---

# Committee Appointments

---

**APPOINTMENT TO BOARD, COMMISSIONS AND AGENCIES**

**APPLICATION**

DATE: 12-30-2021

Name: **Thor Goff**

Address (including PO Box): **7591 Crystal Drive Beulah Mi 49617**

County District: **District 1** \_\_\_\_\_ Home Telephone: **\_(231)882 - 9373**

Occupation: \_\_\_\_\_ **Retired** Business Telephone: **231 620 1044**

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

**1. EDC/BRA**

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

\_\_\_\_ As co-founder of Euclid Industries, a manufacturing, assembly and packaging co. located In Bay City and Saginaw Mi., and my experience in the devolement of an industrial park, in Bay County, I believe I can be of some value on the EDC/ BRA board.\_\_\_\_

---

---

---

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

*This application with resume' attached must be returned to:*

BENZIE COUNTY CLERK  
448 COURT PLACE  
BEULAH, MI 49617

**RECEIVED**

**JAN 03 2022**

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617



# Eric Gustad

## Community Affairs Manager Oceana, Mason, Manistee Benzie, Leelanau

Eric Gustad is a community affairs manager for Consumers Energy, Michigan's largest energy provider. He proudly serves the Central/Northwest Michigan region, ensuring his friends and neighbors receive the hometown service Consumers Energy aims to provide.

Eric is almost a 9-year veteran of Consumers Energy, and currently works out of the Ludington Service Center. Previously, he spent 11+ years working for the Little River Band of Ottawa Indians managing their training, education and leadership development programs. He also served six years for the City of Manistee Planning Commission and three years as a City Council Member. Currently he is a sitting County Commissioner for the 4<sup>th</sup> district in Manistee County.

In the community, Eric serves on 3 different regional economic development boards. He also serves on 2 chamber boards and three boards for charitable organizations. Eric has a strong passion for volunteering and giving back to the communities he serves.

He has a bachelor's degree in business management from Ferris State University. Eric is also a proud graduate of Manistee High School, class of 1987.

He is the youngest of 5 children and currently lives in Manistee with much of his family.



# Correspondence

ROBERT ROSA, CHAIRMAN  
JAMES BOWERS, VICE CHAIR  
TED MICK, MEMBER  
MATT SKEELS, ENG/MGR



11318 MAIN STREET  
P. O. BOX 68  
HONOR, MI 49640-0068

(231) 325-3051  
(231) 325-2767 FAX

## **Your Local Road Professionals**

January 15, 2021

Dear Benzie County Residents:

The support of the taxpayers, as well as the skill and dedication of our employees, has enabled the Road Commission to continue providing excellent service residents have come to expect. Without the voted road millage, the operations of the Road Commission would be severely impacted. This millage is a big part of our operating budget and is used to provide night-time snowplowing on our primary roads during the winter with the remainder earmarked for funding various township requested paving projects. In this we are grateful for the continued support expressed by the County taxpayers.

The Board takes its fiduciary responsibilities seriously. A significant part of the Road Commission's revenue is derived from the Michigan Transportation Fund, which is an allocation of the State vehicle gas and diesel fuel taxes and vehicle registration fees. While a new highway funding program was recently implemented, we continue to face rising asphalt, diesel fuel, and labor costs partly related to the impact of COVID. Even with the new funding, it will be many years before we can overcome the years of inadequate funding at the State level. We continue to use seasonal and on-call employees during the winter months to compensate so that we can continue providing the same level of snowplowing service our residents have come to expect.

Attached to this letter are several reports detailing how our revenues were spent this past year. Even with cost-sharing provided by townships and from other sources, the Road Commission emphasizes spending our limited resources wisely and equitably in the best interests of our residents.

Earlier this winter, an independent audit was conducted of our 2021 financial records resulting in a clean opinion. Complete financial results can be found on our web site at [www.benziecrc.org](http://www.benziecrc.org). Also, visit us on Facebook too! Please feel free to contact us if you have any questions about our operations.

Bob Rosa

Jim Bowers

Ted Mick

**BENZIE COUNTY ROAD COMMISSION**  
**For the Year Ended 9-30-21**  
**Actual Revenues and Expenditures for the Year**

**REVENUES**

|                              | <b>YE 2021</b>      |
|------------------------------|---------------------|
| <u>Transportation Funds</u>  |                     |
| Engineering                  | 10,000.00           |
| Primary Roads                | 2,936,835.13        |
| Local Roads                  | 1,614,638.33        |
| Snow Removal funds           | 241,071.59          |
| Forest Road funds            | 43,381.33           |
| State Trunkline Maintenance  | 855,651.52          |
| State Misc: TWA projects     | 150,109.07          |
| State trunkline audit        | 184,975.00          |
| Federal Aid                  | 274,689.64          |
| CRA/GTB Contributions        | 257,700.83          |
| Township Contributions       | 326,253.32          |
| Private/Misc Contributions   | 140.52              |
| Millage proceeds             | 1,164,706.84        |
| Salvage Sales                | 5,631.55            |
| Permits & Fees               | 54,324.61           |
| G/L on Disposal of equipment | 5,605.51            |
| Interest income/Bank fees    | 2,568.48            |
| <b>Total Revenues:</b>       | <b>8,128,283.27</b> |

Fringe benefits are allocated to primary and local road expenditures, equipment expense, shop supplies and inventory accounts at year-end.

**EXPENDITURES**

|                                    | <b>YE 2021</b>      |                                       |
|------------------------------------|---------------------|---------------------------------------|
| <u>Primary Road</u>                |                     |                                       |
| Paving Projects                    | 1,167,567.35        | (See schedule)                        |
| Routine maintenance                | 1,314,797.41        | (See schedule)                        |
| <u>Local Road</u>                  |                     |                                       |
| Paving projects                    | 735,946.98          | (See schedule)                        |
| Routine maintenance                | 2,080,904.64        | (See schedule)                        |
| State Trunkline Maintenance        | 855,651.52          | (See schedule)                        |
| State Misc: MDOT project           | 150,109.07          |                                       |
| Capital Outlay                     | 225,597.29          |                                       |
| Equipment Expense - Net            | 488,433.06          | (Calculation below)<br>See note below |
| Net Administrative Expense         | 462,704.26          |                                       |
| Lease principle pmts               | 36,315.24           |                                       |
| Lease interest Expense             | 9,501.12            |                                       |
| <b>Total Expenditures:</b>         | <b>7,527,527.94</b> |                                       |
| <b>Net increase: fund balance:</b> | <b>600,755.33</b>   |                                       |

**Equipment Expense-Net**

|                          |                |
|--------------------------|----------------|
| Truck/Equipment expenses | 1,478,125.61   |
| Shop supplies & overhead | 349,165.79     |
| Equipment fuel           | 199,317.81     |
| subtotal                 | 2,026,609.21   |
| Less: Rental revenue     | (1,538,176.15) |
| Equipment Expense-Net    | 488,433.06     |

**Year ended 9/30/21**

| 2022            |               |               |               |                   |                |                   |                           |                 |
|-----------------|---------------|---------------|---------------|-------------------|----------------|-------------------|---------------------------|-----------------|
| Surface         | Shoulder      | Guardrail     | Tree Removal  | Drainage          | Mowing         | Sign Maintenance  | Highway Painting          |                 |
| \$ 89,905.72    | \$ 161,738.96 | \$ 20,626.90  | \$ 192,802.14 | \$ 66,457.43      | \$ 50,068.41   | \$ 56,945.55      | \$ 56,967.96              |                 |
|                 |               |               |               |                   |                |                   |                           |                 |
|                 |               |               |               |                   |                |                   |                           |                 |
|                 |               |               |               |                   |                |                   |                           |                 |
| Street Sweeping | Supervision   | Snow Removal  | Crack Filling | Road side Cleanup | Traffic Counts | Bridge Inspection | Winter-Night Snow Removal | Grand Totals    |
| \$ 6,135.87     | \$ 147,656.53 | \$ 282,243.40 | \$ 37,256.95  | \$ 1,291.19       | \$ 2,851.33    | \$ 1,434.28       | \$ 140,414.79             | \$ 1,314,797.41 |

**Benzie County Road Commission  
Township Local Road Maintenance - 2021**

Year ended 9/30/21

| Township     | Dust<br>Control/brine | Crack Fill/<br>Guardrail | Surface<br>Maintenance | Shoulder<br>Maintenance | Tree<br>Work  | Drainage      | Mowing       | Roadside<br>Roadside<br>Cleanup |
|--------------|-----------------------|--------------------------|------------------------|-------------------------|---------------|---------------|--------------|---------------------------------|
| Almira       | 20,546.95             |                          | 99,997.87              | 11,110.03               | 106,080.82    | 5,970.90      | 1,469.85     |                                 |
| Inland       | 8,311.69              |                          | 64,463.97              | 8,348.37                | 57,790.32     | 4,607.56      | 2,816.34     | 33.75                           |
| Colfax       | 11,554.81             |                          | 55,762.39              | 15,057.22               | 56,043.85     | 6,310.89      | 5,033.72     |                                 |
| Weldon       | 18,255.98             |                          | 52,448.52              | 2,654.96                | 63,340.82     | 19,467.49     | 1,789.65     |                                 |
| Homestead    | 26,776.07             | 53.86                    | 109,385.21             | 23,319.22               | 20,411.25     | 44,007.28     | 6,275.22     |                                 |
| Platte       | 12,378.20             |                          | 83,545.33              | 6,109.49                | 36,849.15     | 1,676.85      | 753.31       |                                 |
| Lake         | 4,178.86              |                          | 21,703.82              | 5,855.40                | 16,866.87     | 11,593.35     | 1,738.46     |                                 |
| Benzonia     | 14,957.32             | 4,218.23                 | 62,662.91              | 24,089.93               | 105,227.77    | 33,999.31     | 9,292.16     | 64.95                           |
| Joyfield     | 8,801.10              | 3,205.29                 | 29,025.51              | 4,672.60                | 6,217.10      | 4,547.73      | 2,665.93     |                                 |
| Blaine       | 858.47                |                          | 15,895.98              | 5,306.60                | 25,718.46     | 3,140.99      | 1,838.42     |                                 |
| Gilmore      | 1,032.85              |                          | 7,639.35               |                         | 1,085.63      | 2,420.26      | 1,388.37     |                                 |
| Crystal Lake | 2,381.02              | 16,036.39                | 11,891.31              | 8,833.92                | 21,764.54     | 1,232.65      | 3,627.59     | 64.39                           |
| Totals       | \$ 130,033.32         | \$ 23,513.77             | \$ 614,422.17          | \$ 115,357.74           | \$ 517,396.58 | \$ 138,975.26 | \$ 38,689.02 | \$ 163.09                       |

| (Continued)  | Street<br>Sweeping | Bridge<br>Repair | Snow<br>Removal | Other<br>Winter | Traffic sign<br>Control | Supervisory   | Traffic<br>Count | Grand<br>Totals        | Miles of<br>Local<br>Roads |
|--------------|--------------------|------------------|-----------------|-----------------|-------------------------|---------------|------------------|------------------------|----------------------------|
| Almira       | 1,094.76           | 258.3            | 51,488.97       | \$ 4,457.78     | 1,413.33                | 26,446.57     | 350.09           | \$ 330,686.22          | 63.00                      |
| Inland       | 599.30             | 1,020.97         | 28,079.13       | \$ 1,248.40     | 602.52                  | 18,764.73     | 233.40           | \$ 196,920.45          | 51.82                      |
| Colfax       | 257.21             | 2,399.27         | 24,574.68       | \$ 1,357.30     | 1,015.93                | 10,775.73     | 567.67           | \$ 190,710.67          | 40.44                      |
| Weldon       | 83.01              | 612.58           | 20,794.73       | \$ 1,608.74     | 68.82                   | 9,958.69      |                  | \$ 191,083.99          | 51.43                      |
| Homestead    | 1,041.92           | 612.58           | 46,583.29       | \$ 1,794.70     | 896.48                  | 15,971.50     |                  | \$ 297,128.58          | 47.88                      |
| Platte       | 83.01              | 204.19           | 16,523.40       | \$ 1,214.65     | 9,137.80                | 11,809.48     | 457.65           | \$ 180,742.51          | 47.24                      |
| Lake         |                    |                  | 14,399.47       | \$ 672.40       | 383.95                  | 9,515.21      | 241.51           | \$ 87,149.30           | 26.49                      |
| Benzonia     | 2,033.24           |                  | 36,565.00       | \$ 2,353.51     | 1,126.55                | 16,004.31     | 80.50            | \$ 312,675.69          | 42.37                      |
| Joyfield     |                    |                  | 16,787.98       | \$ 1,118.86     | 406.55                  | 6,045.55      | 189.29           | \$ 83,683.49           | 26.33                      |
| Blaine       | 262.64             |                  | 19,501.44       | \$ 876.51       | 1,259.78                | 5,640.73      | 676.66           | \$ 80,976.68           | 20.00                      |
| Gilmore      | 475.64             |                  | 8,508.80        | \$ 180.56       | 1,139.05                | 5,140.62      |                  | \$ 29,011.13           | 8.68                       |
| Crystal Lake | 1,142.70           |                  | 20,738.84       | \$ 1,254.99     | 1,555.93                | 9,611.66      |                  | \$ 100,135.93          | 22.18                      |
| Totals       | \$ 7,073.43        | \$ 5,107.89      | \$ 304,545.73   | \$ 18,138.40    | \$ 19,006.69            | \$ 145,684.78 | \$ 2,796.77      | \$ <u>2,080,904.64</u> | 447.86                     |

\* Includes employee health, life and dental insurances, retirement, holiday, vacation, sick pay and payroll taxes.

\*\* Includes general road expenses used to support road maintenance.

**Benzie County Road Commission  
Primary Road-Paving Projects for 2021**

9-30-21

| <u>PROJECT</u>                          | <u>Primary<br/>Rd #</u> | <u>Labor &amp;<br/>Fringes</u> | <u>Equipment</u> | <u>Gravel &amp;<br/>Overhead</u> | <u>Outside Contractors</u> |                 |                     | <u>Total<br/>Cost</u>      | <u>Work<br/>Performed</u> | <u>Miles<br/>Improved</u> | <u>Local/BIA<br/>or Federal<br/>Sources</u> |
|---|-------------------------|--------------------------------|------------------|----------------------------------|----------------------------|-----------------|---------------------|----------------------------|---------------------------|---------------------------|---|
|   |                         |                                |                  |                                  | <u>Engineering</u>         | <u>Other</u>    | <u>Paving</u>       |                            |                           |                           |   |
| Mick Road - US-31 to Crawford Road      | 604                     | 2,211.46                       | 1,919.97         | 3,504.96                         | 0.00                       |                 | 125,229.87          | <b>132,866.26</b>          | Resurface                 | 1.39                      | Millage                                     |
| Cinder Road - CR 669 to Bendon Rd       | 608                     | 5,650.62                       | 2,512.69         | 7,707.31                         | 830.00                     | 2,374.81        | 357,978.01          | <b>377,053.44</b>          |                           | 5.07                      | Millage                                     |
| River Road - Benzonia Village to bridge | 608                     | 0.00                           | 0.00             | 6,195.00                         | 20,783.00                  |                 | 274,689.64          | <b>301,667.64</b>          | Resurface                 | 0.67                      | Fed Aid                                     |
| Esch Road - FLAP grant                  | 610                     | 0.00                           | 0.00             | 238.49                           | 11,375.00                  |                 | 0.00                | <b>11,613.49</b>           | Reconstruct               | 0.41                      | FLAP/Fed Aid                                |
| Bendon Road - US 31 to Rhodes Rd        | 665                     | 155.31                         | 144.13           | 2,992.86                         | 0.00                       | 580.50          | 141,865.40          | <b>145,738.20</b>          | Resurface                 | 1.83                      | General Fund                                |
| Reynolds Road - US-31 to Fewins         | 667                     | 2,855.54                       | 2,648.42         | 3,430.81                         | 0.00                       |                 | 97,141.51           | <b>106,076.28</b>          | Resurface                 | 1.11                      | General Fund                                |
| Pioneer/King curve realignment          | 677                     | 0.00                           | 0.00             | 36.48                            | 1 740.00                   |                 | 0.00                | <b>1,776.48</b>            | Safety                    | 0.39                      | Federal                                     |
| Airport Road - Twp Hall to new pavmt    | 687                     | 3,788.07                       | 3,491.33         | 3,861.91                         | 0.00                       |                 | 79,634.25           | <b>90,775.56</b>           | Resurface                 | 1.13                      | Twp funded                                  |
| <b>TOTALS</b>                           |                         | <b>14,661.00</b>               | <b>10,716.54</b> | <b>27,967.82</b>                 | <b>34,728.00</b>           | <b>2,955.31</b> | <b>1,076,538.68</b> | <b><u>1,167,567.35</u></b> |                           | <b>12.00</b>              |   |

Summary:

|              |                            |                     |
|--------------|----------------------------|---------------------|
| Safety       | 1,776.48                   | 0.39                |
| Reconstruct  | 11,613.49                  | 0.41                |
| Resurface    | 1,154,177.38               | 11.20               |
| Other        | -                          | -                   |
| Intersection | -                          | -                   |
|              | <b><u>1,167,567.35</u></b> | <b><u>12.00</u></b> |

**Benzie County Road Commission  
Local Road-Paving Projects for 2021**

9-30-21

| PROJECT                         | Twp          | Labor &   |           | Supplies/<br>Overhead | Outside services |           |               |            | Total<br>Cost | Work<br>Performed | Miles<br>Improved | Local/BIA<br>or Federal<br>Sources |
|---------------------------------|--------------|-----------|-----------|-----------------------|------------------|-----------|---------------|------------|---------------|-------------------|-------------------|------------------------------------|
|                                 |              | Fringes   | Equipment |                       | Engineering      | Culvert   | Misc supplies | Paving     |               |                   |                   |                                    |
| Fowler/Green Briar              | Almira       | 3,862.40  | 3,351.45  | 3,776.89              |                  |           |               | 95,395.42  | 106,386.16    | Resurface         | 1.46              | Millage                            |
| Samara Trail cul-de-sac         | Almira       | 706.24    | 572.14    | 668.46                |                  |           |               | 18,220.80  | 20,167.64     | Resurface         | 0.21              | Twp funded                         |
| Total Almira Township:          |              |           |           |                       |                  |           |               |            | 126,553.80    |                   |                   |                                    |
| Virginia Circle                 | Inland       | 2,058.51  | 1,687.37  | 1,750.72              |                  |           |               | 47,390.08  | 52,886.68     | Resurface         | 0.60              | Twp funded                         |
| Carmean/Kinney culvert          | Inland       | 14,279.15 | 2,837.09  | 923.22                | 3,264.16         | 14,250.00 | 3,972.43      |            | 39,526.05     | Culvert           | -                 | CRA                                |
| Carmena/Brundage culvert        | Inland       | 3,759.89  | 1,846.03  | 637.24                | 295.60           | 2,145.00  | 1,200.53      |            | 9,884.29      | Culvert           | -                 | CRA                                |
| Stanley/Brundage culvert        | Inland       | 6,606.18  | 3,972.87  | 1,038.69              | 338.10           | 2,145.00  | 1,200.53      |            | 15,301.37     | Culvert           | -                 | CRA                                |
| Total Inland Township:          |              |           |           |                       |                  |           |               |            | 117,598.39    |                   |                   |                                    |
| Weldon Road culvert             | Homestead    | 27,546.18 | 10,563.23 | 2,462.27              | 3,805.40         |           | 4,565.12      |            | 48,942.20     | Culvert           | -                 |                                    |
| Saffron Road culvert            | Platte       | 21,609.18 | 6,323.73  | 3,612.87              | 7,537.88         | 72,000.00 | 7,001.96      |            | 118,085.62    | Culvert           | -                 | CRA                                |
| Skinner Road culvert            | Platte       | 414.15    | 375.05    | 16.55                 |                  |           |               |            | 805.75        | Culvert           | -                 | CRA                                |
| Total Platte Township:          |              |           |           |                       |                  |           |               |            | 118,891.37    |                   |                   |                                    |
| Spruce Street                   | Lake         | 756.65    | 161.02    | 349.75                |                  |           |               | 5,553.00   | 6,820.42      | Resurface         | 0.07              | Twp funded                         |
| Ash Avenue                      | Lake         | 733.59    | 659.32    | 509.58                |                  |           |               | 17,437.28  | 19,339.77     | Resurface         | 0.23              | Twp funded                         |
| Total Lake Township:            |              |           |           |                       |                  |           |               |            | 26,160.19     |                   |                   |                                    |
| Moss Road                       | Benzonia     | 6,743.30  | 3,708.05  | 2,806.67              |                  | 1,902.50  |               | 58,312.32  | 73,472.84     | Resurface         | 0.93              | Millage                            |
| Worden Road                     | Benzonia     | 5,458.04  | 3,588.08  | 3,631.58              |                  | 1,308.40  |               | 102,315.60 | 116,301.70    | Resurface         | 1.26              | Millage                            |
| Pond Road                       | Benzonia     | 1,868.69  | 1,732.47  | 2,115.56              |                  |           |               | 65,461.00  | 71,177.72     | Resurface         | 0.94              | Millage                            |
| Love Road                       | Benzonia     |           |           | 240.93                | 11,491.12        |           |               |            | 11,732.05     | Reconstruct       | 1.00              | Millage                            |
| Total Benzonia Township:        |              |           |           |                       |                  |           |               |            | 272,684.31    |                   |                   |                                    |
| Sunset Drive - Crystal Lake Twp | Crystal Lake | 978.55    | 574.73    | 790.96                |                  |           |               | 22,772.48  | 25,116.72     | Resurface         | 0.26              | Twp funded                         |
| <b>TOTALS</b>                   |              | 97,380.70 | 41,952.63 | 25,331.94             | 26,732.26        | 93,750.90 | 17,940.57     | 432,857.98 | 735,946.98    |                   | 6.96              | 0.00                               |

Summary:

|             |                      |             |
|-------------|----------------------|-------------|
| Resurface   | 491,669.65           | 5.96        |
| Reconstruct | 11,732.05            | 1.00        |
| Culvert     | 232,545.28           | -           |
|             | <u>\$ 735,946.98</u> | <u>6.96</u> |



**Benzie County Road Commission  
State Trunk-line Activity-2021**

For the year ended September 30, 2021

State Trunkline

|               | <b>Surface</b>      | <b>Shoulder</b>     | <b>Tree<br/>removal</b> | <b>Drainag e</b>    | <b>Roadside</b>    | <b>Mowing</b>       | <b>Guard<br/>rails</b> | <b>Sweeping</b>    | <b>Winter</b>        | <b>Winter<br/>patrol</b> |
|---------------|---------------------|---------------------|-------------------------|---------------------|--------------------|---------------------|------------------------|--------------------|----------------------|--------------------------|
| M-115         | 1,912.96            | 683.16              | 46,554.85               | 6,890.70            | 2,021.06           | 3,646.86            | 435.86                 | 104.11             | 40,233.97            | 3,577.28                 |
| M-22          | 32,656.13           | 44,645.94           | 21,676.12               | 31,899.92           | 2,413.32           | 8,500.03            |                        | 339.68             | 35,698.05            | 4,451.36                 |
| M-31          | 5,722.50            | 9,773.70            | 9,677.57                | 14,906.39           | 4,121.76           | 3,019.19            | 1,509.24               | 1,364.63           | 52,494.49            | 5,195.31                 |
| US-31 Park    |                     |                     |                         |                     |                    |                     |                        |                    |                      |                          |
| M-22 Arcadia  |                     |                     |                         |                     |                    |                     |                        |                    |                      |                          |
| <b>Totals</b> | <b>\$ 40,291.59</b> | <b>\$ 55,102.80</b> | <b>\$ 77,908.54</b>     | <b>\$ 53,697.01</b> | <b>\$ 8,556.14</b> | <b>\$ 15,166.08</b> | <b>\$ 1,945.10</b>     | <b>\$ 1,808.42</b> | <b>\$ 128,426.51</b> | <b>\$ 13,223.95</b>      |

| (Continued)   | <b>Other<br/>Winter</b> | <b>Traffic<br/>signs</b> | <b>Bridge<br/>Maintenance</b> | <b>Park/Scenic<br/>Inspection</b> | <b>Insurance</b>   | <b>Culvert<br/>Drainage</b> | <b>Overhead</b>     | <b>Field<br/>supervision</b> | <b>Benefits</b>      | <b>Totals</b>               |
|---------------|-------------------------|--------------------------|-------------------------------|-----------------------------------|--------------------|-----------------------------|---------------------|------------------------------|----------------------|-----------------------------|
| M-115         | 4,753.20                | 81.60                    |                               |                                   |                    |                             | 18,053.53           | 12,852.38                    | 70,609.02            | <b>\$ 212,410.54</b>        |
| M-22          | 5,889.33                | 1,903.59                 |                               |                                   |                    |                             | 27,412.31           | 15,403.30                    | 99,594.21            | <b>\$ 332,483.29</b>        |
| M-31          | 25,501.69               | 288.08                   |                               |                                   | 5,038.00           |                             | 25,440.34           | 28,427.32                    | 106,308.05           | <b>\$ 298,788.26</b>        |
| US-31 Park    |                         |                          |                               | 4,119.81                          |                    |                             | 581.69              |                              | 2,723.50             | <b>\$ 7,425.00</b>          |
| M-22 Arcadia  |                         |                          |                               | 2,792.08                          |                    |                             | 356.02              |                              | 1,396.33             | <b>\$ 4,544.43</b>          |
| <b>Totals</b> | <b>\$ 36,144.22</b>     | <b>\$ 2,273.27</b>       | <b>\$ -</b>                   | <b>\$ 6,911.89</b>                | <b>\$ 5,038.00</b> | <b>\$ -</b>                 | <b>\$ 71,843.89</b> | <b>\$ 56,683.00</b>          | <b>\$ 280,631.11</b> | <b><u>\$ 855,651.52</u></b> |

# **Benzie Transportation Authority - November 2021 Statement of Activities**

|   | November 2021     |                   | Oct - Nov 2021     |                    | 2022                | Oct 2020          |                   | Oct - Nov 2020     |                    |
|---|-------------------|-------------------|--------------------|--------------------|---------------------|-------------------|-------------------|--------------------|--------------------|
|   | Actual            | Budget            | Actual             | Budget             | Annual Budget       | Actual            | Budget            | Actual             | Budget             |
| <b>Income</b>                           |                   |                   |                    |                    |                     |                   |                   |                    |                    |
| 40100 · Passenger/Contract Fares        | 9,890.47          | 8,500.00          | 24,410.43          | 17,000.00          | 115,000.00          | 3,639.90          | 3,900.00          | 9,519.47           | 9,900.00           |
| 40615 · Advertising Income              | 537.50            | 537.50            | 1,075.00           | 1,075.00           | 13,650.00           | 537.50            | 550.00            | 1,075.00           | 1,100.00           |
| 40710 · Sale of Maintenance Services    | 0.00              | 1,250.00          | 0.00               | 2,500.00           | 15,000.00           | 289.44            | 833.33            | 1,036.45           | 1,666.66           |
| 40760 · Gains from Sale Capital Assets  | 0.00              | 0.00              | 0.00               | 0.00               | 0.00                | 0.00              | 0.00              | 3,704.99           | 0.00               |
| 40800 · Taxes Levied Directly for/by TA | 0.00              | 0.00              | 12.72              | 0.00               | 686,836.21          | 749.17            | 0.00              | 1,034.86           | 0.00               |
| 41101 · State Operating Assistance      | 55,255.00         | 55,255.00         | 110,510.00         | 110,510.00         | 663,061.84          | 57,427.00         | 57,427.00         | 114,854.00         | 114,854.00         |
| 41301 · Section 5311                    | 0.00              | 0.00              | 0.00               | 0.00               | 341,145.54          | 0.00              | 0.00              | 0.00               | 0.00               |
| 41361 · CARES Act                       | 0.00              | 0.00              | 0.00               | 0.00               | 341,145.54          | 0.00              | 0.00              | 0.00               | 0.00               |
| 41398 · RTAP                            | 0.00              | 1,000.00          | 214.65             | 1,250.00           | 5,500.00            | 0.00              | 0.00              | 0.00               | 0.00               |
| 41400 · Interest Income/Other Revenue   | 98.30             | 83.33             | 218.40             | 166.66             | 1,000.00            | 39.90             | 100.00            | 53.66              | 200.00             |
| <b>Total Income</b>                     | <b>65,781.27</b>  | <b>66,625.83</b>  | <b>136,441.20</b>  | <b>132,501.66</b>  | <b>2,182,339.13</b> | <b>62,682.91</b>  | <b>62,810.33</b>  | <b>131,278.43</b>  | <b>127,720.66</b>  |
| <b>Expense</b>                          |                   |                   |                    |                    |                     |                   |                   |                    |                    |
| 50101 · Salaries and Wages              | 89,203.01         | 92,000.00         | 182,864.89         | 184,000.00         | 1,089,130.00        | 69,143.99         | 70,000.00         | 152,672.95         | 153,000.00         |
| 50209 · 457 Co-Match and Non-Match      | 3,200.00          | 3,360.00          | 6,560.00           | 6,720.00           | 43,680.00           | 1,600.00          | 1,600.00          | 3,200.00           | 3,200.00           |
| 50200 · Fringe Benefits                 | 28,546.38         | 28,000.00         | 52,406.97          | 50,000.00          | 339,773.00          | 28,720.25         | 29,000.00         | 48,905.84          | 49,500.00          |
| 50310 · Board Compensation              | 320.00            | 320.00            | 640.00             | 320.00             | 3,120.00            | 40.00             | 0.00              | 160.00             | 160.00             |
| 50399 · Service Expense                 | 7,276.80          | 7,200.00          | 20,243.52          | 20,700.00          | 91,770.00           | 2,208.34          | 2,300.00          | 3,814.80           | 3,900.00           |
| 50401 · Fuel and Lubricants             | 11,404.84         | 10,000.00         | 23,471.45          | 20,000.00          | 120,000.00          | 4,478.35          | 4,500.00          | 11,452.98          | 11,500.00          |
| 50402 · Tires and Tubes                 | 635.03            | 0.00              | 635.03             | 0.00               | 12,500.00           | 0.00              | 0.00              | 0.00               | 0.00               |
| 50404 · Major Purchase                  | 0.00              | 0.00              | 0.00               | 0.00               | 3,500.00            | 0.00              | 0.00              | 0.00               | 0.00               |
| 50405 · Office Supplies                 | 350.11            | 716.67            | 1,212.42           | 1,433.34           | 8,600.00            | 337.90            | 350.00            | 521.50             | 550.00             |
| 50406 · Parts Revenue Vehicles          | 1,469.26          | 2,083.33          | 2,957.74           | 4,166.66           | 25,000.00           | 1,659.68          | 2,100.00          | 2,932.51           | 2,900.00           |
| 50407 · Parts for Non Revenue Vehicles  | 0.00              | 83.33             | 0.00               | 166.66             | 1,000.00            | 0.00              | 80.00             | 0.00               | 160.00             |
| 50499 · Materials and Supplies          | 1,664.06          | 2,591.67          | 2,774.88           | 5,183.34           | 31,100.00           | 1,784.59          | 1,800.00          | 5,096.13           | 5,200.00           |
| 50500 · Utilities                       | 3,426.40          | 3,700.00          | 6,481.50           | 6,900.00           | 50,880.00           | 3,624.06          | 3,700.00          | 7,003.55           | 7,100.00           |
| 50603 · Insurance                       | 0.00              | 0.00              | 0.00               | 0.00               | 51,800.00           | 0.00              | 0.00              | 0.00               | 0.00               |
| 50700 · Taxes and Fees                  | 196.39            | 100.00            | 199.39             | 100.00             | 1,900.00            | 6.00              | 100.00            | 144.00             | 245.00             |
| 50902 · Travel, Meetings & Training     | 345.99            | 833.33            | 426.03             | 1,666.66           | 10,000.00           | 342.75            | 350.00            | 450.85             | 350.00             |
| 50903 · Association Dues and Subscript  | 4.90              | 100.00            | 1,832.80           | 2,000.00           | 6,000.00            | 28.89             | 30.00             | 1,931.77           | 1,930.00           |
| 57402 · Ineligible RTAP                 | 850.34            | 1,000.00          | 1,380.45           | 1,250.00           | 5,500.00            | 0.00              | 0.00              | 0.00               | 0.00               |
| <b>Total Expense</b>                    | <b>148,893.51</b> | <b>152,088.33</b> | <b>304,087.07</b>  | <b>304,606.66</b>  | <b>1,895,253.00</b> | <b>113,974.80</b> | <b>115,910.00</b> | <b>238,286.88</b>  | <b>239,695.00</b>  |
| <b>Net Profit or Loss</b>               | <b>-83,112.24</b> | <b>-85,462.50</b> | <b>-167,645.87</b> | <b>-172,105.00</b> | <b>287,086.13</b>   | <b>-51,291.89</b> | <b>-53,099.67</b> | <b>-107,008.45</b> | <b>-111,974.34</b> |

Reconciled balances as of October 31, 2021

|                                     |                     |
|-------------------------------------|---------------------|
| Honor Bank Checking                 | \$3,036.27          |
| Honor Bank - Savings                | \$526,946.01        |
| Honor Bank - Money Mkt.             | \$100,832.37        |
| MichiganClass-liquid asset security | \$0.00              |
| <b>Total</b>                        | <b>\$627,778.38</b> |

**RECEIVED**

DEC 22 2021

DAWN OLNEY  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

12/11/2021

## Dawn Olney

---

**From:** Passmore, Marilyn J <marilyn.passmore@charter.com>  
**Sent:** Wednesday, January 5, 2022 1:20 PM  
**To:** Dawn Olney; Bob Roelofs; Katelyn Zeits  
**Cc:** Passmore, Marilyn J  
**Subject:** RE: Charter Spectrum Broadband - Benzie Co - RDOF update 1/5/22

Dawn Olney, Benzie County Clerk  
Bob Roelofs, Chair-Benzie County Board of Commissioners  
Katie Zeits, Benzie County Administrator

Good afternoon and Happy New Year!

As you are aware, Charter Communications, dba Spectrum, was awarded funding through the [Rural Digital Opportunity Fund \(RDOF\)](#) to expand its broadband footprint to unserved homes and small businesses in Benzie County.

- As we have discussed, this build will provide a fiber to the premise connection to each location in our build area, and thus, requires both aerial and underground construction.

I want to share an exciting update with you: our contractors and construction team have been working diligently to complete portions of our build in your County.

Recent work has been focused on the roads that are listed below - **we anticipate service being available within the next several weeks.**

This particular build involves 24 miles of new construction bringing our services to an additional 256 addresses. As those addresses are integrated to our billing system and marked serviceable, marketing and sales contact will begin.

| State | OLT   | STREET NAME     | County |
|-------|-------|-----------------|--------|
| MI    | TR05E | MAPLE CITY HWY  | BENZIE |
| MI    | TR05E | FOWLER RD       | BENZIE |
| MI    | TR05E | RAYLE RD        | BENZIE |
| MI    | TR05E | SPEAR RD        | BENZIE |
| MI    | TR05E | ALMIRA RD       | BENZIE |
| MI    | TR05E | Maple City Hwy  | BENZIE |
| MI    | TR05E | WHITETAIL WOODS | BENZIE |
| MI    | TR05E | PRATT RD        | BENZIE |
| MI    | TR05E | FEWINS RD       | BENZIE |
| MI    | TR05E | Clarks Mill Rd  | BENZIE |
| MI    | TR05E | Bowers Rd       | BENZIE |
| MI    | TR05E | HOOKER RD       | BENZIE |
| MI    | TR12E | Brooks Lake Rd  | BENZIE |
| MI    | TR12E | CLARA LN        | BENZIE |
| MI    | TR12E | CLAWSON DR      | BENZIE |
| MI    | TR12E | E POINT DR      | BENZIE |
| MI    | TR12E | FOWLER RD       | BENZIE |
| MI    | TR12E | Glen Heirs Rd   | BENZIE |
| MI    | TR12E | GRAY HEIRS RD   | BENZIE |
| MI    | TR12E | HUNT CLUB RD    | BENZIE |

|    |       |                  |        |
|----|-------|------------------|--------|
| MI | TR12E | HUNT CLUB RD W   | BENZIE |
| MI | TR12E | LAKE ST          | BENZIE |
| MI | TR12E | LUCILLE DR       | BENZIE |
| MI | TR12E | MAPLE CITY HWY   | BENZIE |
| MI | TR12E | NEEDMORE RD      | BENZIE |
| MI | TR12E | PEARL LAKE CT    | BENZIE |
| MI | TR12E | PEARL LAKE DR    | BENZIE |
| MI | TR12E | PEARL LAKE RD    | BENZIE |
| MI | TR12E | PETTENGILL RD    | BENZIE |
| MI | TR12E | Rayle Rd         | BENZIE |
| MI | TR12E | S BROOKS LAKE RD | BENZIE |
| MI | TR12E | SWEETLAKE RD     | BENZIE |
| MI | TR12E | W POINT DR       | BENZIE |
| MI | TR12E | W POINT RD       | BENZIE |
| MI | TR12E | Wagner Rd        | BENZIE |

Additionally, you will continue to see our crews working in Leelanau county throughout the year and I will provide updates like this where I can; should you have questions or concerns about the work our team is doing, please contact me at (616) 607-2377.

We are excited to be in your community and look forward to working with you as we move forward. More information at <https://www.spectrum.com/cp/build>

All the best!  
Marilyn



**Marilyn Passmore** | Director, State Government Affairs

*RDOF – Michigan & Indiana*

Charter Communications

4670 East Fulton, Suite 102 | Ada, MI 49301

Ph: 616.607.2377 | Fax: 616.975-1107

E: [marilyn.passmore@charter.com](mailto:marilyn.passmore@charter.com)

**Learn more about Charter Policy** - <https://policy.charter.com/> | **@CharterGov** | [Facebook.com/CharterGov](https://www.facebook.com/CharterGov)

**E-MAIL CONFIDENTIALITY NOTICE:** The contents of this e-mail message and any attachments are intended solely for the addressee(s) and may contain confidential and/or legally privileged information. If you are not the intended recipient of this message or if this message has been addressed to you in error, please immediately alert the sender by reply e-mail and then delete this message and any attachments. If you are not the intended recipient, you are notified that any use, dissemination, distribution, copying, or storage of this message or any attachment is strictly prohibited.



**From:** Passmore, Marilyn J  
**Sent:** Tuesday, August 10, 2021 4:59 PM  
**To:** Dawn Olney <DOlney@benzieco.net>  
**Cc:** Bob Roelofs <BRoelofs@benzieco.net>  
**Subject:** RE: Charter Spectrum Broadband - Benzie Co - County Mtg opportunity?

Dawn Olney, CCO, MCCO

**Benzie County Clerk**

448 Court Place  
Beulah, MI 49617  
231-882-9671 Ext. 411

Bob Roelofs-R

**Chair - Benzie County Board of Commissioners**

231-645-1187 :: [broelofs@benzieco.net](mailto:broelofs@benzieco.net)

[https://www.benzieco.net/government/county\\_commissioners/index.php](https://www.benzieco.net/government/county_commissioners/index.php)

Good afternoon and thank you both for the very warm welcome today ~ as promised attached and below is information I touched on today and may be shared with the Board of Commissioners.

**ABOUT CHARTER**

- About Charter in Michigan: <https://policy.charter.com/sites/default/files/2021-03/charter-2021-state-fact-sheet-michigan.pdf>

**ABOUT THE FCC RDOF AUCTION** <https://www.fcc.gov/auction/904/factsheet>

- Charter RDOF Press Release: <https://policy.charter.com/blog/charter-announces-5-billion-initiative-to-connect-unserved-americans> (also attached in PDF).
  - More information at [www.spectrumruralexansion.com](http://www.spectrumruralexansion.com)

**FCC EMERGENCY BROADBAND BENEFIT**

- Charter Emergency Broadband Benefit Participation: <https://policy.charter.com/Charter-Announces-Participation-Emergency-Broadband-Benefit-Program> **(Also attached in PDF)**
  - Information on the FCC Emergency Broadband Benefit and list of Michigan providers taking part <https://www.fcc.gov/emergency-broadband-benefit-providers#Michigan>

**OTHER CHARTER PROGRAMS**

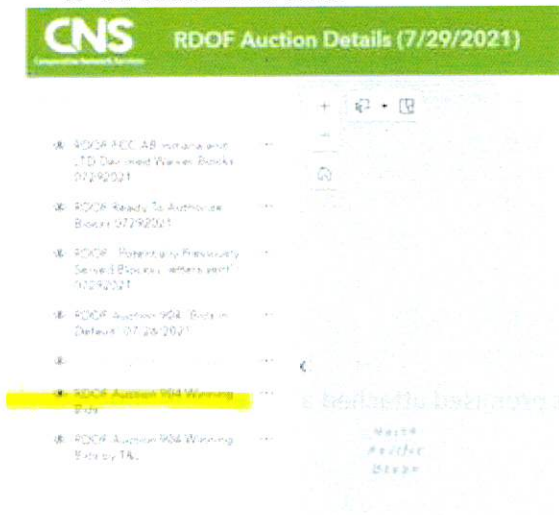
- Charter's Spectrum Internet Assist program: 30Mbps for \$17.99 / month - <https://www.spectrum.com/internet/spectrum-internet-assist> **(also attached in PDF)**
- Charter commits \$1 million for digital education: <https://corporate.charter.com/newsroom/charter-commits-1-million-to-2021-spectrum-digital-education-program>
- Charter's \$18 minimum starting wage: <https://corporate.charter.com/newsroom/charter-communications-reaches-18-milestone-on-path-to-20-minimum-starting-wage-in-2022>
- Charter's Stay Connected K-12 program: <https://enterprise.spectrum.com/services/industries/k-12/stay-connected.html>
- Recent article about Community Solutions offer (internet for bulk housing) <https://www.cleveland.com/news/2021/03/cmha-partners-with-charter-communications-to-provide-spectrum-internet-to-residents-in-19-properties.html?outputType=amp>

## OTHER LINKS

You can find an interactive public map of **All FCC RDOF Winners** at

<https://experience.arcgis.com/experience/0b324cabf7b94d9ca34caa9361122d94/>

- This will open to a map of the USA, be sure to select "RDOF Auction 904 Winning Bids" on Left side, then Zoom in to MI to see local view.



- To see more granular information, suppress the "info" box on the right side and type in an address, city, county etc and press the search button.
- Below is the result when searching for Benzie County, MI.
  - o You can change the view by selecting or deselecting provider companies who won RDOF funds "RDOF 904 Auction Winners"



I trust you will find this information helpful and thank you again for the opportunity to present before the Benzie County Board of Commissioners.

Bests,  
Marilyn



**Marilyn Passmore** | Director, State Government Affairs

*RDOF – Michigan & Indiana*  
Charter Communications  
4670 East Fulton, Suite 102 | Ada, MI 49301  
Ph: 616.607.2377 | Fax: 616.975-1107  
E: [marilyn.passmore@charter.com](mailto:marilyn.passmore@charter.com)

Learn more about Charter Policy - <https://policy.charter.com/> | [@CharterGov](#) | [Facebook.com/CharterGov](https://Facebook.com/CharterGov)

E-MAIL CONFIDENTIALITY NOTICE: The contents of this e-mail message and any attachments are intended solely for the addressee(s) and may contain confidential and/or legally privileged information. If you are not the intended recipient of this message or if this message has been addressed to you in error, please immediately alert the sender by reply e-mail and then delete this message and any attachments. If you are not the intended recipient, you are notified that any use, dissemination, distribution, copying, or storage of this message or any attachment is strictly prohibited.

**From:** Dawn Olney <[DOlney@benzieco.net](mailto:DOlney@benzieco.net)>  
**Sent:** Friday, July 30, 2021 1:46 PM  
**To:** Passmore, Marilyn J <[marilyn.passmore@charter.com](mailto:marilyn.passmore@charter.com)>  
**Cc:** Bob Roelofs <[BRoelofs@benzieco.net](mailto:BRoelofs@benzieco.net)>  
**Subject:** [EXTERNAL] RE: Charter Spectrum Broadband - Benzie Co - County Mtg opportunity?

**CAUTION:** The e-mail below is from an external source. Please exercise caution before opening attachments, clicking links, or following guidance.

Perfect – 10:15.

*Dawn Olney*

Dawn Olney, CCO, MCCO  
Benzie County Clerk  
448 Court Place  
Beulah, MI 49617  
231-882-9671 Ext. 411

**From:** Passmore, Marilyn J <[marilyn.passmore@charter.com](mailto:marilyn.passmore@charter.com)>  
**Sent:** Friday, July 30, 2021 1:45 PM  
**To:** Dawn Olney <[DOlney@benzieco.net](mailto:DOlney@benzieco.net)>  
**Cc:** Bob Roelofs <[BRoelofs@benzieco.net](mailto:BRoelofs@benzieco.net)>  
**Subject:** RE: Charter Spectrum Broadband - Benzie Co - County Mtg opportunity?

Dawn Olney, CCO, MCCO  
Benzie County Clerk  
448 Court Place  
Beulah, MI 49617  
231-882-9671 Ext. 411

I'll be there – thank you ~





**Marilyn Passmore** | Director, State Government Affairs

*RDOF – Michigan & Indiana*

Charter Communications

4670 East Fulton, Suite 102 | Ada, MI 49301

Ph: 616.607.2377 | Fax: 616.975-1107

E: [marilyn.passmore@charter.com](mailto:marilyn.passmore@charter.com)

**Learn more about Charter Policy** - <https://policy.charter.com/> | [@CharterGov](#) | [Facebook.com/CharterGov](https://Facebook.com/CharterGov)

**E-MAIL CONFIDENTIALITY NOTICE:** The contents of this e-mail message and any attachments are intended solely for the addressee(s) and may contain confidential and/or legally privileged information. If you are not the intended recipient of this message or if this message has been addressed to you in error, please immediately alert the sender by reply e-mail and then delete this message and any attachments. If you are not the intended recipient, you are notified that any use, dissemination, distribution, copying, or storage of this message or any attachment is strictly prohibited.

Marilyn

**From:** Dawn Olney <[DOlney@benzieco.net](mailto:DOlney@benzieco.net)>

**Sent:** Friday, July 30, 2021 1:44 PM

**To:** Passmore, Marilyn J <[marilyn.passmore@charter.com](mailto:marilyn.passmore@charter.com)>

**Cc:** Bob Roelofs <[BRoelofs@benzieco.net](mailto:BRoelofs@benzieco.net)>

**Subject:** [EXTERNAL] RE: Charter Spectrum Broadband - Benzie Co - County Mtg opportunity?

**CAUTION:** The e-mail below is from an external source. Please exercise caution before opening attachments, clicking links, or following guidance.

Sorry – how about 10:15 a.m. for 15 minutes.

*Dawn Olney*

*Dawn Olney, CCO, MCCO*

*Benzie County Clerk*

*448 Court Place*

*Beulah, MI 49617*

*231-882-9671 Ext. 411*

**From:** Dawn Olney

**Sent:** Friday, July 30, 2021 1:41 PM

**To:** Passmore, Marilyn J <[marilyn.passmore@charter.com](mailto:marilyn.passmore@charter.com)>

**Cc:** Bob Roelofs <[BRoelofs@benzieco.net](mailto:BRoelofs@benzieco.net)>

**Subject:** RE: Charter Spectrum Broadband - Benzie Co - County Mtg opportunity?

Marilyn:



I am so sorry for the delay in getting back to you. Our next BOC meeting is Tuesday, August 10. I can put you on the agenda at 10:30 a.m. for 15 minutes.

Would that work for you?

*Dawn Olney*

Dawn Olney, CCO, MOCO  
Benzie County Clerk  
448 Court Place  
Beulah, MI 49617  
231-882-9671 Ext. 411

**From:** Passmore, Marilyn J <[marilyn.passmore@charter.com](mailto:marilyn.passmore@charter.com)>  
**Sent:** Monday, July 26, 2021 9:22 AM  
**To:** Dawn Olney <[DOlney@benzieco.net](mailto:DOlney@benzieco.net)>  
**Cc:** Bob Roelofs <[BRoelofs@benzieco.net](mailto:BRoelofs@benzieco.net)>; Passmore, Marilyn J <[marilyn.passmore@charter.com](mailto:marilyn.passmore@charter.com)>  
**Subject:** RE: Charter Spectrum Broadband - Benzie Co - County Mtg opportunity?

Dawn Olney, CCO, MOCO  
Benzie County Clerk  
448 Court Place  
Beulah, MI 49617  
231-882-9671 Ext. 411

Good morning Dawn, as you know, unfortunately another meeting delayed my attendance at your July 13<sup>th</sup> meeting – our work is starting in Benzie County – would there be another opportunity for me to attend/present at a future Benzie County BOC meeting? Thank you for your consideration

Marilyn



**Marilyn Passmore** | Director, State Government Affairs  
RDOF – Michigan & Indiana  
Charter Communications  
4670 East Fulton, Suite 102 | Ada, MI 49301  
Ph: 616.607.2377 | Fax: 616.975-1107  
E: [marilyn.passmore@charter.com](mailto:marilyn.passmore@charter.com)

**Learn more about Charter Policy -** <https://policy.charter.com/> | [@CharterGov](#) | [Facebook.com/CharterGov](#)

**E-MAIL CONFIDENTIALITY NOTICE:** The contents of this e-mail message and any attachments are intended solely for the addressee(s) and may contain confidential and/or legally privileged information. If you are not the intended recipient of this message or if this message has been addressed to you in error, please immediately alert the sender by reply e-mail and then delete this message and any attachments. If you are not the intended recipient, you are notified that any use, dissemination, distribution, copying, or storage of this message or any attachment is strictly prohibited.

**From:** Dawn Olney <[DOlney@benzieco.net](mailto:DOlney@benzieco.net)>  
**Sent:** Friday, July 9, 2021 2:50 PM  
**To:** Dawn Olney <[DOlney@benzieco.net](mailto:DOlney@benzieco.net)>  
**Subject:** [EXTERNAL] July 13, 2021 BOC & COTW Agenda

**CAUTION:** The e-mail below is from an external source. Please exercise caution before opening attachments, clicking links, or following guidance.

*Dawn Olney*

*Dawn Olney, CCO, MCCO  
Benzie County Clerk  
448 Court Place  
Beulah, MI 49617  
231-882-9671 Ext. 411*

The contents of this e-mail message and any attachments are intended solely for the addressee(s) and may contain confidential and/or legally privileged information. If you are not the intended recipient of this message or if this message has been addressed to you in error, please immediately alert the sender by reply e-mail and then delete this message and any attachments. If you are not the intended recipient, you are notified that any use, dissemination, distribution, copying, or storage of this message or any attachment is strictly prohibited.

The contents of this e-mail message and any attachments are intended solely for the addressee(s) and may contain confidential and/or legally privileged information. If you are not the intended recipient of this message or if this message has been addressed to you in error, please immediately alert the sender by reply e-mail and then delete this message and any attachments. If you are not the intended recipient, you are notified that any use, dissemination, distribution, copying, or storage of this message or any attachment is strictly prohibited.

The contents of this e-mail message and any attachments are intended solely for the addressee(s) and may contain confidential and/or legally privileged information. If you are not the intended recipient of this message or if this message has been addressed to you in error, please immediately alert the sender

by reply e-mail and then delete this message and any attachments. If you are not the intended recipient, you are notified that any use, dissemination, distribution, copying, or storage of this message or any attachment is strictly prohibited.

|                        |                  |                    |        |
|------------------------|------------------|--------------------|--------|
| LEGAL LEVELS           | JAN. 1 - APR. 30 | 8 NOV. 1 - DEC. 31 | 599.75 |
|                        |                  | MAY 1 - OCT. 31    | 600.25 |
| B.M. N. SIDE BOAT RAMP | ELEV. 601.87     |                    |        |

[illegible]

# LITTLE PLATTE LAKE ELEVATION

LEGAL LEVEL 586.7

B.M. 4 IRON NE ABUTMENT ELEV. 589.44

[illegible]