

**THE BENZIE COUNTY BOARD OF COMMISSIONERS**  
**March 28, 2023**

The Benzie County Board of Commissioners met in a regular session on Tuesday, March 28, 2023, in the Frank Walterhouse Board of Commissioners Room, 448 Court Place, Government Center, Beulah, Michigan.

The meeting was called to order by Chair Bob Roelofs.

Present were: Commissioners Cunningham, Jeannot, Markey, Nye, Roelofs, and Sauer  
Excused: Commissioner Warsecke

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

**Tribute Presented by Board Chair:** Chair Bob Roelofs presented a Tribute to Benzie County Central Dispatch in celebration of Telecommunications Week April 9, 2023, through April 15, 2023. Thanks to Director Cory Ellis and his team for all the services they do for Benzie County and everyone else who has anything to do with Benzie County Dispatch.

**Agenda:**

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

**Minutes:**

Motion by Jeannot, seconded by Markey, to approve the regular session minutes of March 14, 2023, as amended. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, and Sauer Nays: None Exc: Warsecke Motion carried.

9:04 a.m. Public Comment

Tom Kucera, Crystal Lake and Watershed Association, presented a handout regarding soil erosion at Sunkissed Hills development. Here to talk about enforcement of Benzie County Soil and Erosion Ordinances. Sunkissed Hills developer has ignored the ordinances. A permit was approved for the construction of the houses, but nothing was done to enforce the ordinances. Asking that Benzie County enforce the ordinances that were put in place. Our interest is to protect the waters of Crystal Lake and its shoreline.

Mary Haan, wants to invite everyone to the National Day of Prayer. It will be at noon, on May 4, 2023, at Veterans Memorial Park in Benzonia. Thanks to the Sheriff for directing her to the Veterans Memorial Park.

Dan Engler, Beulah, is requesting ARPA funds for a daycare. He has a purchasing agreement with Betsie Hosick Center. Have entered into discussions with Rebecca Tanner who currently runs First Step Daycare Center. The Betsie Hosick Center does need modifications to the building for a daycare center.

Rebecca Tanner, Beulah, director of First Step Child Care, would like to expand their daycare program and is requesting ARPA funds. Would like to expand it up to 11 more children. They do have a wait list. A larger space would give an opportunity to serve more families and a Head Start program. The building will need a lot of modifications.

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Jon Throop, Benzie Conservation District, gave an update regarding what is happening at the Benzie Conservation District. They are in the middle of a 5-year Strategic Plan. Dollars are coming down the pipeline from the Inflation Reduction Act. Trying to capture as much of that money we can. The seedling sale is going well and will close this Thursday.

9:17 a.m. Public Comment closed.

## **FINANCE**

Bills: Motion by Sauer, seconded by Markey, to approve payment of the bills from March 14, 2023, through March 27, 2023, in the amount of \$1,882,773.95, as presented. Roll call.

Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, and Sauer Nays: None Exc: Warsecke  
Motion carried.

Michelle Thompson, Benzie County Treasurer, stated that their office settled with the township and other tax entities. Our delinquency dollars are up but are rate is continuing to go down. We have a 95.8% collection rate. Last year it was 95.2%.

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

Tom King, EMS Director, provided a written report and was present for any questions.

Sheriff Rosa stated he participated in Benzie Senior Resources delivery of meal. He was on the Frankfort route, and it went very well. Great things are happening up the hill. Centra Wellness Special Deputy started yesterday. Had two Deputies graduate from the Academy at West Shore Community College. Things are going well.

Nate Loop, Maples Director, stated that as of today they are serving 72 families. Everything is going well. Seeing a good growth in the staffing. They are seeing a steep increase in the Capital Improvement projects. Will be compiling the documentation and coming back before this board to request an increase in funds.

Doug Durand, Benzie Senior Resource Director, provided a written report.

## **ACTION ITEMS**

Consider committing up to 50% from ARPA funds for paving Henry Road: Matt Skeel, Road Commission and Jason Barnard, Benzonia Township Supervisor were present to answer any questions. Amiee Efourth, Benzie Central Schools Superintendent, is viewing the meeting today as she is out of town. Benzonia Township will cover the other 50% of the project. Motion by Jeannot, seconded by Markey, to commit up to 50% of the funding, not to exceed \$38,000, necessary to pave Henry Road, with funds available from American Rescue Plan Act funding, and authorizes the Administration to release funds for the project when appropriate documents regarding use of the funds is provided. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, and Sauer  
Nays: None Exc: Warsecke Motion carried.

Consider committing up to \$80,000 ARPA funds to Crystal Lake Outlet Project: Ed Hoogterp, Parks and Recreation Commission Chair, and Shaun Johnson, Railroad Point Committee Chair, were present to answer any questions. Motion by Nye, seconded by Sauer, to commit up to \$80,000 to the Crystal Lake Outlet Project, specifically for permanent vault toilets, overflow parking and additional

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universal access to the water, with funds available from American Rescue Plan Act funding, and authorizes the Administration to release funds for the project when appropriate documentation regarding use of the funds is provided. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, and Sauer Nays: None Exc: Warsecke Motion carried.

Consider purchase of super server for Sheriff's Office and Central Dispatch: Motion by Markey, seconded by Cunningham, to accept quote number VC3Q25514 received from IT Right for computer server replacement in the not-to-exceed amount of \$11,200 with funds available in the Capital Fund and Central Dispatch fund. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, and Sauer Nays: None Exc: Warsecke Motion carried.

Consider "opting in" a new Opioid Settlements, adopting a related resolution, and subdivision participation forms: Motion by Jeannot, seconded by Nye, to adopt the Resolution 2023-004 Authorizing Entry of Participation Agreements in Partial Settlement of the National Prescription Opiate Litigation and Entry of State Local Government Intrastate Agreement Concerning Allocation of Settlement Proceeds, and authorizes the Chair, County Clerk, and County Administrator to sign the related agreements. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, and Sauer Nays: None Exc: Warsecke Motion carried.

Consider adopting Vehicle Use Policy: Motion by Markey, seconded by Cunningham, to adopt the Vehicle Use Policy to replace the current Vehicle Use Policy section in the staff policy manual. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, and Sauer Nays: None Exc: Warsecke Motion carried.

Consider adopting the Introduction to Employment Policy: Motion by Nye, seconded by Jeannot to adopt the Introduction to Employment Policy to replace the current Introduction to Employment Policy, with suggested changes, in the staff policy manual. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, and Sauer Nays: None Exc: Warsecke Motion carried.

Consider adopting the Travel Policy: Motion by Jeannot, seconded by Cunningham, to adopt the Travel Policy to replace the current Travel Policy section in the staff policy manual and in the operational manual. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, and Roelofs Nays: Sauer Exc: Warsecke Motion carried.

Consider adopting the Violence in the Workplace Policy: Motion by Cunningham, seconded by Sauer, to adopt the Violence in the Workplace Policy to replace the Safe Workplace Policy and Weapons in the Workplace Policy sections in the staff policy manual. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, and Sauer Nays: None Exc: Warsecke Motion carried.

Consider rescinding the Canteen/Employee Fund Policy: Motion by Nye, seconded by Markey, to rescind the Canteen/Employee Fund Policy. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, and Sauer Nays: None Exc: Warsecke Motion carried.

Consider confirming the retirement of K9 Rexo and gifting him to his handler: Sheriff Rosa was present to answer any question. Motion by Jeannot, seconded by Markey, to declare Sheriff's Office K9 Rexo as surplus and retires him to the Ketz Family and authorizes the Chair and the Sheriff to

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sign the necessary title of transfer documents. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, and Sauer Nays: None Exc: Warsecke Motion carried.

Consider authorizing Benzie Senior Resources to place a temporary structure: Doug Durand, Benzie Senior Resources, was present to answer any question regarding this motion and his departmental report. Motion by Sauer, seconded by Markey, to approve the placement of a temporary structure for storage purposes for Benzie Senior Resources operational use, at 10542 Main Street, Honor, Michigan. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, and Sauer Nays: None Exc: Warsecke Motion carried.

10:38 a.m. Break

10:47 a.m. Reconvene

## COMMISSIONER REPORTS

Chair Roelofs attended the Agenda Review meeting, Ad Hoc EMS Advisory meeting, and Ad Hoc Building and Grounds meeting.

Comm Jeannot provided a written report.

Comm Cunningham provided a written report.

Comm Nye attended Agenda Review meeting, Village of Beulah meeting, Benzonia Planning Commission meeting, Building and Grounds meeting, Ad Hoc EMS Advisory Committee meeting, Benzie Leelanau Health Department Bylaws meeting, Benzie Leelanau Health Department Personnel and Finance meeting, Benzie Leelanau Health Department Board meeting, and MAC Health and Human Services meeting.

Comm Markey attended Benzie Senior Resources meeting, Ad Hoc EMS Advisory Board meeting, LEPC/LPT meeting, Networks Northwest Orientation meeting, Northwest Michigan Council of Government meeting, Networks Northwest Board meeting, and MAC Judicial and Public Safety meeting.

Comm Sauer attended Benzonia Joint Planning Commission meeting, Weldon Township meeting, Court Security Committee meeting, Building and Grounds meeting, Benzie Leelanau Health Department meeting, conference with Workers Compensation, and Road Commission meeting.

**COUNTY ADMINISTRATOR'S REPORT** – Katie Zeits stated that the website is still being migrated. With all the issues we are having with the postal services regarding mail, we are moving to a mailbox back at the Government Center. There is reporting that needs to be done with the Opioid money on how it was spent. Robin grant has been submitted to the State of Michigan, and we are just waiting to hear the results.

**STUDY SESSION** - None

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## **COMMITTEE APPOINTMENTS**

Jury Board Appointments: Motion by Sauer, seconded by Cunningham, to reappoint Elizabeth Sharke to a six-year term expiring May 1, 2029, and appoint Rick Drewyour to an unexpired term expiring May 1, 2025, seat previously held by Jean Bowers, on the Jury Board.

Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, and Sauer    Nays: None    Exc: Warsecke  
Motion carried.

**UNFINISHED BUSINESS** - None

**NEW BUSINESS** - None

## **PRESENTATION OF CORRESPONDENCE**

- Schoolcraft County Resolution 23-2, Honoring Michigan Association of Counties
- Tuscola County Resolution 2023-03, Oppose the Camp Grayling Expansion
- Benzie Leelanau Health Department March 22, 2023, meeting agenda
- Iron County Resolution, Supporting the Rights to Bear Arms and funding Mental Health
- Osceola County Resolution 2023-0004, Honoring Michigan Association of Counties
- Lake County Resolution 2023-06, Dedicating Courtroom to Honorable Mark S. Wickens

11:31 a.m. Public Comment - None

Motion by Sauer, seconded by Markey, to adjourn at 11:32 a.m.    Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, and Sauer    Nays: None    Exc: Warsecke    Motion carried.

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Bob Roelofs, Chair

Tammy Bowers, Benzie County Clerk

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1. Approve the agenda as presented.
2. Approve the regular session minutes of March 14, 2023, as amended.
3. Approve payment of the bills from March 14, 2023, through March 27, 2023, in the amount of \$1,882,773.95, as presented.
4. Commit up to 50% of the funding, not to exceed \$38,000, necessary to pave Henry Road, with funds available from American Rescue Plan Act funding, and authorizes the Administration to release funds for the project when appropriate documents regarding use of the funds is provided.
5. Commit up to \$80,000 to the Crystal Lake Outlet Project, specifically for permanent vault toilets, overflow parking and additional universal access to the water, with funds available from American Rescue Plan Act funding, and authorizes the Administration to release funds for the project when appropriate documentation regarding use of the funds is provided.
6. Accept quote number VC3Q25514 received from IT Right for computer server replacement in the not-to-exceed amount of \$11,200 with funds available in the Capital Fund and Central Dispatch fund.
7. Adopt the Resolution 2023-004 Authorizing Entry of Participation Agreements in Partial Settlement of the National Prescription Opiate Litigation and Entry of State Local

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Government Intrastate Agreement Concerning Allocation of Settlement Proceeds, and authorizes the Chair, County Clerk, and County Administrator to sign the related agreements.

8. Adopt the Vehicle Use Policy to replace the current Vehicle Use Policy section in the staff policy manual.
9. Adopt the Introduction to Employment Policy to replace the current Introduction to Employment Policy, with suggested changes, in the staff policy manual.
10. Adopt the Travel Policy to replace the current Travel Policy section in the staff policy manual and in the operational manual.
11. Adopt the Violence in the Workplace Policy to replace the Safe Workplace Policy and Weapons in the Workplace Policy sections in the staff policy manual.
12. Rescind the Canteen/Employee Fund Policy.
13. Declare Sheriff's Office K9 Rexo as surplus and retires him to the Ketz Family and authorizes the Chair and the Sheriff to sign the necessary title of transfer documents.
14. Approve the placement of a temporary structure for storage purposes for Benzie Senior Resources operational use, at 10542 Main Street, Honor, Michigan.
15. Reappoint Elizabeth Sharke to a six-year term expiring May 1, 2029, and appoint Rick Drewyour to an unexpired term expiring May 1, 2025, seat previously held by Jean Bowers, on the Jury Board.



**Art Jeannot  
Commissioner Report  
March 28, 2023**

- Participated in 2 meetings on behalf of the County since our March 14<sup>th</sup> meeting.
- **3/16 – Northern MI Community Action Agency**
  - Standard business meeting. Board has been asked to approve a new retirement plan for the agency. The goal is to attract and retain more staff.
- **3/18 – Platte Township**
  - Annual meeting. The event was well attended to include Sheriff Rosa, Matt Skeel, Rebecca Hubers and Fire Chief Tim Markey.
  - Township is seeking a new assessor.
- **Other**
  - On March 20<sup>th</sup> the State held a presentation on child care funding. The goal is to extend incentives to encourage users and providers to increase access.
  - Meeting with Northern MI Community Action Agency on March 27 to further the discussion on looking for a new strategy for our Housing Committee.



28 Mar 2023

Commissioner Cunningham, District 3

[kcunningham@benzieco.net](mailto:kcunningham@benzieco.net)

231.822.4067

**Attended/Presented**

15 Mar Chamber

15 Mar Pointe Betsie

20 Mar **NMCounties Assoc.** Cadillac onsite visit, jail and dispatcher building. QA learned from Lt McDanials that 90+ % of arrests are addiction/drug related. 80%+ are "revolving door", arrests. The officers use an Ipad on scene for counselor consults if needed and are satisfied with the service. Officer recruitment and retention is an issue.

21 Mar **Frankfort City Council** Chief Cederholm reported the fire dept received a drone with grant money. The drone has GPS and flotation capability for water rescue.

**Mayor Holwerda** TC and Frankfort are both vying for business incubator.

21Mar CLT

22 Mar **HSCB** onsite visit and meeting at BACN. The only free source of clothing in Benzie County. They provide adult GED classes and have 4-6 graduates annually, which equates to upward social mobility. The staff, volunteers and building provide a sense of dignity and respect to those they serve.

23 Mar **Airport Authority**, drone information shared.

**Community**

16 Mar **Biochar demonstration.** Introduced Northern Michigan Disposal owner to sustainable farmers.

17 Mar **Veterans Inspiring Veterans** art show planning. Funds raised go to helping vets in big and small ways in Michigan. Show 24 June at the TC Equestrian Festival.

20 Mar **State of Michigan Zoom meeting on Child care.**

22 Mar **Visited Lake Twp**, learned more about dredging and shared drone info.

23 Mar **Interview** with paper about community service.

27 Mar **Vet Coalition.** Prepared VIV presentation, to be delivered by the chair of VIV.

**Correspondence**

Courtesy emails to Commissioners Evan Warseke, solid waste, and Gary Sauer, Ag. Sharing that a sustainable agriculture discussion will air on 90.7/WNMC, 23 Mar, 0700-0730.