

BENZIE COUNTY BOARD OF COMMISSIONERS

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

www.benzieco.net

AMENDED MEETING AGENDA

February 28, 2023

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

Join Meeting

Please click the link below to join the webinar:

www.youtube.com/@BenzieCounty

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 – 2/14/2023
PUBLIC COMMENT
FINANCE –
 A) Approval of Bills

9:13 a.m. PUBLIC HEARING – Eclipse Communications Close Out CDBG Loan
ELECTED OFFICIALS & DEPT HEAD COMMENTS
 A) Cory Ellis, 911 Director – 2022 Annual Report
ACTION ITEMS –
 A) 2024/2025 Ambulance purchase
 B) Solid Waste HHW/Electronic 2023 contacts
 C) Consider resolution adopting ballot language for county roads
 D) Consider vehicle purchase from Watson Benzie for Sheriff's office use
 E) Adoption of Directory of Charges
 F) Approve Comfort Dog Program and related Sheriff's Office Policy
 G) Approve three part-time Bailiff positions and budget amendments
 H) Approve State surcharge for Central Dispatch Operations
 I) Approve Letter of Understanding – Leelanau County emergency switch service on radio
COMMISSIONER REPORTS –
COUNTY ADMINISTRATOR'S REPORT – Katie Zeits
COMMITTEE OF THE WHOLE – None
COMMITTEE APPOINTMENTS –
UNFINISHED BUSINESS –
NEW BUSINESS –
PRESENTATION OF CORRESPONDENCE
PUBLIC COMMENT
ADJOURNMENT

Times Subject to Change

PUBLIC COMMENT

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 comment during their meetings. It continually strives to receive comment 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 Comment. 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 “Comment” 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 Comment 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 N. Reynolds Road, Platte Twp, Lake Twp East of Sutter Rd, and Inland Twp section 1-6, section 7 lying west of Maple City Hwy, north of US-31)	231-920-5028
District III –	Karen Cunningham (Crystal Lake, Frankfort and Lake Twp, at Sutter Road going West)	231-822-4067
District IV –	Rhonda Nye (Benzonia Twp, except for sections 31, 36 and 35 East of Case Road).....	231-822-4068
District V –	Tim Markey (Homestead and Benzonia Twp sections 31, 36 and 35 West of Case Road).....	231-822-4066
District VI -	Evan Warsecke (Colfax, Inland except sections 1-6, section 7 lying west of Maple City Hwy and North of US-31).....	231-822-4065
District VII -	Gary Sauer (Blaine, Gilmore, Joyfield, Weldon)	231-651-0647

January 3, 2023

THE BENZIE COUNTY BOARD OF COMMISSIONERS
February 14, 2023

The Benzie County Board of Commissioners met in a regular session on Tuesday, February 14, 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, Sauer and Warsecke

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

Agenda:

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

Commissioner Warsecke suggested that Commissioners proceed with the Committee of the Whole meeting once the Board of Commissioners meeting is done, as there is only one item on the afternoon agenda.

Commissioners agreed to proceed with the Committee of the Whole meeting once the Board of Commissioners meeting is done with a 15-minute break in between.

Minutes:

Motion by Jeannot, seconded by Nye, to approve the regular session minutes of January 24, 2023, as presented. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

9:06 a.m. Public Comment - None

FINANCE

Bills: Motion by Markey, seconded by Warsecke, to approve payment of the bills from January 20, 2023, through February 09, 2023, in the amount of \$667,967.21, as presented. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

ELECTED OFFICIALS & DEPARTMENT HEAD COMMENTS

Introduction of new director for BACN: Gerri Van Antwerp, outgoing Executive Director, wanted to thank everyone for all their support over the years, and introduce the new Executive Director, Sarah Sullivan.

Brianne Lindsay, Equalization Director, provided a written report.

ACTION ITEMS

Discussion of EMS Advisory Board and possible action: Motion by Sauer, seconded by Warsecke, to disband the EMS Advisory Committee to allow due diligence to be performed by staff and Commissioners to determine a purpose, possible outcomes, membership, and the future of an EMS Advisory Committee. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

COMMISSIONERS

Page 2 of 6

February 14, 2023

Adoption of Central Dispatch Amended Bylaws: Motion by Jeannot, seconded by Markey, to approve the Benzie County Central Dispatch Advisory Board Bylaws dated January 12, 2023, as recommended by the Advisory Board. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Establish an ad hoc Committee regarding Benzie Housing Committee: Motion by Jeannot, seconded by Cunningham, to establish an ad hoc interview committee to make recommendations for the future of the Benzie County Housing Committee and that the Chair, Vice Chair, Commissioner Jeannot, Administrator Designee, and Clerk Tammy Bowers be appointed to such committee. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Animal Control Tires – declare surplus and authorize their sale: Motion by Sauer, seconded by Nye, to declare Chevy Tahoe tires surplus and authorizes their sale and disposal. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Approval of inmate time keeping program: Undersheriff Hubers was present to answer any questions. Motion by Nye, seconded by Markey, to accept the proposal from Cadmus Scribe for an inmate time keeping system in the not-to-exceed amount of \$4,400 for installation and training, and approves an agreement for annual service and maintenance of the system in the amount of \$3,600 per year for a period of three-years with option to renew at staff discretion, with funds available in the Inmate Telephone Fund. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Replace Service Door near sallyport door, budgeted at \$25,000: Undersheriff Hubers was present to answer any questions. Motion by Warsecke, seconded by Sauer to accept the proposal from Kyle Harris, Western Detention, and Johnson Controls for the replacement of the sallyport door at the jail in the not-to-exceed amount of \$25,000, with funds available in the capital fund. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Cole Property Acquisition – winter tax bill: Claire Herman, Grand Traverse Land Conservancy and Ed Hoogterp, Parks and Recreation Committee Chair, was present to answer any questions. Motion by Jeannot, seconded by Sauer, to approve the payment of prorated property taxes for acquisition of the Cole Property in the not-to-exceed amount of \$20,000, with funds available in the Railroad Point Endowment Fund and approve the necessary budget amendments to process payment, contingent on Parks and Recreation Board taking the same action. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, and Warsecke Nays: Sauer Motion carried.

Motion by Markey, seconded by Warsecke, to approve 10% closure cost, not to exceed \$72,000 for it to be reimbursed to the County after closing, with funds available from General Fund. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer, and Warsecke. Nays: None Motion carried.

Approve Change Order #3 to Point Betsie Shoreline Protection Project Contract: Chuck Clarke was present to answer any questions. Motion by Cunningham, seconded by Nye to approve Change Order #3 to the Point Betsie Shoreline Protection Project agreement with Barr Engineering in the amount of \$62,000 and that the Board of Chair be authorized to sign and that the related budget amendment in the amount of \$62,000 for the project to allow for reimbursement revenues from the

COMMISSIONERS

Page 3 of 6

February 14, 2023

Friends of Point Betsie and payment of invoices by the County be approved. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Discussion regarding Point Betsie Project and consideration of allocating funds towards the project: Dick Taylor, former president of the Friend of Point Bestie, presented their request for funds for the Point Betsie Shoreline Project and what they have done to support this project.

10:47 a.m. Break

11:00 a.m. Reconvene

NEW BUSINESS

11:00 a.m. Wade Trim presentation – Area 31 Sewer Feasibility Study: Brian Sousa and Ken Schwerdt were present from Wade Trim and gave a presentation. They were tasked to look at the Village of Beulah, Village of Benzonia and Benzonia Township to complete a feasibility study for wastewater for those areas. Looking to service the commercial corridor M115 north and around east end of Crystal Lake. There will be an in-depth presentation, question, and answer session for the public on March 7, 2023, 6:00 p.m. at the Mills Community House.

Approval of MOU and Agreement for Recreation Improvement funds for BVTM: Motion by Sauer, seconded by Markey to accept the Michigan Department of Natural Resources grant for Betsie Valley Trail maintenance in the amount of \$10,000 and authorize the Chair to sign the Memorandum of Understanding and Agreement for the Recreation Improvement Funds, and further authorizes the necessary budget amendments to accept funds. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Approve purchase of three Sheriff Department Vehicles: Motion by Jeannot, seconded by Sauer to approve the purchase of three Dodge Durango vehicles from Watson Benzie in the not-to-exceed amount of \$130,000 and further that it approves up to \$45,000 to fully equip each vehicle for patrol purposes, with funds available in the School and Youth Resource Officer Fund and the Capital Fund, with reimbursement in the total amount of \$60,000 from Centra Wellness. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

COMMISSIONER REPORTS

Chair Roelofs attended 2 EMS Advisory meetings, Area Agency on Aging of Northern Michigan meeting, Parks and Recreation interviews, and Veterans Affairs meeting.

Comm Jeannot provided a written report. Commented that he attended the State of Benzie event yesterday. The County Administrator represented us very well. Vance Bates has 50 years of service in the Almira EMS/Fire Department.

Comm Cunningham provided a written report. She also attended the Frankfort Elberta School Board meeting last night.

Comm Nye attended AP Review, Agenda Review, Benzie Leelanau Heath Department meeting, 3 Sewer Feasibility Study meetings, zoom meeting with Commissioner Sauer and Commissioner Cunningham regarding Sunkissed development on Crystal Lake, Planning Commission meeting, EMS Advisory Ad Hoc Committee meeting, Village of Benzonia meeting, Land Bank meeting, Centra Wellness Board meeting, Benzie School Board meeting, and the Benzie Summit.

COMMISSIONERS

Page 4 of 6

February 14, 2023

Comm Markey attended EMS Advisory Ad Hoc Committee meeting, Homestead Township meeting, Centra Wellness Network Board meeting, Northern Michigan Regional Entity meeting, and Village of Honor meeting.

Comm Warsecke attended Solid Waste Advisory Board meeting, Benzie Transportation Authority meeting, Conservation District meeting, Parks and Recreation meeting, Colfax Township meeting, and Inland Township meeting.

Comm Sauer attended the Benzie Leelanau Health Department meeting, zoom meeting regarding Ironman, Gilmore Township Public Hearing, Joyfield Township meeting, Blaine Township meeting, Maples meeting, Benzonia Township Public Hearing, Road Commission meeting, Village of Thompsonville meeting, and was contacted by the Historical Society regarding funding request.

COUNTY ADMINISTRATOR'S REPORT – Katie Zeits reported that the website is getting closer to going live. Working on the migration for new Microsoft licensing and 2 factor authenticators. Carpet has been installed in the Board of Commissioners room, outer common room and by the elevator. Still need to replace carpet in the courtrooms, courtroom hallway, room 206 and in front of the Administrator's Office. Spoke at the Benzie Summit yesterday and it was very good. Appraisal II position is posted for the Equalization Department. Received a report from the State of Michigan Property Services Division stating they are very happy with what has been turned in and believe it to be accurate and on time. We have received Opioid money of \$100,000 from the settlement.

Commissioner Nye wanted to acknowledge the Equalization Director's update in the packet. Really appreciated it.

COMMITTEE OF THE WHOLE

Motion by Warsecke, seconded by Markey, to approve items 1 - 2 of the January 24, 2023, Committee of the Whole Consent Calendar as presented. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

COMMITTEE APPOINTMENTS

Parks and Recreation Committee: Motion by Warsecke, seconded by Nye to reappoint Lee Ferguson, Sean Duperron, Barbara Skurdall and Shaun Johnson to the Parks and Recreation Commission, term expiring December 31, 2025. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Benzie Transportation Authority: Motion by Jeannot, seconded by Sauer to appoint Brian Halliday, to the Benzie Transportation Authority term, expiring April 30, 2026. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

UNFINISHED BUSINESS - None

PRESENTATION OF CORRESPONDENCE

- Benzie Leelanau Health Department November 21, 2022, minutes
- Benzie Leelanau Health Department November 28, 2022, minutes
- Benzie Leelanau Health Department November 30, 2022. Minutes

COMMISSIONERS

Page 5 of 6

February 14, 2023

- Benzie Leelanau Health Department December 7, 2022, minutes

12:04 p.m. Public Comment

Annie Browning, Village of Beulah, wanted to wish everyone a Happy Valentine Day. Glad things are going on to help people with housing. Glad the sewer system is being talked about. Working on Master Plan for the Village of Beulah.

12:06 p.m. Public Comment closed.

Committee of the Whole meeting will start at 12:15 p.m.

Motion by Warsecke, seconded by Jeannot, to adjourn at 12:07 p.m. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Bob Roelofs, Chair

Tammy Bowers, Benzie County Clerk

INDEX

1. Approve the agenda as presented.
2. Approve the regular session minutes of January 24, 2023, as presented.
3. Approve payment of the bills from January 20, 2023, through February 09, 2023, in the amount of \$667,967.21, as presented.
4. Disband the EMS Advisory Committee to allow due diligence to be performed by staff and Commissioners to determine a purpose, possible outcomes, membership, and the future of an EMS Advisory Committee.
5. Approve the Benzie County Central Dispatch Advisory Board Bylaws dated January 12, 2023, as recommended by the Advisory Board.
6. Establish an ad hoc interview committee to make recommendations for the future of the Benzie County Housing Committee and that the Chair, Vice Chair, Commissioner Jeannot, Administrator Designee, and Clerk Tammy Bowers be appointed to such committee.
7. Declare Chevy Tahoe tires surplus and authorizes their sale and disposal.
8. Accept the proposal from Cadmus Scribe for an inmate time keeping system in the not-to-exceed amount of \$4,400 for installation and training and approves an agreement for annual service and maintenance of the system in the amount of \$3,600 per year for a period of three-years with option to renew at staff discretion, with funds available in the Inmate Telephone Fund.
9. Accept the proposal from Kyle Harris, Western Detention, and Johnson Controls for the replacement of the sallyport door at the jail in the not-to-exceed amount of \$25,000, with funds available in the capital fund.
10. Approve the payment of prorated property taxes for acquisition of the Cole Property in the not-to-exceed amount of \$20,000, with funds available in the Railroad Point Endowment Fund and approve the necessary budget amendments to process payment, contingent on Parks and Recreation Board taking the same action.
11. Approve 10% closure cost, not to exceed \$72,000 for it to be reimbursed to the County after closing, with funds available from General Fund.

COMMISSIONERS

Page 6 of 6

February 14, 2023

12. Approve Change Order #3 to the Point Betsie Shoreline Protection Project agreement with Barr Engineering in the amount of \$62,000 and that the Board of Chair be authorized to sign and that the related budget amendment in the amount of \$62,000 for the project to allow for reimbursement revenues from the Friends of Point Betsie and payment of invoices by the County be approved.
13. Accept the Michigan Department of Natural Resources grant for Betsie Valley Trail maintenance in the amount of \$10,000 and authorize the Chair to sign the Memorandum of Understanding and Agreement for the Recreation Improvement Funds, and further authorizes the necessary budget amendments to accept funds.
14. Approve the purchase of three Dodge Durango vehicles from Watson Benzie in the not-to-exceed amount of \$130,000 and further that it approves up to \$45,000 to fully equip each vehicle for patrol purposes, with funds available in the School and Youth Resource Officer Fund and the Capital Fund, with reimbursement in the total amount of \$60,000 from Centra Wellness.
15. Approve items 1 - 2 of the January 24, 2023, Committee of the Whole Consent Calendar as presented.
16. Reappoint Lee Ferguson, Sean Duperron, Barbara Skurdall and Shaun Johnson to the Parks and Recreation Commission, term expiring December 31, 2025.
17. Appoint Brian Halliday, to the Benzie Transportation Authority term, expiring April 30, 2026.

Committee of the Whole

Page 3 of 3

January 24, 2023

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

1. Adopt the Government Center Meeting Room Use Policy as amended regarding fee assessment.
2. Consideration of a Youth Advocacy Dog program, subject to documentation outlining procedures related to this activity with funds going through the School Resource Officer fund, and the School Resource Officer committee providing a recommendation.

Art Jeannot
Commissioner Report
February 14, 2023

- Participated in 5 meetings on behalf of the County since our January 24th meeting.
- **1/26 – Northern MI Community Action Agency**
 - The agency updated the board on the weatherization program and tax preparation. These programs bring value to our community.
 - I have suggested that the agency make a presentation to the BOC at a future meeting.
- **2/3 – MI Association of Counties (Finance and General Governance)**
 - Legislative updates were given. We can anticipate amendments to the Open Meetings Act to allow remote participation, an increase to revenue sharing and expansion of Veterans property tax exemptions. There is ongoing discussion about the need for additional Juvenile Justice facilities.
- **2/9 – Platte Township**
 - The township is budgeting for upgrades to the facility that will include parking lot enhancements and implementing energy efficiencies to the building.
- **2/10 – Transportation Authority**
 - Participated in interviews for potential board members.
- **2/13 – Almira Township**
 - I will discuss any relevant information at our meeting.
- **Other**
 - Attended and presented at the “State of Benzie Event”. My role was to discuss current EDC activity. Several topics were covered to include housing, broadband and County updates.
 - Attended an event put on by the Benzie Historical Society that discussed the history of car ferry’s in Frankfort.



BoC 14 Feb 2023

Commissioner Cunningham, District 3

kcunningham@benzieco.net

231.822.4067

Attended/Presented

HSBC Health Services Collaborative Thompsonville planning for a Summerfest. Benzie Area Youth (BAY) launching a campaign to counter youth addictions and provide mental health, contact: Sarah May, 231.882.2123. BAY article was in the Record Patriot.

Visited Grow Benzie for introduction

Airport Authority introduction, shared letter of intent for tower space on "Tank Hill", in Frankfort.

Attended Gilmore Twp board public discussion on housing development.

Attended public coffee with John Roth, State Rep

Lake Twp Board meeting new supervisor, Jeff Johnson. 23 Feb 23, 6pm, public hearing on Proposed Budget.

Ad Hoc interviews for Benzie Bus Authority

NMCA Northern Michigan County Assoc. MAC Legislative Report: State Priorities

Increasing resources for Juvenile Justice System

Compensating local government for funds diverted by veterans property tax exemption

Revamping the PPTax exemption to provide annual reimbursement to locals

Revising OMAct to meet demands of the 21st century

Creating a fair revenue sharing system for counties

Enacting reforms to ensure proper funding of local courts

Frankfort/Elberta School Board

Community

Garden Theatre is offering captioned movies at noon on Mondays.

Benzie/Leelanau Kinship, Zoom.

Finance Report

BILLS TO BE APPROVED February 28th

Motion to approve Vouchers in the amount of:

\$ 63,827.69 General Fund (101)

\$ 41,380.71 Jail Fund (213)

\$ 24,310.43 Ambulance Fund & ALS (214)

\$ 51,450.44 Funds 105-238

\$ 2,089.67 ACO Fund (247)

\$ 181.00 Building (249)

\$ 8,457.79 Dispatch 911 Fund (261)

\$ 3,229.36 Funds 239-292

\$ 40,961.36 Funds 293-640

\$ 29,659.44 701 Fund

\$ 74,563.15 Trust and Agency Funds & MSU Trust and Agency Fund (702-771)

\$ 340,111.04

Payable February 10 to February 23

DATE	FUND 101 GENERAL	FUND 213 JAIL	FUND 214 EMS	FUND 105-238	FUND 247 ACO	FUND 249 BUILDING	FUND 261 DISPATCH	FUND 239-292	FUND 293-690	FUND 701 TRUST/ AGENCY	FUND 702-771	TOTALS
2/16/2023	\$ 33,751.54	\$ 33,967.38	\$ 19,981.65	\$ 47,961.39	\$ 1,547.28	\$ -	\$ 1,004.37	\$ 2,639.36	\$ 19,200.43	\$ 27,997.85	\$ -	\$ 188,051.25
2/23/2023	\$ 18,744.16	\$ 6,097.90	\$ 4,328.78	\$ 3,406.54	\$ 542.39	\$ 181.00	\$ 7,453.42	\$ 590.00	\$ 21,419.25	\$ 1,661.59	\$ 74,563.15	\$ 138,988.18
EFT Checks	\$ 11,331.99	\$ 1,315.43	\$ -	\$ 82.51	\$ -	\$ -	\$ -	\$ -	\$ 361.68	\$ -	\$ -	\$ 13,091.61
Reissuance of Check from 2/2/23	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (20.00)	\$ -	\$ -	\$ (20.00)
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Totals	\$ 63,827.69	\$ 41,380.71	\$ 24,310.43	\$ 51,450.44	\$ 2,089.67	\$ 181.00	\$ 8,457.79	\$ 3,229.36	\$ 40,961.36	\$ 29,659.44	\$ 74,563.15	\$ 340,111.04

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-Reunionmentation
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

02/23/2023 01:41 PM

User: Rlynn

DB: Benzie County

INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY
EXP CHECK RUN DATES 02/10/2023 - 02/23/2023
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 1/11

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 131 CIRCUIT COURT							
101-131-967.00	PROJECT EXPENSES - DRUG C	BENZIE COUNTY SHERIFF	12 DRUG TESTS	JAN 2023	03/01/23	48.00	88743
Total For Dept 131 CIRCUIT COURT						48.00	
Dept 136 DISTRICT COURT							
101-136-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICE ORDER #111-9815517-2729063	SUPPLIES	111-9815517-2729063	03/01/23	67.14	88662
101-136-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICE ORDER #111-1007778-8496238		111-1007778-8496238	03/01/23	106.46	88662
101-136-805.10	PROBATE CT APPOINTED ATTORNEY	KATHLEEN BROWN	ARCOS	DP23-168	03/01/23	90.00	88711
101-136-805.10	PROBATE CT APPOINTED ATTORNEY	KATHRYN L. BOLINGER, P	STOKOSA-DP23-169	12616	03/01/23	60.00	88712
101-136-806.00	SCREENING FEES	OPEN DOOR ASSESSMENTS, COURT SCREENING 22-325 SD, JF		DP23-175	03/01/23	75.00	88721
Total For Dept 136 DISTRICT COURT						398.60	
Dept 142 JUVENILE DIVISION							
101-142-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CENT	BUSINESS CARDS FOR LORI WADE	482252-0	03/01/23	29.00	88705
101-142-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CENT	SMD FOLDERS	482163-0	03/01/23	39.97	88705
101-142-727.00	OFFICE SUPPLIES	PURE WATER WORKS	8 GALLONS OF PURIFIED WATER AND 5 G.	452326	03/01/23	30.00	88723
101-142-727.00	OFFICE SUPPLIES	WELLS FARGO FINANCIAL	603-0236145-000 2022	5023770791	02/28/23	79.90	88737
Total For Dept 142 JUVENILE DIVISION						178.87	
Dept 172 ADMINISTRATOR							
101-172-727.00	OFFICE SUPPLIES-5 BOXES	PROFILE	SHREDDING FOR BENZIE COUNTY	0082858-IN	03/01/23	697.60	88722
101-172-727.00	OFFICE SUPPLIES	ROSELIE ROELOFS	REIMBURSEMENT FOR OFFICE CHAIR	OFFICE	03/01/23	147.18	88781
Total For Dept 172 ADMINISTRATOR						844.78	
Dept 215 COUNTY CLERK							
101-215-727.00	OFFICE SUPPLIES-10 BOXES	PROFILE	SHREDDING FOR BENZIE COUNTY	0082858-IN	03/01/23	50.00	88722
101-215-727.00	OFFICE SUPPLIES	RR DONNELLEY	GENERIC 14 NON-BIRTH	162315156	03/30/23	171.77	88782
101-215-807.00	JURY BOARD FEES	BOWERS, JEAN	DRAW SPRING 2023 TERM OF COURT	SPRING 2023	03/01/23	40.00	88749
101-215-807.00	JURY BOARD FEES	MICK, JANICE	DRAW SPRING 2023 TERM OF COURT	SPRING 2023	03/01/23	40.00	88776
101-215-807.00	JURY BOARD FEES	SHRAKE, ELIZABETH	DRAW SPRING 2023 TERM OF COURT	SPRING 2023	03/01/23	44.38	88783
101-215-860.00	TRAVEL	BOWERS, TAMMY	REIMBURSEMENT FOR TRAVEL EXPENSES TO	02/17/23	03/01/23	30.09	88750
Total For Dept 215 COUNTY CLERK						376.24	
Dept 257 EQUALIZATION DEPARTMENT							
101-257-703.00	SALARY-DEPARTMENT HEAD	W.A.S LLC	FEBRUARY PAYMENT, TRAVEL EXPENSES, T	FEBRUARY	03/01/23	7,500.00	
101-257-800.00	CONTRACTED SVCS - DESIGNATION	W.A.S LLC	FEBRUARY PAYMENT, TRAVEL EXPENSES, T	FEBRUARY	03/01/23	46.50	
101-257-900.00	PRINTING & PUBLISHING	SMART SOURCE LLC	PERSONAL PROP KIT	1777740	03/02/23	365.60	88727
101-257-961.00	TRAINING & SCHOOLS-MILITARY	W.A.S LLC	FEBRUARY PAYMENT, TRAVEL EXPENSES, T	FEBRUARY	03/01/23	170.30	
101-257-967.00	PROJECT EXPENSES - AERIALS	COLLIGO GIS, INC.	2023 GIS PARCEL MAINTENANCE	281	03/03/23	1,000.00	88679
Total For Dept 257 EQUALIZATION DEPARTMENT						9,082.40	
Dept 261 MSU EXTENSION							
101-261-703.04	WAGES-PART TIME SECRETARY	MICHIGAN STATE UNIVERSITY	DANA DOBIS PAY PERIOD ENDING 12/31/2022	TOINV07-23-BENZIE	03/01/23	874.11	88775
101-261-730.00	POSTAGE	BENZIE COUNTY CLERK	POSTAGE FOR ACT #14	8245	03/03/23	3.33	88668
Total For Dept 261 MSU EXTENSION						877.44	
Dept 262 ELECTIONS							
101-262-860.00	TRAVEL	BOWERS, TAMMY	REIMBURSEMENT FOR TRAVEL EXPENSES TO	02/17/23	03/01/23	90.00	88750
Total For Dept 262 ELECTIONS						90.00	
Dept 265 BUILDING & GROUNDS							
101-265-750.00	MAINTENANCE SUPPLIES	NUGENT ACE HARDWARE	BATTERY FOR VA BLINDS	200830	03/03/23	5.99	88720
101-265-750.00	MAINTENANCE SUPPLIES	KSS	CLEANING SUPPLIES	1458389	03/01/23	309.44	88770
101-265-750.00	MAINTENANCE SUPPLIES	NUGENT ACE HARDWARE	SURGE PROTECTORS AND EXTENSION CORD	200970	03/01/23	59.97	88779
101-265-800.00	CONTRACTED SERVICES	KATHY HELENE CLEANING	CAMPUS CLEANING FOR MONTH OF FEBRUARY	15	03/01/23	4,100.00	88769

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 265 BUILDING & GROUNDS							
101-265-800.00	CONTRACTED SERVICES	SUMMIT FIRE PROTECTION	SERVICE CALL FOR FIRE ALARM TO REPL	121023135	03/01/23	485.00	88788
101-265-821.00	GARBAGE DISPOSAL-MAIN BUI	GFL ENVIRONMENTAL	ACCT #002110103 WASTE MANAGEMENT MA	0059424608	03/02/23	277.44	88699
101-265-821.00	GARBAGE DISPOSAL	GFL ENVIRONMENTAL	ACCT #002126461 WASTE MANAGEMENT SH	0059426122	03/02/23	41.66	88700
101-265-850.00	TELEPHONE	CENTURYLINK	30343955 COMMUNICATION	628487985	03/03/23	43.00	88675
101-265-923.00	FUEL - NATURAL GAS	DTE ENERGY	ACCT #9100 209 2920 4 JAIL SERVICE	910020929204	03/07/23	517.91	88758
101-265-923.00	FUEL/PROPANE-MAIN BUILDING	DTE ENERGY	ACCT #9100 209 3120 0 MAIN BUILDING	910020931200	03/07/23	1,237.54	88761
101-265-924.00	ELECTRIC-MAIN BUILDING 100	CONSUMERS ENERGY	ACCT #1000 0051 4248 MAIN BUILDING	207146989049	03/02/23	6,865.50	88682
101-265-924.00	ELECTRIC- GARAGE 1000 058	CONSUMERS ENERGY	ACCT #1000 0051 4313 JAIL ELECTRIC	207146989258	03/02/23	855.70	88683
101-265-924.00	ELECTRIC- GARAGE 1000 058	CONSUMERS ENERGY	ACCT #1000 0586 8649 GARAGE ELECTRI	201897695689	03/06/23	187.61	88685
101-265-935.00	BUILDING REPAIRS	HURST MECHANICAL	REPLACEMENT OF ACTUATOR IN DHS	21448	03/01/23	1,140.00	88765
Total For Dept 265 BUILDING & GROUNDS						16,126.76	
Dept 266 LEGAL & CONTRACTED SERVICES							
101-266-810.00	LEGAL FEES	COHL, STOKER, TOSKEY,	INVOICE 54252,54254, 54253 FOR PROF	JANUARY 2023	03/01/23	4,522.64	88678
Total For Dept 266 LEGAL & CONTRACTED SERVICES						4,522.64	
Dept 267 PROSECUTING ATTORNEY							
101-267-727.00	OFFICE SUPPLIES-12 BOXES	PROFILE	SHREDDING FOR BENZIE COUNTY	0082858-IN	03/01/23	60.00	88722
101-267-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICE	PAO PURCHASE 113-0779853-4687412	113-0779853-4687	02/23/23	51.98	88740
101-267-901.00	RESOURCE MATERIALS	RELX INC. DBA LEXISNEX	JANUARY 2023	3094316521	02/23/23	174.00	88780
Total For Dept 267 PROSECUTING ATTORNEY						285.98	
Dept 268 REGISTER OF DEEDS							
101-268-727.00	OFFICE SUPPLIES-9 BOXES	PROFILE	SHREDDING FOR BENZIE COUNTY	0082858-IN	03/01/23	45.00	88722
Total For Dept 268 REGISTER OF DEEDS						45.00	
Dept 285 CENTRAL SERVICES							
101-285-730.00	POSTAGE	BENZIE COUNTY TREASURE	PETTY CASH REIMBURSEMENT	02142023	02/16/23	2.31	88670
101-285-730.00	POSTAGE	FP FINANCE PROGRAM	POSTAGE FOR POSTAGE MEETER	02.16.23	03/01/23	1,500.00	
101-285-940.20	EQUIPMENT LEASE-40027957	TEAM FINANCIAL GROUP,	CUSTOMER #40027957 CONTRACT #400279	00089214	03/03/23	120.97	88728
101-285-940.20	EQUIPMENT LEASE-40032368	TEAM FINANCIAL GROUP,	CUSTOMER #40032368 CONTRACT #400323	00089522	03/01/23	375.75	88728
Total For Dept 285 CENTRAL SERVICES						1,999.03	
Dept 301 SHERIFF							
101-301-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICE	OFF SUPPLIES	1FYK-KH4M-9PMQ	02/16/23	66.92	88662
101-301-727.00	OFFICE SUPPLIES- 51 BOXES	PROFILE	SHREDDING FOR BENZIE COUNTY	0082858-IN	03/01/23	255.00	88722
101-301-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD COM	JAN 2023 BCSO	1648 JAN 2023	02/16/23	4,124.94	88669
101-301-748.00	GAS, OIL & GREASE	WATSON BENZIE LLC	22-1 OC AND TIRE ROT CONTRACT 5477	216324 OC TR	02/16/23	245.00	88736
101-301-749.00	VEHICLE REPAIRS	VISA	BCSO VISA JAN 30, 2023	6262 1.30.2023	02/16/23	1,095.28	
101-301-749.00	VEHICLE REPAIRS	NAPA AUTO SUPPLY, INC.	EXHAUST ADAPTER	5366-496744	02/23/23	18.67	88778
101-301-751.00	UNIFORMS	VISA	BCSO VISA JAN 30, 2023	6262 1.30.2023	02/16/23	209.92	
101-301-751.00	UNIFORMS	KETZ, MARK	BOOT REIMBURSEMENT 250.00	94332	02/16/23	250.00	88713
101-301-752.10	DRY CLEANERS	ROBBIE'S DRY CLEANERS,	JAN 2023 DRY CLEANING BCSO	2868	02/16/23	13.50	88724
101-301-800.00	CONTRACTED SERVICES	TIMECLOCK PLUS, LLC	SCHEDULE ANYWHERE LICENSE 02/14/23-	INV00248295	03/08/23	684.00	88731
101-301-800.00	CONTRACTED SERVICES	KATHY HELINE CLEANING	CAMPUS CLEANING FOR MONTH OF FEBRUAR	15	03/01/23	990.00	88769
101-301-835.10	BLOOD RESTITUTIONS	COUNTY OF BENZIE	ZE - BLOOD DRAW 11/22/2022	1835749 22-2344:	02/16/23	75.00	88687
101-301-835.10	BLOOD RESTITUTIONS	COUNTY OF BENZIE	JC BLOOD DRAW 11/22/2022	1901343 22-2345:	02/16/23	75.00	88687
101-301-835.10	BLOOD RESTITUTIONS	COUNTY OF BENZIE	DG BLOOD DRAW 11/29/2022	1845836 22-2398:	02/16/23	75.00	88687
101-301-835.10	BLOOD RESTITUTIONS	COUNTY OF BENZIE	JF BLOOD DRAW 10/22/2022	1812736 2145:1	02/16/23	75.00	88687
101-301-835.10	BLOOD RESTITUTIONS	COUNTY OF BENZIE	BW BLOOD DRAW 12/04/2022	1849822 22-2429:	02/16/23	75.00	88687
101-301-835.10	BLOOD RESTITUTIONS	COUNTY OF BENZIE	BLOOD DRAW DOS 10/01/2022 SV	1777050 2000:1	02/23/23	75.00	88753
101-301-970.00	EQUIPMENT	VISA	BCSO VISA JAN 30, 2023	6262 1.30.2023	02/16/23	809.99	
101-301-970.00	EQUIPMENT	DIGITAL-ALLY	MIC PACK RMT 928	1122924	02/16/23	265.00	88688

02/23/2023 01:41 PM

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INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY
EXP CHECK RUN DATES 02/10/2023 - 02/23/2023
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 3/11

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 301 SHERIFF							
101-301-970.00	EQUIPMENT	TKS SECURITY	SERVER ROOM CAMERA	21654	02/23/23	1,402.71	88790
Total For Dept 301 SHERIFF						10,880.93	
Dept 333 SECONDARY ROAD PATROL							
101-333-725.00	FRINGE BENEFITS	DELTA DENTAL PLAN OF M CLIENT#0110900001	DENTAL COVERAGE FOR	RIS0004730756	03/05/23	97.96	88756
101-333-725.00	FRINGE BENEFITS	STANDARD INSURANCE COM 00 761476	DIVISION 0001 MARCH LIFE,	00 761476	03/01/23	38.58	88786
101-333-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD COM JAN 2023	BCSO	1648 JAN 2023	02/16/23	306.38	88669
Total For Dept 333 SECONDARY ROAD PATROL						442.92	
Dept 426 EMERGENCY MANAGEMENT							
101-426-725.00	FRINGE BENEFITS	DELTA DENTAL PLAN OF M CLIENT#0110900001	DENTAL COVERAGE FOR	RIS0004730756	03/05/23	50.63	88756
101-426-725.00	FRINGE BENEFITS	STANDARD INSURANCE COM 00 761476	DIVISION 0001 MARCH LIFE,	00 761476	03/01/23	40.10	88786
101-426-850.00	TELEPHONE	VERIZON WIRELESS	ACCT #786787479-00001 BILL SUMMARY	9926676036	02/21/23	43.55	88735
Total For Dept 426 EMERGENCY MANAGEMENT						134.28	
Dept 670 DHHS BOARD							
101-670-721.00	PER DIEM - DHS BOARD	HARRISON, SCOTT	MDHHS BOARD MEETING ON 02/02/23	FEBRUARY 2023	03/01/23	40.00	88703
101-670-721.00	PER DIEM - DHS BOARD	JOWETT, GAYLORD	DHHS BOARD MEETING ON 02/02/23	FEBRUARY 2023	03/01/23	40.00	88709
101-670-721.00	PER DIEM - DHS BOARD	SCHAFER, DONALD E.	MDHHS BOARD MEETING ON 02/02/23	FEBRUARY 2023	03/01/23	40.00	88726
101-670-860.00	TRAVEL - DHS BOARD	SCHAFER, DONALD E.	MDHHS BOARD MEETING ON 02/02/23	FEBRUARY 2023	03/01/23	5.62	88726
Total For Dept 670 DHHS BOARD						125.62	
Dept 751 PARKS & RECREATION DEPARTMENT							
101-751-800.00	CONTRACTED SERVICES	SPICER GROUP	STUDY AND REPORTING PHASE FOR CRYST.	219188	03/01/23	434.00	88785
Total For Dept 751 PARKS & RECREATION DEPARTMENT						434.00	
Dept 851 INSURANCE & BONDS							
101-851-725.06	LIFE INSURANCE	STANDARD INSURANCE COM 00 761476	DIVISION 0001 MARCH LIFE,	00 761476	03/01/23	172.42	88786
Total For Dept 851 INSURANCE & BONDS						172.42	
Dept 852 MEDICAL INSURANCE							
101-852-717.00	MEDICAL/DENTAL/VISION INSURANCE	DELTA DENTAL PLAN OF M CLIENT#0110900001	DENTAL COVERAGE FOR	RIS0004730756	03/05/23	2,724.31	88756
101-852-718.00	SHORT/LONG TERM DISABILITY	STANDARD INSURANCE COM 00 761476	DIVISION 0001 MARCH LIFE,	00 761476	03/01/23	1,268.14	88786
101-852-874.00	MEDICAL INSURANCE - RETIREMENT	BLUE CARE NETWORK	GROUP#0189733 SUBGROUP#0002 FOR RET	230380044957	03/01/23	1,686.04	88746
101-852-874.00	MEDICAL INSURANCE - RETIREMENT	DELTA DENTAL PLAN OF M CLIENT#0110900001	DENTAL COVERAGE FOR	RIS0004730756	03/05/23	184.23	88756
Total For Dept 852 MEDICAL INSURANCE						5,862.72	
Dept 871 WORKERS COMPENSATION INSURANCE							
101-871-828.00	WORKERS COMP INSURANCE	MICHIGAN COUNTIES WORK 2023 2ND QUARTER	INSTALLMENT INVOICE	01-2023-725	03/31/23	10,899.06	88717
Total For Dept 871 WORKERS COMPENSATION INSURANCE						10,899.06	
Total For Fund 101 GENERAL FUND						63,827.69	
Fund 205 TNT OFFICER MILLAGE FUND							
Dept 000							
205-000-725.00	FRINGE BENEFITS	DELTA DENTAL PLAN OF M CLIENT#0110900001	DENTAL COVERAGE FOR	RIS0004730756	03/05/23	26.72	88756
205-000-725.00	FRINGE BENEFITS	STANDARD INSURANCE COM 00 761476	DIVISION 0001 MARCH LIFE,	00 761476	03/01/23	38.58	88786
205-000-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD COM JAN 2023	BCSO	1648 JAN 2023	02/16/23	204.35	88669
205-000-840.00	INTELL/INVESTIGATIONS	VISA	BCSO VISA JAN 30, 2023	6262 1.30.2023	02/16/23	20.56	
205-000-840.00	INTELL/INVESTIGATIONS	TRANSUNION RISK & ALTE	JAN INTELL 2023	939561-202301-1	02/16/23	75.00	88732
Total For Dept 000						365.21	
Dept 871 WORKERS COMPENSATION INSURANCE							
205-871-828.00	INSURANCE & BONDS	MICHIGAN COUNTIES WORK 2023 2ND QUARTER	INSTALLMENT INVOICE	01-2023-725	03/31/23	681.06	88717

02/23/2023 01:41 PM

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INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY
EXP CHECK RUN DATES 02/10/2023 - 02/23/2023
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 4/11

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 205 TNT OFFICER MILLAGE FUND							
Dept 871 WORKERS COMPENSATION INSURANCE							
Total For Dept 871 WORKERS COMPENSATION INSURANCE						681.06	
Total For Fund 205 TNT OFFICER MILLAGE FUND						1,046.27	
Fund 206 SHERIFF'S K-9 FUND							
Dept 000							
206-000-967.00	PROJECT EXPENSES	BENZIE COUNTY TREASURE	K9 REXO LICENSE 2023	202156 K9 LICENS	02/16/23	20.00	88670
Total For Dept 000						20.00	
Total For Fund 206 SHERIFF'S K-9 FUND						20.00	
Fund 209 SCHOOL RESOURCE OFFICER							
Dept 000							
209-000-725.00	FRINGE BENEFITS	DELTA DENTAL PLAN OF M	CLIENT#0110900001 DENTAL COVERAGE FOR	RIS0004730756	03/05/23	540.43	88756
209-000-725.00	FRINGE BENEFITS	STANDARD INSURANCE COM	00 761476 DIVISION 0001 MARCH LIFE, 00	761476	03/01/23	75.23	88786
209-000-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD COM	JAN 2023 BCSO	1648 JAN 2023	02/16/23	782.46	88669
209-000-749.00	VEHICLE REPAIRS	BAYSHORE TIRE & AUTO	NEW SRO TIRES, NEW MENTAL HEALTH TR	43365	03/01/23	660.00	88742
209-000-940.00	LEASED PATROL & SHERIFF V	WATSON BENZIE LLC	SRO DODGE DURANGO	223227	02/22/23	44,672.00	88736
209-000-970.00	EQUIPMENT	VISA	BCSO VISA JAN 30, 2023	6262 1.30.2023	02/16/23	61.95	
Total For Dept 000						46,792.07	
Dept 871 WORKERS COMPENSATION INSURANCE							
209-871-828.00	INSURANCE & BONDS	MICHIGAN COUNTIES WORK	2023 2ND QUARTER INSTALLMENT INVOIC	01-2023-725	03/31/23	536.55	88717
Total For Dept 871 WORKERS COMPENSATION INSURANCE						536.55	
Total For Fund 209 SCHOOL RESOURCE OFFICER						47,328.62	
Fund 213 JAIL OPERATIONS FUND							
Dept 265 BUILDING & GROUNDS							
213-265-782.00	MAINTENANCE SUPPLIES	VISA	BCSO VISA JAN 30, 2023	6262 1.30.2023	02/16/23	38.99	
213-265-783.00	EQUIP. SERVICES & SUPPLIES	VISA	BCSO VISA JAN 30, 2023	6262 1.30.2023	02/16/23	46.88	
213-265-783.00	EQUIP. SERVICES & SUPPLIES	KSS	JAIL MAINT SUPPLIES	1452376-1	02/16/23	118.66	88715
213-265-783.00	EQUIP. SERVICES & SUPPLIES	AMAZON CAPITAL SERVICE	KITCH FAUCET - JAIL, VAC FILTERS	1CWT-DPL3-D6Y4	02/23/23	59.39	88740
213-265-784.00	GARBAGE PICK-UP	GFL ENVIRONMENTAL	ACCT #002126461 WASTE MANAGEMENT SH	0059426122	03/02/23	101.99	88700
213-265-923.00	FUEL - NATURAL GAS	DTE ENERGY	ACCT #9100 209 2920 4 JAIL SERVICE	910020929204	03/07/23	1,267.88	88758
213-265-924.00	ELECTRIC-JAIL 1000 0051 4	CONSUMERS ENERGY	ACCT #1000 0051 4313 JAIL ELECTRIC	207146989258	03/02/23	2,095.02	88683
213-265-935.00	JAIL REPAIRS	VISA	BCSO VISA JAN 30, 2023	6262 1.30.2023	02/16/23	170.22	
213-265-935.00	JAIL REPAIRS	AMAZON CAPITAL SERVICE	INMATE ITEMS AND JAIL REPAIRS	14MX-FC74-4HQH	02/16/23	110.97	88662
213-265-935.00	JAIL REPAIRS	BAY AREA HOODS	KITCH HOOD CLEANING	1757	02/16/23	450.00	88665
213-265-935.00	JAIL REPAIRS	JOHNSON CONTROLS FIRE	WET SPRINKLER MAINT	89500445	02/16/23	2,176.43	88708
213-265-935.00	JAIL REPAIRS	KSS	JAIL DISHWASHER PARTS	1455095	02/16/23	38.71	88715
213-265-935.00	JAIL REPAIRS	AMAZON CAPITAL SERVICE	KITCH FAUCET - JAIL, VAC FILTERS	1CWT-DPL3-D6Y4	02/23/23	89.98	88740
Total For Dept 265 BUILDING & GROUNDS						6,765.12	
Dept 351 JAIL - CORRECTIONS							
213-351-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICE	OFF SUPPLIES	1FYK-KH4M-9PMQ	02/16/23	66.92	88662
213-351-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICE	OFF SUPPLIES	1CNX-7PQ1-13YT	02/16/23	10.03	88662
213-351-740.00	FOOD SUPPLIES	CANTEEN SERVICES	FOOD SUPPLIES 02/05/2023 TO 02/11/2	123490	02/16/23	2,574.03	88674
213-351-740.00	FOOD SUPPLIES	CANTEEN SERVICES	FOOD SUPPLIES 01/29 TO 02/04/2023	123304	02/16/23	2,483.08	88674
213-351-740.00	FOOD SUPPLIES	CANTEEN SERVICES	FOOD SUPPLIES 01/22/23 TO 01/28/202	123116	02/16/23	2,512.15	88674
213-351-740.00	FOOD SUPPLIES	CANTEEN SERVICES	FOOD SUPPLIES 02/12/23 TO 02/18/23	123680	02/23/23	2,721.93	88751
213-351-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD COM	JAN 2023 BCSO	1648 JAN 2023	02/16/23	88.97	88669
213-351-751.00	UNIFORMS	AMAZON CAPITAL SERVICE	JAIL UNIF SS	11HC-NPWW-7V17	02/16/23	81.99	88662
213-351-752.10	DRY CLEANERS	ROBBIE'S DRY CLEANERS,	JAN 2023 DRY CLEANING BCSO	2868	02/16/23	59.50	88724

02/23/2023 01:41 PM

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INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY

EXP CHECK RUN DATES 02/10/2023 - 02/23/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 5/11

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 213 JAIL OPERATIONS FUND							
Dept 351 JAIL - CORRECTIONS							
213-351-800.00	CONTRACTED SERVICES	TIMECLOCK PLUS, LLC	SCHEDULE ANYWHERE LICENSE 02/14/23-	INV00248295	03/08/23	720.00	88731
213-351-800.00	CONTRACTED SERVICES	KATHY HELINE CLEANING	CAMPUS CLEANING FOR MONTH OF FEBRUAR	15	03/01/23	510.00	88769
213-351-834.00	PRISONER MEDICAL - BENZIE	CORRECTIONAL RECOVERY	CLAIMS BAL AND CR FEE	Q2-100034584	02/16/23	2,677.82	88686
213-351-834.00	PRISONER MEDICAL - BENZIE	FASPSYCH, LLC	DOS 01132023 EVAL	011523098	02/16/23	375.00	88691
213-351-834.01	PRISONER MEDICAL - JAIL IN	ALL ACCESS CARE PLLC	GT CO INMATE CARE JAN 2023	55801	02/16/23	363.41	88661
213-351-834.01	PRISONER MEDICAL - JAIL IN	ALL ACCESS CARE PLLC	JAN 2023 BC INMATE MED CARE	55793	02/16/23	10,532.68	88661
213-351-865.00	PRISONER TRANSFER	VISA	BCSO VISA JAN 30, 2023	6262 1.30.2023	02/16/23	24.36	
213-351-940.20	EQUIPMENT LEASE - COPIER	NETLINK BUSINESS SOLUT	COPIES 11/04/2022 TO 02/03/2023	145979	02/16/23	263.81	88719
213-351-970.00	EQUIPMENT	VISA	BCSO VISA JAN 30, 2023	6262 1.30.2023	02/16/23	1,034.98	
213-351-970.00	EQUIPMENT	CMP DISTRIBUTORS	SHOCK PLATES - CC AND TD	74305	02/16/23	186.90	88677
Total For Dept 351 JAIL - CORRECTIONS						27,287.56	
Dept 851 INSURANCE & BONDS							
213-851-725.06	LIFE INSURANCE	STANDARD INSURANCE COM 00	761476 DIVISION 0001 MARCH LIFE, 00	761476	03/01/23	59.50	88786
Total For Dept 851 INSURANCE & BONDS						59.50	
Dept 852 MEDICAL INSURANCE							
213-852-717.00	MEDICAL/DENTAL/VISION INSURANCE	DELTA DENTAL PLAN OF M	CLIENT#0110900001 DENTAL COVERAGE F	RIS0004730756	03/05/23	849.34	88756
213-852-718.00	SHORT/LONG TERM DISABILITY	STANDARD INSURANCE COM 00	761476 DIVISION 0001 MARCH LIFE, 00	761476	03/01/23	539.88	88786
Total For Dept 852 MEDICAL INSURANCE						1,389.22	
Dept 871 WORKERS COMPENSATION INSURANCE							
213-871-828.00	WORKERS COMP INSURANCE	MICHIGAN COUNTIES WORK 2023	2ND QUARTER INSTALLMENT INVOICE	01-2023-725	03/31/23	5,879.31	88717
Total For Dept 871 WORKERS COMPENSATION INSURANCE						5,879.31	
Total For Fund 213 JAIL OPERATIONS FUND						41,380.71	
Fund 214 EMERGENCY MEDICAL SERVICES (EMS) FUND							
Dept 265 BUILDING & GROUNDS							
214-265-750.00	MAINTENANCE SUPPLIES-EMS	GFL ENVIRONMENTAL	ACCT #002115152 WASTE MANAGEMENT F	0059425023	03/02/23	130.71	88698
214-265-750.00	MAINTENANCE SUPPLIES	MI PEST	ST 3 PEST CONTROL	45936	02/16/23	61.00	88716
214-265-750.00	MAINTENANCE SUPPLIES	NUGENT ACE HARDWARE	SIDE MARKER BULB, FRIDGE BULB, KEY	201042	02/16/23	9.77	88720
214-265-750.00	MAINTENANCE SUPPLIES	MI PEST	ST 2 PEST CONTROL	46040	02/23/23	66.00	88773
214-265-850.01	INTERNET SERVICE	DIRECT TV	ST 2 TV	5211534X230211	02/23/23	133.98	88757
214-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	ACCT #786787479-00001 BILL SUMMARY	9926676036	02/21/23	44.38	88735
214-265-922.00	WATER & SEWER	CITY OF FRANKFORT	ST 3 WATER AND SEWER	2-27-2023	02/14/23	72.29	88676
214-265-923.00	FUEL/PROPANE-EMS PINE LN	DTE ENERGY	ACCT #9100 209 3107 7 EMS PINE LN 0	910020931077	03/07/23	282.56	88759
214-265-923.00	FUEL/PROPANE-EMS PARK AVE	DTE ENERGY	ACCT #9100 209 2902 2 EMS PARK AVE	910020929022	03/07/23	197.18	88760
214-265-923.00	FUEL/PROPANE-EMS TVILLE	DTE ENERGY	ACCT #9200 059 5461 4 EMS TVILLE 01	920005954614	03/07/23	515.69	88762
214-265-924.00	ELECTRIC-STATION 3 1000 13	CONSUMERS ENERGY	ACCT #1000 1354 3556 ST. 3 ELECTRIC	203499538465	02/28/23	138.69	88680
214-265-924.00	ELECTRIC-STATION 3 GARAGE	CONSUMERS ENERGY	ACCT #1000 1354 3937 ST. 3 GARAGE E	203499538466	02/28/23	82.88	88681
Total For Dept 265 BUILDING & GROUNDS						1,735.13	
Dept 655 ADVANCED LIFE SUPPORT (ALS)							
214-655-721.00	PER DIEM FOR EMS ADVISORY	FRANKE, JIM	EMS ADVISORY BOARD MEETING ON 02/22	02/22/23	03/01/23	40.00	88764
214-655-721.00	PER DIEM-EMS ADVISORY BOA	FJOWETT, GAYLORD	EMS ADVISORY COMMITTEE MEETING ON 0	02/22/23	03/01/23	40.00	88768
214-655-721.00	PER DIEM FOR EMS ADVISORY	MARY DORT	EMS ADVISORY MEETING ON 02/22/23	02/22/23	03/01/23	40.00	88771
214-655-721.00	PER DIEM FOR EMS ADVISORY	MEAD, MICHAEL	EMS ADVISORY BOARD MEETING ON 02/22	02/22/23	03/01/23	40.00	88772
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, LL	MED SUPPLIES	84860710	02/16/23	329.13	88672
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, LL	MED SUPPLIES	84857473	02/16/23	1,257.06	88672
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, LL	MED SUPPLIES	84865072	02/23/23	1,257.74	88748
214-655-735.10	MEDICAL SUPPLIES - GAS	AIRGAS	OXYGEN	9994270175	03/02/23	67.35	88660
214-655-749.00	VEHICLE REPAIRS	XPRESS LUBE	OIL CHANGE A33	75292	02/16/23	83.00	88738

02/23/2023 01:41 PM

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INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY

EXP CHECK RUN DATES 02/10/2023 - 02/23/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 6/11

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 214 EMERGENCY MEDICAL SERVICES (EMS) FUND							
Dept 655 ADVANCED LIFE SUPPORT (ALS)							
214-655-751.00	UNIFORMS	TELE-RAD, INC.	NATE FELDPAUSCH PANTS, 2 SHIRTS, 3	909644	02/16/23	319.93	88729
214-655-751.00	UNIFORMS	TELE-RAD, INC.	NATE FELDPAUSCH SWEATER	909645	02/16/23	48.00	88729
214-655-751.00	UNIFORMS	TELE-RAD, INC.	CHRIS PARRISH BELT	909642	02/16/23	29.99	88729
214-655-751.00	UNIFORMS	TELE-RAD, INC.	KENT ADAMS, SHIRTS	909646	02/16/23	95.98	88729
214-655-751.00	UNIFORMS	TELE-RAD, INC.	POLO SHIRTS AND 1/4 ZIP SWEATER FOR	909647	02/16/23	79.98	88729
214-655-800.01	CONTRACTED SERVICES - BILI	FIRE RECOVERY EMS	JANUARY BILLING INV OICE	022023CBMI	02/16/23	5,115.82	88695
214-655-860.00	TRAVEL FOR EMS ADVISORY B	FRANKE, JIM	EMS ADVISORY BOARD MEETING ON 02/22	02/22/23	03/01/23	6.55	88764
214-655-970.00	EQUIPMENT	AMAZON CAPITAL SERVICE	HEAVY DUTY DOOR ACCESS CARD HOLDERS	1GNP-6QW7-11F4	02/16/23	94.20	88662
Total For Dept 655 ADVANCED LIFE SUPPORT (ALS)						8,944.73	
Dept 851 INSURANCE & BONDS							
214-851-725.06	LIFE INSURANCE	STANDARD INSURANCE COM 00	761476 DIVISION 0001 MARCH LIFE,	00 761476	03/01/23	56.00	88786
Total For Dept 851 INSURANCE & BONDS						56.00	
Dept 852 MEDICAL INSURANCE							
214-852-717.00	MEDICAL/DENTAL/VISION INS	DELTA DENTAL PLAN OF M	CLIENT#0110900001 DENTAL COVERAGE F	RIS0004730756	03/05/23	1,116.99	88756
214-852-718.00	SHORT/LONG TERM DISABILIT	STANDARD INSURANCE COM 00	761476 DIVISION 0001 MARCH LIFE,	00 761476	03/01/23	536.09	88786
Total For Dept 852 MEDICAL INSURANCE						1,653.08	
Dept 871 WORKERS COMPENSATION INSURANCE							
214-871-828.00	WORKERS COMPENSATION	MICHIGAN COUNTIES WORK 2023	2ND QUARTER INSTALLMENT INVOIC	01-2023-725	03/31/23	11,921.49	88717
Total For Dept 871 WORKERS COMPENSATION INSURANCE						11,921.49	
Total For Fund 214 EMERGENCY MEDICAL SERVICES (EM						24,310.43	
Fund 216 SEASONAL ROAD PATROL FUND							
Dept 871 WORKERS COMPENSATION INSURANCE							
216-871-828.00	INSURANCE & BONDS	MICHIGAN COUNTIES WORK 2023	2ND QUARTER INSTALLMENT INVOIC	01-2023-725	03/31/23	143.73	88717
Total For Dept 871 WORKERS COMPENSATION INSURANCE						143.73	
Total For Fund 216 SEASONAL ROAD PATROL FUND						143.73	
Fund 217 SNOWMOBILE PATROL FUND							
Dept 332 SNOWMOBILE LAW ENFORCEMENT							
217-332-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD COM	JAN 2023 BCSO	1648 JAN 2023	02/16/23	53.68	88669
217-332-970.00	EQUIPMENT	MICHIGAN SHERIFFS ASSO	SNOW HELMET STICKERS	20230177	02/23/23	33.00	88774
Total For Dept 332 SNOWMOBILE LAW ENFORCEMENT						86.68	
Dept 871 WORKERS COMPENSATION INSURANCE							
217-871-828.00	INSURANCE & BONDS	MICHIGAN COUNTIES WORK 2023	2ND QUARTER INSTALLMENT INVOIC	01-2023-725	03/31/23	130.11	88717
Total For Dept 871 WORKERS COMPENSATION INSURANCE						130.11	
Total For Fund 217 SNOWMOBILE PATROL FUND						216.79	
Fund 228 SOLID WASTE/RECYCLING FUND							
Dept 000							
228-000-821.50	HAZARDOUS WASTE	BATTERY SOLUTIONS	BATTERY RECYCLING	A875941	02/23/23	869.90	88741
228-000-900.00	PUBLIC RELATIONS-PRINTG/P	BENZIE TRANSPORTATION	BUS ADVERTISING	2974	02/23/23	187.50	88744
228-000-934.00	OTHER REPAIRS/ MAINTENANCE	A J'S EXCAVATING LLC	HONOR SITE GRADING	15983	02/28/23	915.00	88739
Total For Dept 000						1,972.40	
Dept 851 INSURANCE & BONDS							
228-851-725.06	LIFE INSURANCE	STANDARD INSURANCE COM 00	761476 DIVISION 0001 MARCH LIFE,	00 761476	03/01/23	3.50	88786
Total For Dept 851 INSURANCE & BONDS						3.50	

User: RLynn
DB: Benzie County

Page: 7/11

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 228 SOLID WASTE/RECYCLING FUND							
Dept 852 MEDICAL INSURANCE							
228-852-717.00	MEDICAL/DENTAL/VISION INSURANCE	DELTA DENTAL PLAN OF MICHIGAN	CLIENT#0110900001 DENTAL COVERAGE FOR 2023	00004730756	03/05/23	26.72	88756
228-852-718.00	SHORT/LONG TERM DISABILITY INSURANCE	STANDARD INSURANCE COMPANY	00 761476 DIVISION 0001 MARCH LIFE, 2023	00 761476	03/01/23	29.96	88786
Total For Dept 852 MEDICAL INSURANCE						56.68	
Dept 871 WORKERS COMPENSATION INSURANCE							
228-871-828.00	WORKERS COMP INSURANCE	MICHIGAN COUNTIES WORKERS COMP	2023 2ND QUARTER INSTALLMENT INVOICE	01-2023-725	03/31/23	662.45	88717
Total For Dept 871 WORKERS COMPENSATION INSURANCE						662.45	
Total For Fund 228 SOLID WASTE/RECYCLING FUND						2,695.03	
Fund 241 LAND BANK AUTHORITY FUND							
Dept 000							
241-000-967.00	PROJECT EXPENSES	FISHBECK	PROF SERVICES FOR BC LAND BANK	420263	02/16/23	219.00	88696
Total For Dept 000						219.00	
Total For Fund 241 LAND BANK AUTHORITY FUND						219.00	
Fund 247 ANIMAL CONTROL FUND							
Dept 265 BUILDING & GROUNDS							
247-265-924.00	ELECTRIC-ANIMAL CONTROL	CONSUMERS ENERGY	ACCT #1000 0608 1572 ANIMAL CONTROL	206613903761	03/06/23	228.79	88684
247-265-924.00	ELECTRIC & HEATING	DTE ENERGY	9100020929329 ANIMAL CONTROL JAN11-2023	9100020929329	02/23/23	351.78	88763
Total For Dept 265 BUILDING & GROUNDS						580.57	
Dept 430 ANIMAL CONTROL							
247-430-749.00	VEHICLE REPAIRS	BAYSHORE TIRE & AUTO	TIRES FOR 2022 TAHOE	43302	02/16/23	920.00	88666
247-430-945.20	DISPOSALS & BURIALS	GFL ENVIRONMENTAL	ACCT # WASTE MANAGEMENT (DEPARTMENT 0059426235	0059426235	02/16/23	23.02	88701
Total For Dept 430 ANIMAL CONTROL						943.02	
Dept 851 INSURANCE & BONDS							
247-851-725.06	LIFE INSURANCE	STANDARD INSURANCE COMPANY	00 761476 DIVISION 0001 MARCH LIFE, 2023	00 761476	03/01/23	7.00	88786
Total For Dept 851 INSURANCE & BONDS						7.00	
Dept 852 MEDICAL INSURANCE							
247-852-717.00	MEDICAL/DENTAL/VISION INSURANCE	DELTA DENTAL PLAN OF MICHIGAN	CLIENT#0110900001 DENTAL COVERAGE FOR 2023	00004730756	03/05/23	124.68	88756
247-852-718.00	SHORT/LONG TERM DISABILITY INSURANCE	STANDARD INSURANCE COMPANY	00 761476 DIVISION 0001 MARCH LIFE, 2023	00 761476	03/01/23	58.93	88786
Total For Dept 852 MEDICAL INSURANCE						183.61	
Dept 871 WORKERS COMPENSATION INSURANCE							
247-871-828.00	WORKERS COMP INSURANCE	MICHIGAN COUNTIES WORKERS COMP	2023 2ND QUARTER INSTALLMENT INVOICE	01-2023-725	03/31/23	375.47	88717
Total For Dept 871 WORKERS COMPENSATION INSURANCE						375.47	
Total For Fund 247 ANIMAL CONTROL FUND						2,089.67	
Fund 249 BUILDING DEPARTMENT FUND							
Dept 371 BUILDING INSPECTOR							
249-371-800.00	CONTRACTED SERVICES	INTELLI PAY	EMV USB CARD READER	3365	03/01/23	181.00	88766
Total For Dept 371 BUILDING INSPECTOR						181.00	
Total For Fund 249 BUILDING DEPARTMENT FUND						181.00	
Fund 256 REG OF DEEDS AUTOMATION FUND							
Dept 000							
256-000-800.00	RECORD CONVERSIONS	FIDLAR TECHNOLOGIES	IN HANDS FREE MICROFILM 5-19-22 THRU 12-31-22	M20572U-IN	02/16/23	509.96	88694
Total For Dept 000						509.96	

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INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY
EXP CHECK RUN DATES 02/10/2023 - 02/23/2023
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 8/11

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 256 REG OF DEEDS AUTOMATION FUND							
Total For Fund 256 REG OF DEEDS AUTOMATION FUND						509.96	
Fund 260 CPL CLERK TECHNOLOGY FUND							
Dept 000							
260-000-860.00	TRAVEL-CPL CLERK TECH FUNI	BOWERS, TAMMY	REIMBURSTMENT FOR TRAVEL EXPENSES TO	02/17/23	03/01/23	90.00	88750
Total For Dept 000						90.00	
Total For Fund 260 CPL CLERK TECHNOLOGY FUND						90.00	
Fund 261 911 EMERGENCY SERVICE FUND							
Dept 325 DISPATCH/COMMUNICATION							
261-325-727.00	OFFICE SUPPLIES-1 BOX	PROFILE	SHREEDDING FOR BENZIE COUNTY	0082858-IN	03/01/23	5.00	88722
261-325-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICE	VARIOUS OFFICE SUPPLIES, NEW AIR PU	11MQ-QP7H-7M7Y	02/23/23	206.45	88740
261-325-727.00	OFFICE SUPPLIES	DA DESIGNS	LEIN DOOR SIGNAGE	6140	02/23/23	81.90	88754
261-325-830.00	911 MAINTENANCE CONTRACT	COLLIGO GIS, INC.	911 GIS AUDIT AND 911 MAINTENACE AN	INV. 269	03/01/23	6,500.00	88752
261-325-853.00	CELLULAR PHONES	VERIZON WIRELESS	911 BACKUP CELL PHONES	9926601196	02/16/23	41.74	88734
261-325-853.00	CELLULAR PHONES	VERIZON WIRELESS	ACCT #786787479-00001 BILL SUMMARY	9926676036	02/21/23	87.10	88735
261-325-954.10	RENT	CONSUMERS ENERGY	ACCT #1000 0051 4313 JAIL ELECTRIC	207146989258	03/02/23	48.59	88683
261-325-954.10	RENT	GFL ENVIRONMENTAL	ACCT #002126461 WASTE MANAGEMENT SH	0059426122	03/02/23	2.36	88700
261-325-954.10	RENT	TIMECLOCK PLUS, LLC	SCHEDULE ANYWHERE LICENSE 02/14/23-	INV00248295	03/08/23	504.00	88731
261-325-954.10	RENT	DTE ENERGY	ACCT #9100 209 2920 4 JAIL SERVICE	910020929204	03/07/23	29.35	88758
261-325-970.00	EQUIPMENT	AMAZON CAPITAL SERVICE	CREDIT MEMO FOR INVOICE #1HVV-X3CM-	1TL7-4H1V-LQF1	03/01/23	(32.42)	88740
Total For Dept 325 DISPATCH/COMMUNICATION						7,474.07	
Dept 851 INSURANCE & BONDS							
261-851-725.06	LIFE INSURANCE	STANDARD INSURANCE COM 00	761476 DIVISION 0001 MARCH LIFE,	00 761476	03/01/23	31.50	88786
Total For Dept 851 INSURANCE & BONDS						31.50	
Dept 852 MEDICAL INSURANCE							
261-852-717.00	MEDICAL/DENTAL/VISION INSU	DELTA DENTAL PLAN OF M	CLIENT#0110900001 DENTAL COVERAGE F	RIS0004730756	03/05/23	356.73	88756
261-852-718.00	SHORT/LONG TERM DISABILIT	STANDARD INSURANCE COM 00	761476 DIVISION 0001 MARCH LIFE,	00 761476	03/01/23	279.91	88786
Total For Dept 852 MEDICAL INSURANCE						636.64	
Dept 871 WORKERS COMPENSATION INSURANCE							
261-871-828.00	WORKERS COM INSURANCE	MICHIGAN COUNTIES WORK	2023 2ND QUARTER INSTALLMENT INVOIC	01-2023-725	03/31/23	315.58	88717
Total For Dept 871 WORKERS COMPENSATION INSURANCE						315.58	
Total For Fund 261 911 EMERGENCY SERVICE FUND						8,457.79	
Fund 286 AMERICAN RESCUE PLAN ACT (ARPA) GRANT							
Dept 000							
286-000-967.00	PROJECT EXPENSES	AMAZON CAPITAL SERVICE	DOCUMENT SCANNERS FOR EQUALIZATION	147K-L9QY-6XQQ	03/01/23	995.40	88662
Total For Dept 000						995.40	
Total For Fund 286 AMERICAN RESCUE PLAN ACT (ARPA)						995.40	
Fund 292 CHILD CARE FUND							
Dept 000							
292-000-840.95	IN HOME CARE MISC.	FRANK LANGER, M.S.W.,	INTERVIEW, TESTING, ANALYSIS, AND T	FEES	03/01/23	700.00	88697
292-000-840.95	IN HOME CARE MISC.	JUVENILE JUSTICE ASSN	JJAM MID-WINTER CONFERENCE PROGRAM	MID-WINTER	02/28/23	125.00	88710
292-000-840.95	IN HOME CARE MISC.	SMART SOURCE LLC	SMART START	22112023TB	03/01/23	500.00	88784
292-000-862.03	SUBSTANCE ABUSE COUNSELIN	HOMEWARD BOUND THERAPE	INDIVIDUAL THERAPY HALF SESSION	000520	02/09/23	90.00	88704
Total For Dept 000						1,415.00	
Total For Fund 292 CHILD CARE FUND						1,415.00	

02/23/2023 01:41 PM

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INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY
EXP CHECK RUN DATES 02/10/2023 - 02/23/2023
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 9/11

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 293 VETERAN'S RELIEF FUND							
Dept 000							
293-000-721.00	PER DIEM-VETERAN'S AFFAIRS	BAILEY, LAWRENCE	VETERANS AFFAIRS COMMITTEE MEETING	FEB 2023	03/01/23	40.00	88664
293-000-721.00	PER DIEM	BAILEY, LAWRENCE	VETERANS AFFAIRS COMMITTEE MEETING	JAN 2023	03/01/23	40.00	88664
293-000-721.00	PER DIEM-VETERAN'S AFFAIRS	BURCH, TYSON	VETERANS AFFAIRS COMMITTEE MEETING	FEB 2023	03/01/23	40.00	88673
293-000-721.00	PER DIEM	BURCH, TYSON	VETERANS AFFAIRS COMMITTEE MEETING	JAN 2023	03/01/23	40.00	88673
293-000-721.00	PER DIEM	FENDER, GARY	VETERAN'S AFFAIRS COMMITTEE MEETING	JAN 2023	03/01/23	40.00	88693
293-000-721.00	PER DIEM-VETERAN'S AFFAIRS	FENDER, GARY	VETERANS AFFAIRS COMMITTEE MEETING	FEB 2023	03/01/23	40.00	88693
293-000-721.00	PER DIEM	GIDDIS, KIRT	VETERANS AFFAIRS COMMITTEE MEETING	JAN 2023	03/01/23	40.00	88702
293-000-721.00	PER DIEM-VETERAN'S AFFAIRS	GIDDIS, KIRT	VETERANS AFFAIRS COMMITTEE MEETING	FEB 2023	03/01/23	40.00	88702
293-000-721.00	PER DIEM-VETERAN'S AFFAIRS	KOWALSKI, ED	VETERANS AFFAIRS COMMITTEE MEETING	FEB 2023	03/01/23	40.00	88714
293-000-721.00	PER DIEM-VETERAN'S AFFAIRS	KOWALSKI, ED	VETERANS AFFAIRS COMMITTEE MEETING	JAN 2023	03/01/23	40.00	88714
293-000-721.00	PER DIEM-VA PER DIEM	SCHAFFER, DONALD E.	VETERANS AFFAIRS COMMITTEE MEETING	FEB 2023	03/01/23	40.00	88726
293-000-721.00	PER DIEM-VA PER DIEM	SCHAFFER, DONALD E.	VETERANS AFFAIRS COMMITTEE MEETING	JAN 2023	03/01/23	40.00	88726
293-000-860.00	TRAVE-VETERAN'S AFFAIRS	BAILEY, LAWRENCE	VETERANS AFFAIRS COMMITTEE MEETING	FEB 2023	03/01/23	2.41	88664
293-000-860.00	TRAVEL	BAILEY, LAWRENCE	VETERANS AFFAIRS COMMITTEE MEETING	JAN 2023	03/01/23	2.41	88664
293-000-860.00	TRAVE-VETERAN'S AFFAIRS	BURCH, TYSON	VETERANS AFFAIRS COMMITTEE MEETING	FEB 2023	03/01/23	22.14	88673
293-000-860.00	TRAVEL	BURCH, TYSON	VETERANS AFFAIRS COMMITTEE MEETING	JAN 2023	03/01/23	22.14	88673
293-000-860.00	TRAVEL	FENDER, GARY	VETERAN'S AFFAIRS COMMITTEE MEETING	JAN 2023	03/01/23	7.86	88693
293-000-860.00	TRAVEL-VETERAN'S AFFAIRS	FENDER, GARY	VETERANS AFFAIRS COMMITTEE MEETING	FEB 2023	03/01/23	7.86	88693
293-000-860.00	TRAVEL	GIDDIS, KIRT	VETERANS AFFAIRS COMMITTEE MEETING	JAN 2023	03/01/23	20.83	88702
293-000-860.00	TRAVE-VETERAN'S AFFAIRS	GIDDIS, KIRT	VETERANS AFFAIRS COMMITTEE MEETING	FEB 2023	03/01/23	20.83	88702
293-000-860.00	TRAVE-VETERAN'S AFFAIRS	KOWALSKI, ED	VETERANS AFFAIRS COMMITTEE MEETING	FEB 2023	03/01/23	3.93	88714
293-000-860.00	TRAVE-VETERAN'S AFFAIRS	KOWALSKI, ED	VETERANS AFFAIRS COMMITTEE MEETING	JAN 2023	03/01/23	3.93	88714
293-000-860.00	TRAVEL	ROELOFS, ROBERT	VETERANS AFFAIRS COMMITTEE MEETING	FEB 2023	03/01/23	27.51	88725
293-000-860.00	TRAVEL	ROELOFS, ROBERT	VETERANS AFFAIRS COMMITTEE MEETING	JAN 2023	03/01/23	27.51	88725
293-000-860.00	TRAVEL-VA MILEAGE	SCHAFFER, DONALD E.	VETERANS AFFAIRS COMMITTEE MEETING	FEB 2023	03/01/23	2.88	88726
293-000-860.00	TRAVEL-VA MILEAGE	SCHAFFER, DONALD E.	VETERANS AFFAIRS COMMITTEE MEETING	JAN 2023	03/01/23	2.88	88726
Total For Dept 000						655.12	
Total For Fund 293 VETERAN'S RELIEF FUND						655.12	
Fund 401 CAPITAL IMPROVEMENT FUND							
Dept 000							
401-000-967.00	PROJECT EXPENSES	ENVIRONMENT ARCHITECTS	WORK DONE THRU 12/17/22 FOR REMODLE	82518	03/01/23	18,000.00	88690
401-000-967.00	PROJECT EXPENSES	BAYSHORE TIRE & AUTO	NEW SRO TIRES, NEW MENTAL HEALTH TR	43365	03/01/23	1,320.00	88742
401-000-967.00	PROJECT EXPENSES	DANA SAFETY SUPPLY, INC	ANIMAL CONTROL TAHOE ADDED K9-DRAWS	475235-A	03/01/23	6,879.25	88755
401-000-967.00	PROJECT EXPENSES	HURST MECHANICAL	PARTIAL PAYMENT FOR NEW ROOFTOP UNI	21273	03/01/23	13,200.00	88765
Total For Dept 000						39,399.25	
Total For Fund 401 CAPITAL IMPROVEMENT FUND						39,399.25	
Fund 425 EQUIPMENT REPLACEMENT FUND							
Dept 351 JAIL - CORRECTIONS							
425-351-957.00	MISCELLANEOUS - INMATE	TEI VISA	BCSO VISA JAN 30, 2023	6262 1.30.2023	02/16/23	361.68	
425-351-957.00	MISCELLANEOUS - INMATE	TEI AMAZON CAPITAL SERVICE	INMATE ITEMS AND JAIL REPAIRS	14MX-FC74-4HQH	02/16/23	9.98	88662
425-351-957.00	MISCELLANEOUS - INMATE	TEI FEDERAL SUPPLY USA	KITCHEN TOOLS	208324	02/16/23	6.50	88692
425-351-957.00	MISCELLANEOUS - INMATE	TEI FEDERAL SUPPLY USA	KITCHEN TOOLS	208270	02/16/23	408.83	88692
Total For Dept 351 JAIL - CORRECTIONS						786.99	
Total For Fund 425 EQUIPMENT REPLACEMENT FUND						786.99	
Fund 532 TAX FORECLOSURE FUND							
Dept 253 COUNTY TREASURER							
532-253-800.00	CONTRACTED SERVICES - RECC	BENZIE COUNTY TREASURE	PETTY CASH REIMBURSEMENT	02142023	02/16/23	120.00	88670

02/23/2023 01:41 PM

User: Rlynn

DB: Benzie County

INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY
 EXP CHECK RUN DATES 02/10/2023 - 02/23/2023
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

Page: 10/11

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 532 TAX FORECLOSURE FUND							
Dept 253 COUNTY TREASURER							
			Total For Dept 253 COUNTY TREASURER			120.00	
			Total For Fund 532 TAX FORECLOSURE FUND			120.00	
Fund 701 GENERAL AGENCY FUND							
Dept 136 DISTRICT COURT							
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BOND	DP23-170	03/01/23	325.00	88659
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BOND APPLIED	DP23-171	03/01/23	700.00	88659
701-136-265.00	CASH BONDS PAYABLE	TYLER FREDERICK BRIEGE	BOND RETURN	DP23-172	03/01/23	25.00	88733
701-136-271.00	RESTITUTIONS PAYABLE	AUTO-OWNERS INSURANCE	CLAIM # 9-732-18 RESTITUTION P MT F	18-336-SM	03/01/23	37.50	88663
701-136-271.00	RESTITUTIONS PAYABLE	THOMAS STOLTSMAN	RESTITUTION PAYMENT FROM STEVEN PEL	18-336-SM	03/01/23	37.50	88730
			Total For Dept 136 DISTRICT COURT			1,125.00	
Dept 215 COUNTY CLERK							
701-215-271.00	RESTITUTIONS PAYABLE	JANET POMERLEAU	RESTITUTION-CIRCUIT LUCAS BRIGHT 11	99	03/01/23	10.00	88706
701-215-271.00	RESTITUTIONS PAYABLE	JASON WARE	RESITUTION-CIRCUIT KYLER ELDER 20-2	101	03/01/23	35.00	88767
701-215-271.00	RESTITUTIONS PAYABLE	STEFAN GRAVIS	RESTITUTION FROM BRANDON PIPER 17-2	100	03/01/23	25.00	88787
701-215-299.03	CIRCUIT COURT MISCELLANEOUS	MUTUAL OF OMAHA INS.	AMBULANCE REFUND FOR M.BROWN, M.OLS	02/22/23	03/01/23	408.82	88777
701-215-299.03	CIRCUIT COURT MISCELLANEOUS	THE RAWLINGS COMPANY	AMBULANCE REFUND ZACHERY COZART	02/22/23	03/01/23	542.97	88789
			Total For Dept 215 COUNTY CLERK			1,021.79	
Dept 253 COUNTY TREASURER							
701-253-274.19	APPEALS/CHARGEBACKS/REFUNDS	DOUGLAS AND ANN WALLAC	PRE ADJ 2021 AND 2020	02102023	02/16/23	488.59	88689
701-253-274.19	APPEALS/CHARGEBACKS/REFUNDS	JEFFREY OLSZEWSKI	PRE ADJ 2021 FOR 01-024-001-02	02152023	02/16/23	581.76	88707
701-253-275.00	TAX OVERPAYMENTS/REFUNDS	BENZIE AREA CHRISTIAN	TAX OVERPAYMENT	TAX OVER	03/03/23	15,000.00	88667
701-253-275.00	TAX OVERPAYMENTS/REFUNDS	BENZIE SENIOR RESOURCE	TAX OVERPAYMENT	02/10/23	03/03/23	10,000.00	88671
701-253-275.00	TAX OVERPAYMENTS/REFUNDS	WELDON TOWNSHIP TREASU	OVERPAID TAX DISTRIBUTION	0222023	02/23/23	649.80	88792
			Total For Dept 253 COUNTY TREASURER			26,720.15	
Dept 301 SHERIFF							
701-301-228.16	DUE STATE - FINGER PRINT	MICHIGAN STATE POLICE	JAN 2023 LIVE SCAN	551-610622	02/16/23	432.50	88718
701-301-228.63	DUE STATE - SEX OFFENDER'S	MICHIGAN STATE POLICE	JAN 2023 SEX OFF REG	551-610381 SO RE	02/16/23	360.00	88718
			Total For Dept 301 SHERIFF			792.50	
			Total For Fund 701 GENERAL AGENCY FUND			29,659.44	
Fund 704 PAYROLL CLEARING FUND							
Dept 000							
704-000-231.11	INSURANCE CO-PAY	BLUE CARE NETWORK	GROUP# 00189733 SUBGROUP# 0001 EVER	230380016095	03/01/23	70,736.97	88745
704-000-231.11	INSURANCE CO-PAY	BLUE CROSS BLUE SHIELD	GROUP #007016437710 DIVISION #0005	007016437710-MAR	02/28/23	2,417.91	88747
704-000-231.11	INSURANCE CO-PAY	STANDARD INSURANCE COM	00 761476 DIVISION 0001 MARCH LIFE,	00 761476	03/01/23	1,408.27	88786
			Total For Dept 000			74,563.15	
			Total For Fund 704 PAYROLL CLEARING FUND			74,563.15	

DB: Benzie County

BOTH OPEN AND PAID

Page: 11/11

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
			Fund Totals:				
			Fund 101 GENERAL FUND			63,827.69	
			Fund 205 TNT OFFICER MILLAGE FUND			1,046.27	
			Fund 206 SHERIFF'S K-9 FUND			20.00	
			Fund 209 SCHOOL RESOURCE OFFICER			47,328.62	
			Fund 213 JAIL OPERATIONS FUND			41,380.71	
			Fund 214 EMERGENCY MEDICAL SERVICES (24,310.43	
			Fund 216 SEASONAL ROAD PATROL FUND			143.73	
			Fund 217 SNOWMOBILE PATROL FUND			216.79	
			Fund 228 SOLID WASTE/RECYCLING FUND			2,695.03	
			Fund 241 LAND BANK AUTHORITY FUND			219.00	
			Fund 247 ANIMAL CONTROL FUND			2,089.67	
			Fund 249 BUILDING DEPARTMENT FUND			181.00	
			Fund 256 REG OF DEEDS AUTOMATION FUND			509.96	
			Fund 260 CPL CLERK TECHNOLOGY FUND			90.00	
			Fund 261 911 EMERGENCY SERVICE FUND			8,457.79	
			Fund 286 AMERICAN RESCUE PLAN ACT (AR			995.40	
			Fund 292 CHILD CARE FUND			1,415.00	
			Fund 293 VETERAN'S RELIEF FUND			655.12	
			Fund 401 CAPITAL IMPROVEMENT FUND			39,399.25	
			Fund 425 EQUIPMENT REPLACEMENT FUND			786.99	
			Fund 532 TAX FORECLOSURE FUND			120.00	
			Fund 701 GENERAL AGENCY FUND			29,659.44	
			Fund 704 PAYROLL CLEARING FUND			74,563.15	
			Total For All Funds:			340,111.04	



MEMORANDUM

February 22, 2023

To: Benzie County Commissioners

From: Laura Galbraith, President

In early 2022, Eclipse Communications, LLC received a \$50,000 Community Development Block Grant (CDBG) loan to purchase equipment including a trailer, trencher, and various equipment to support fiber network infrastructure expansion. The project met HUD's national objective because Eclipse created two (2) new full-time positions during the project period, of which, at least 51% of these new positions were filled by low-to-moderate-income individuals.

The purpose of the Public Hearing is to close out the project, highlight its accomplishments, and provide a chance for citizens to comment. I will attend, along with Eclipse owner Christopher Varenhorst, and provide an overview of the project and accomplishments. Chris will be available to answer any questions you may have regarding this project or his business.

Following the Public Hearing, my staff will work with County staff to collect and submit required close-out documents to the Michigan Economic Development Corporation (MEDC) including: a brief description of the public hearing (meeting minutes will be appropriate) and the "Actions to Affirmatively Further Fair Housing" document that should be approved during the regular portion of your meeting. The County already has the additional CDBG required policies on file with MEDC from the close-out of previous projects.

ACTIONS TO AFFIRMATIVELY FURTHER FAIR HOUSING

Title 1 of the Housing and Community Development Act of 1974, as amended, requires that the UGLGs receiving HUD funding (including states and their UGLGs) affirmatively further fair housing. This effort generally takes form in promoting and publicizing Fair Housing and Civil Rights laws. Fair housing choice means that all persons have the same access to housing choices regardless of race, color, national origin, religion, sex, disability, familial status, or income level. UGLGs must certify via resolution or ordinance that they will affirmatively further fair housing. For suggested fair housing activities to further fair housing, see GAM Chapter 9, Fair Housing section.

Date	2/28/2023
Grantee	Benzie County
Grant #	2000011
Grant Title	Eclipse Communications CDBG Loan 2
Grant Term	2/1/2022 - 1/31/2024

Proposed Actions in Approved Fair Housing Plan

Benzie County at a minimum will post this policy or the Fair Housing Poster, flyers or other information which will bring attention of owners of real estate, developers and builders their respective responsibilities and rights under the Federal Fair Housing Law and Michigan Elliott Larsen Act.

Actions Taken

- The Benzie County Fair Housing Policy is displayed in a public space within the County Building.
- The Fair Housing Poster is posted within a public space at the County Building.

Results

Since the Fair Housing Policy was adopted by the County of Benzie Board of Commissioners, the County has not had any inquiries.

Reason for Any Change from Proposed Actions

No changes.

Funding Amount and Source (Total \$ value of time, materials, etc.)

No fees associated with our actions.

Date: February 28, 2023



Signature of Authorized Local Official

Bob Roelofs, County Board of Commissioners Chairman

Printed Name and Title of Authorized Local Official

Elected Officials And Department Heads



Benzie County Central Dispatch

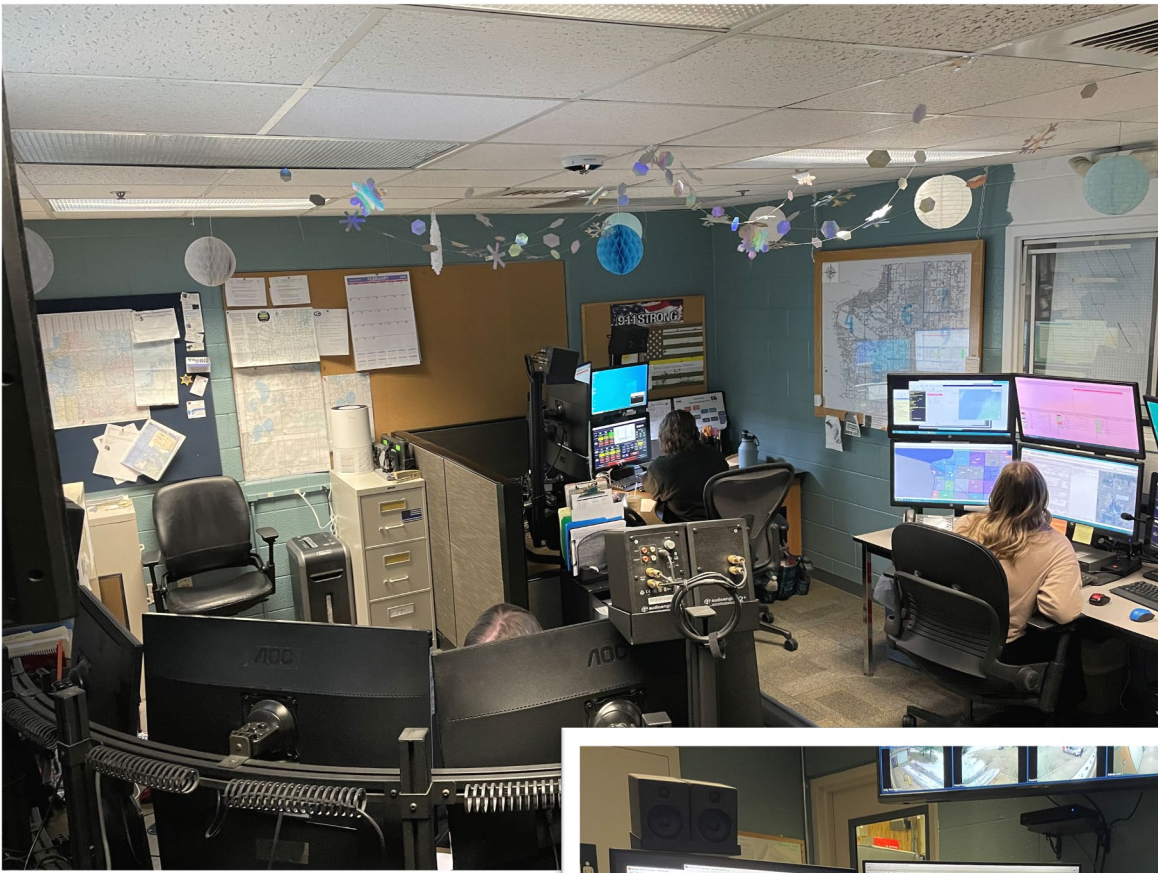
505 S. Michigan Ave Beulah MI 49617
Non-emergency (231) 882-4487 | Fax (231) 882-5894

To: Benzie County Board of Commissioners
From: Cory Ellis – 911 Director
Re: 2022 Annual Report

I have completed the 2022 Annual Report for Benzie County Central Dispatch. This report contains various information about operations, training, statistics, and projects for Central Dispatch.

I am not requesting any action on this item; this report is informational only. This report will be released to the public following this meeting via a website link, Facebook post and email distribution to our public safety partners.

Attachments:
BCCD 2022 Annual Report



2022 ANNUAL REPORT

Benzie County Central Dispatch/911

Email: cellis@benzieco.net

Tel: (231) 882-4487

Website: www.benzieco.net/911

505 S. Michigan Ave., Beulah, MI 49617

TABLE OF CONTENTS

Mission Statement.....	3
Director Report.....	4
Deputy Director Report.....	5
9-1-1 / Central Dispatch Overview.....	6
Overview	
History	
Central Dispatch Advisory Board.....	7
Partners in Public Safety.....	8
Law Enforcement	
Fire Departments	
EMS Agencies	
Other Agencies	
Personnel.....	9
2022 Statistical Summary.....	10
Looking Forward to 2023.....	11

MISSION STATEMENT

Our mission is to manage emergency and non-emergency public safety calls for service, and dispatch and monitor the law enforcement agencies, fire departments and emergency medical service providers we serve, for the protection of property and the safety of the citizens, visitors, and the public safety personnel of Benzie County.

DIRECTOR REPORT

On November 8th, 2022 Benzie County Board of Commissioners appointed a new, full-time Director for Central Dispatch/9-1-1. I eagerly accepted this opportunity, and I am very excited to serve the community of Benzie County.



Benzie County Central Dispatch (BCCD) performs an important role in public safety by being the vital link for citizens with law enforcement, fire, and EMS responders. BCCD serves as the centralized hub that coordinates emergency responders to incidents such as structure fires, hazardous materials, domestic violence, and more. The employees of 9-1-1 are the unseen heroes of public safety that remain calm, composed, and professional during some of the most tragic and life changing events.

The future of Benzie County Central Dispatch is very challenging but also encouraging. We are currently designing and coordinating a new dispatch center that will provide the needed space for efficient operations. In addition to a new center, we are evaluating staffing plans that allow for 24/7 coverage of 2 dispatchers while maintaining a dedicated full-time Director and Deputy Director. The future of 9-1-1 as an industry is very demanding and technologically driven, so we must be prepared for the necessary changes and provide consistent leadership that the community can trust and rely on.

This next year will prove to be both challenging but also rewarding. We will work on numerous particularly important projects that will help BCCD meet industry standards, community expectations, increase workplace safety, increase workflow efficiency and more.

As I look back on the history of Benzie 9-1-1, I am excited for 2023 and the many years going forward as a department. I also want to extend my gratitude and sincere thanks to the previous 9-1-1 Director, Rebecca Hubers. She has made this transition in leadership easier, and she has provided insight and great knowledge to me and this department.

A handwritten signature in black ink that reads "Cory Ellis". The script is fluid and cursive.

Cory Ellis | 9-1-1 Central Dispatch Director

DEPUTY DIRECTOR REPORT

This was my second full year as the Deputy Director / Supervisor, and seventh year total, with Benzie County Central Dispatch. Over the last year, I have worked towards goals and projects to help modernize 9-1-1 dispatching in Benzie County.



One topic for improvement included revising our onboarding and training program for new dispatchers. After attending a multi-day training, which covered updated best practices and liability mitigation in dispatcher training, we have begun implementing necessary changes to our training program. This includes revised documentation standards and curriculum workflow. We have made great progress, but we still have work to do regarding the overall program structure. As the 9-1-1 industry evolves with innovative technology, it can be challenging to ensure that new procedures are also implemented correctly into the training program.

In 2022, we gained two new dispatchers at Benzie County Central Dispatch, and we are looking forward to adding more exceptional people to our team. We also had a change in leadership, with our new Director, Cory, starting in November. I look forward to what his years of knowledge and experience brings us as we continue our goals of modernizing 9-1-1 dispatching in Benzie County. I would like to thank our outgoing Director, Rebecca, for her years of service with BCCD, and note that she remains a close partner in public safety as she focuses on Emergency Management.

As I reflect over the year, I recall this year feeling busier than previous years. As the volume of calls for service continues to climb year-over-year, I find myself proud of my team that comes to work every day to provide excellent service to our locals, visitors, and the public safety community as well. Their dedication and perseverance help save lives, protect property, and maintain stability.

As we move into 2023, I am looking forward to furthering on-going projects, including enhancing our computer aided dispatching (CAD) system and reviewing and updating our procedures to maintain compliance with the Law Enforcement Information Network (LEIN) and Criminal Justice Information System (CJIS) security policy updates.

A handwritten signature in black ink that reads "Michael Draeger". The script is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Michael Draeger | 9-1-1 Central Dispatch Deputy Director

9-1-1 / CENTRAL DISPATCH OVERVIEW

Overview

This Annual Report provides information about the operations of the Benzie County 9-1-1/Central Dispatch for the citizens of Benzie County, Benzie County Board of Commissioners, and all Benzie County public safety agencies. As BCCD continues to move forward and learn about new opportunities to better serve the community of Benzie County, the annual report will continue to provide direction to all those involved in the efforts of Benzie County Central Dispatch.

History

Benzie County has had centralized and countywide 9-1-1 services since September 11th, 1992. Benzie County Central Dispatch was established in 2012, after formalizing the separation from the Benzie County Sheriff's Department. Prior to 2012, 9-1-1 services were offered under the Benzie County Sheriff's Office and the Sheriff oversaw the 911 director and dispatch.

In 2017 Benzie County Central Dispatch began utilizing the Smart 911 system which allows residents to build a safety profile that appears when calling 911. This is a nationally available program that travels with you, free of cost, to any PSAP (Public Safety Answering Point) that subscribes to the service. Benzie County Central Dispatch implemented text-to-9-1-1 in 2022, allowing residents to text 9-1-1 for emergency situations in which it was unsafe, or they were unable to place a voice call.

CENTRAL DISPATCH ADVISORY BOARD

Governance

The intent of the Central Dispatch Advisory Board is to make recommendations to the Director and Board of Commissioners “as it relates to the operation of Benzie County Central Dispatch and to comply with the Law Enforcement Information Network (L.E.I.N) requirements and policies, recommend operational policy and procedures, recommend a Director, and to meet the requirements under the Emergency Telephone Enabling Act, PA 32, and the county E9-1-1- Service Plan”.

The Benzie County Central Dispatch Advisory Board is established pursuant to the E9-1-1 Service Plan for the County.

Composition

- Benzie County Sheriff’s Office
- Michigan State Police
- Benzie County Board of Commissioners
- Benzie County Fire Services
- Benzie County EMS
- Frankfort Police Department
- National Park Service – Sleeping Bear Dunes National Lakeshore

PARTNERS IN PUBLIC SAFETY

Law Enforcement

- Benzie County Sheriff's Office
- Frankfort Police Department
- Grand Traverse Band of Ottawa and Chippewa Indians Tribal Police
- Michigan Department of Natural Resources (DNR)
- Michigan State Police
- National Park Service Law Enforcement



Fire Departments

- Almira Township Fire Department
- Benzonia Township Fire Department
- Frankfort Fire Department
- Homestead Township Fire Department
- Inland Township Fire Department
- Michigan Department of Natural Resources (DNR)
- Thompsonville Fire Department



EMS Agencies

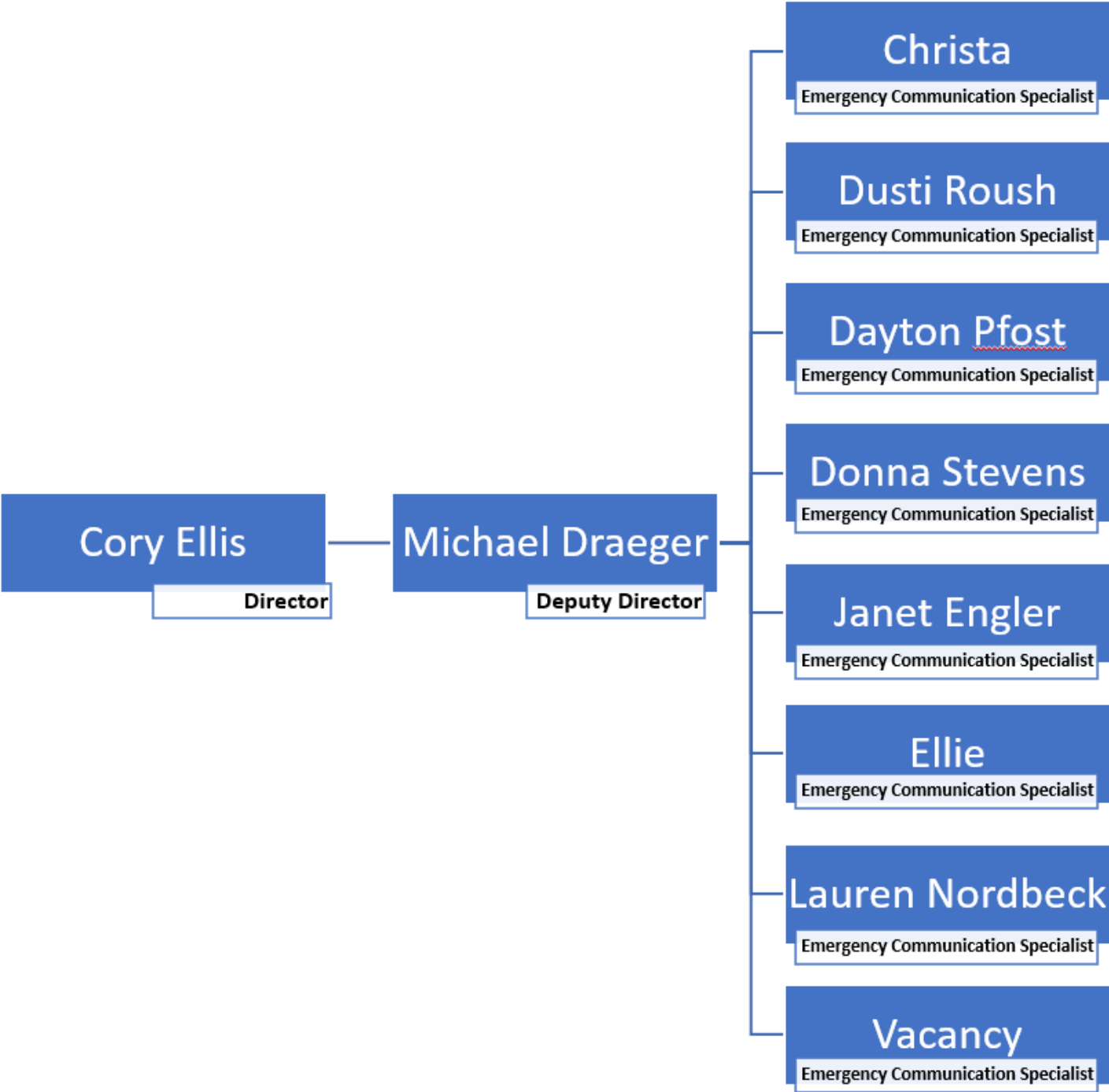
- Almira Township EMS
- Benzie County EMS
- Thompsonville EMS

Other Agencies

- Benzie County Animal Control
- Benzie County Emergency Management



PERSONNEL



2022 STATISTICAL SUMMARY

- Average Hourly Call Count: **2.7**
- Highest Hourly Call Count: **68**
- Total Phone Call Count: **23,891**
- Inbound 9-1-1 Calls: **7,494**
- Inbound Text to 9-1-1: **26**
- Inbound Admin Calls: **16,380**
- 9-1-1 Calls w/ Smart911 Profiles: **69**
- Busiest Day of the Year:
October 18th, 2022 with 194 phone calls
- Busiest Month of the Year:
July with 2,701 phone calls
- Busiest Time of Day:
3PM with 1,731 phone calls
- Average 9-1-1 Answer Time: **3.5 seconds**

National standard from National Emergency Number Association (NENA)

Ninety percent (90%) of all 9-1-1 calls arriving at the Public Safety Answering Point (PSAP) SHALL be answered within (\leq) fifteen (15) seconds. Ninety-five (95%) of all 9-1-1 calls SHOULD be answered within (\leq) twenty (20) seconds.

Benzie County Central Dispatch exceeded the NENA standard, every month, in 2022.

Month	Average Answer Time (Seconds)	Percentage of Calls Answered Within 15 Seconds	Percentage of Calls Answered Within 20 Seconds	Highest Answer Time (Seconds)	Average Call Length (Seconds)	Total Call Count	Abandoned
January 2022	3.6	98.1%	99.2%	25.6	81.4	531	59
February 2022	3.4	99.3%	100.0%	19.8	86.8	581	144
March 2022	3.4	99.3%	99.5%	26.8	75.3	438	22
April 2022	3.1	99.3%	99.8%	27.5	94.6	434	20
May 2022	3.3	98.7%	99.2%	28.4	96.6	558	34
June 2022	3.4	98.3%	99.6%	26.5	93.6	773	49
July 2022	3.5	98.9%	99.5%	26.4	103.4	919	78
August 2022	4.0	97.4%	98.9%	29.2	92.9	780	63
September 2022	3.7	97.5%	99.1%	22.3	100.8	676	42
October 2022	3.5	98.8%	99.8%	23.4	99.8	602	29
November 2022	3.7	98.3%	99.2%	26.0	97.5	564	32
December 2022	3.4	99.7%	99.8%	23.3	93.5	638	38
—	3.5	98.6%	99.4%	29.2	94.1	7494	610

LOOKING FORWARD TO 2023

Sheriff Office Phone Upgrade

Continuing to work with appropriate vendors to finish upgrading the phone system in the Sheriff Department building to coincide with the governmental center.

New Dispatch Center

Continue working on the new dispatch center by coordinating with various vendors and companies to have an organized project with expected deadlines and timeframes for moving critical 9-1-1 and dispatch equipment while avoiding and minimizing interruptions to service.

Monthly Training

Implementing a monthly training program to ensure all continuing education credits are obtained and compliant with State of Michigan along with meeting community expectations for services. This will also provide an opportunity for in-service trainings to help facilitate some of the upcoming changes.

Industry Standards

Working on various projects such as policies and procedures, training documentation, CTO program enhancements, and more to be more aligned with 9-1-1 industry standards and community expectations.

Equipment Management

Implementing an equipment management system to better track and inventory the critical 9-1-1 and dispatch equipment that have a specific service life. This will also enhance tracking and accountability for loaned equipment.

Shared Office Space

The 911 Director office will be re-organized with a new desk system to allow for shared office space with the Deputy Director, who does not have any current office space or workspace to complete administrative duties.



BENZIE

SENIOR RESOURCES

Be connected. Be supported. Be home.

**BENZIE SENIOR RESOURCES
BOARD OF DIRECTORS MEETING**

FEBRUARY 15, 2023

4:30 P.M.

The Gathering Place Senior Center & Conference Call-In

Agenda

Conference Call-In Information

1-866-809-6529 with the guest code of 3401609 followed by the # key.

Call to Order

Pledge of Allegiance

Roll Call

Approval of the February 15, 2023 Agenda

Approval of Minutes from the previous meeting of January 18, 2023

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

Information Items

- A. Leadership Committee Report
- B. Fund Development Report
- C. Governance Committee Report
- D. Personnel and Program Committee Report
- E. Director's Report
- F. Program/Services Report – January 2023
- G. Assistant Director's Report – Communications and Public Relations
- H. Board of Commissioners Update

Action Items

- 1. Finance Committee Report on the January 2023 Financials and Board Approval of the January 2023
- 2. Approval of the Fiscal Year 2022 Financial Audit
- 3. Approval of the Revised Operating Reserve Fund Policy
- 4. Acceptance of Deb Rogers Board of Directors Resignation Letter

New Business

- 1. Hand out of the BSR Insurance Policies and Coverages

Old Business

- 1.

Board Round Table Discussion/Evaluation of Meeting

Adjournment – Board Approval

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

NEXT MEETING – March 15, 2023 @ 4:30 pm

Location: The Gathering Place Senior Center, 10579 Main Street, Honor

Benzie Senior Resources
Board of Directors Meeting
January 18th, 2023 Meeting Minutes
The Gathering Place Senior Center and Conference Call-in

Call to Order: Nancy Mullen Call called the meeting to order at 4:38 pm

Pledge of Allegiance: Said by all present

Roll Call:

In Person: Nancy Mullen Call, Victor Dinsmoore, Dinah Haag, Leo Hughes, Linda Ringleka, Deb Rogers, Ingrid Turner, & Paul Turner

Via Conference Call: Pam Howe-Perry and Rosemary Russell

Also, In-Person: Doug Durand, Dawn Bousamra, Sabra Boyle, and Tim Markey

Approval of the January 18, 2023 Agenda – A motion to approve the agenda as amended (adding a third item under new business – the need to increase our operational reserve) was made by Ingrid Turner and seconded by Deb Rogers. All in-person board members said Aye. Motion approved.

Approval of Minutes from the previous meeting – December 21, 2022 – A motion to accept the minutes as presented was made by Linda Ringleka and seconded by Victor Dinsmoore. All in-person board members said Aye. Motion approved.

Welcome New Board Member, Dinah Haag – Nancy Mullen Call welcomed Dinah Haag to the BSR Board of Directors, introduced her to the Board Member and asked her to give the Board members a brief overview of her background. Dinah Haag summarized her background as a CNA prior to becoming the minister at the 1st Congregational Church of Frankfort and how becoming a member of the Board seemed like a natural progression.

Public Input: No public at the meeting

Information Items:

- A. Leadership Committee Report** – Nancy Mullen Call summarized the Leadership Committee's actions during Oct. – Dec. which included: Implementation of the annual and quarterly committee reporting procedures; Updates to the Strategic Plan have been initiated and still in progress; Reviewed possible avenues for application of a \$14k HDM vehicle donation (will coordinate with Fund Dev. Committee); Leadership Committee with the Governance Committee completed a multi-day 5 facility Senior Center Benchmarking tour and follow-up report; Met with the Executive Director and Assistant Director to review the content of the Benchmarking report for policies, procedures and facility information relevant to BSR. Actions planned for the next quarter include: Present the finalized Facility Benchmarking report along with the Executive Director's wish list for short, mid-range, and long range programmatic and facility changes; Work with Executive Director, Assistant Director, and the entire Board to review and adopt any newly identified goals and update the Strategic Plan accordingly.
- B. Fund Development Committee Report** – Ingrid Turner summarized the content of the latest Fund Development Committee meeting and what has been accomplished from Oct. – Dec. which included: The year-end appeal has now reached \$48k from 178 donors; A discussion on how to discern where the QR code money comes in from; They will be reaching out to Jamie Gray regarding the potential for holding a fundraising golf outing again in 2023; Doug Durand, Dawn Bousamra, and Linda Ringleka are discussing potential internships to support BSR. Ingrid Turner then summarized the plans for this quarter: They do not plan on hiring a marketing consultant at this time; They will continue to update the BSR website and Board Member Portal; Doug Durand will be contacting the Benzie County Human Collaborative to present the annual report as well various other municipalities and agencies in the county.

- C. Governance Committee Report** – Leo Hughes summarized the Governance Committee’s actions during Oct. – Dec. which included: Completing the update of New Board Member Orientation process with Doug Durand; Added Dinah Haag as a New Board Member – representing the Religious Faith Community; Completed the Facility Benchmarking Visits and reviewed the summary with the Leadership Committee. Focus for this quarter include: Continuing our efforts to expand the Board of Directors Membership up to 13-15 members focused on the underrepresented attributes/expertise; Finalize the Facility Needs Assessment Taskforce.
- D. Program/Personnel Committee Report** – Paul Turner summarized the Program/Personnel Committee’s actions during Oct. – Dec. which included: Beginning a section by section review of the Employee Handbook which so far has included Core Values, Probationary period with training and observation, Attendance/punctuality, Workplace violence prevention, Harassment, Conflict of Interest, Inclement weather, Paid time off, Public health emergency, Drug and Alcohol-free workplace; Review of the “Senior Needs Assessment” with discussion primarily regarding periodic evening entertainment programs and music which will be addressed with twice monthly evening events being offered at The Gathering Place; Development of a one page BSR services matrix to make it easier for clients to understand BSR’s full breadth of offerings as well as enabling Management and the Board to better understand the resources and budget required as well as the impact vs cost associated. Plans for the balance of the year include: Fully developing and presenting the one page summary; Continue to review the county-level survey and needs assessments; Develop and finalize the BSR Employee Handbook; Evaluation of four areas of the Strategic Plan that involve the Committee and advise the Board on their recommendations for update.
- E. Directors/Assistant Director’s Report** – Doug Durand summarized the key elements of his report which include: Plans to hold a Volunteer Recognition event April 17 & 18; Income tax season begins February 6th working with Northwest Michigan Action Agency supporting this year; Doug Durand has approached Family Fare (AJ) on helping with donation for “Produce Bingo” and Doug will be meeting with BACN as well to see if they can assist with donations; He is also working with the senior center organization in the Upper Peninsula to see how they are able to support the entire UP; The new Healthcare Director (Terri) starts Monday, January 23rd; Doug Durand has reached out to the Northwest Michigan Area Agency on Aging who is going to support Terri’s development as Healthcare Director; We tragically lost one of our Home Healthcare Aides who tragically passed away (our thoughts go out to her family and friends) she will be profoundly missed by all; BSR is now in need of 2 Home Healthcare Aides.
- F. Program/Services Report – October 2022** – Doug Durand general comments are included above in the Director’s report summary. He added that the Hearing Clinic service returned in December after being gone for several years and it is going well.
- G. Dawn Bousamra reported out on PR and Media communications.** Dawn Bousamra summarized the recent Benzie Record coverage of the gift bag and food bag programs; The Benzie Central School 7th graders made Christmas cards to be included with the gift bags was covered on Facebook; The tax services being offered may be covered in future edition; Starting in February the Betsie Current will begin running a series of 13 articles on BSR. Dawn Bousamra will continue to make updates to our Facebook page, the BSR Website, and the Portal (for Board Members)
- H. Board of Commissioners Update** – Tim Markey, County Commissioner, provided the following update: The County is working on the Natural Hazard Mitigation Plan with the Office of Mitigation Management; There is some new demographic data available from Networks Northwest and Tim will help us get access; January 3rd was the County’s Organization Meeting and Tim has been reappointed to cover the BSR meetings for another year; The County is searching for Equalization Director; The County is working on 2023 goals for the Commissioners and Administrator; They are updating various policies for the county; Their meetings will now be live streamed via YouTube, but will no longer offer input from viewers; The Opioid settlement dollars are currently being evaluated for how best to utilize them in the County.

Action Items:

- 1. Finance Committee Report on the December 2022 Financials with Board Approval of the December 2022 Financials** – Victor Dinsmoore advised that the Auditor presented the Audit report (which is included in today's BOD meeting packet) to the committee during their meeting earlier today and the audit team had no concerns. Victor Dinsmoore and Linda Ringleka brought up questions: The first was regarding liability insurance which prompted a good discussion amongst the Board on liability insurance coverages. Doug Durand will ask the insurance agent for BSR to provide a 1-page summary for BOD members to help them understand the level of coverage. The second question was surrounding MERS and Doug Durand provided a brief history for the Board. Victor Dinsmoore then advised the Board that the Audit Report will be an action next month, so all Board members have 30 days to review it. Victor then outlined the financial position as discussed during the Finance Committee meeting prior to the Board meeting and advised that the Committee recommends Board approval of the December financials. A motion to approve the December 2022 Financials was made by Paul Turner and seconded by Deb Rogers. Roll Call: Victor Dinsmoore – Yes; Dinah Haag – Yes; Leo Hughes – Yes; Linda Ringleka – Yes; Deb Rogers – Yes; Ingrid Turner – Yes; Paul Turner – Yes; and Nancy Mullen Call – Yes. Motion approved.
- 2. Review and sign the Annual Code of Ethics Declaration** – Doug Durand requested all Board members review and sign the Annual Code of Ethics Declaration and provide it to him once complete.

New Business:

- 1. Hand out the Draft of FY' 2022 Financial Audit for a 30-day review** – During "Action Item #1" all Board members were asked to review the Draft Fiscal Year 2022 Financial Audit and be prepared to vote on approval at next month's meeting.
- 2. Department of Labor Wage & Hour Division-Wage and Hour Compliance Review** – Doug Durand briefly outlined the plan to fulfill the compliance review request.
- 3. Advise the BOD on the need to increase the operational reserve fund** – The ongoing BSR plan was to earmark 3 months of expenses to be held in reserve to insure all BSR expenses can be covered. Last year the reserve was \$470,350 and for 2023 the forecasted reserve would be \$567,700. The recommendation will be to raise the earmarked money to \$567,700. This will be an action item for next month's meeting, but the Finance Committee wanted to give all Board Members and advanced notification.

Old Business:

- 1. None**

Board Round Table Discussion/Evaluation of Meeting – None

Adjournment: There being no further business to discuss all agreed to adjourn. Meeting adjourned at 6:26 pm.

Respectfully submitted:

Leo Hughes

Secretary, Benzie Senior Resources Board

NEXT MEETING: Wednesday, February 15th, 2023 at 4:30 p.m.

Location: The Gathering Place Senior Center, 10579 Main Street, Honor, MI 49640

**Benzie Senior Resources
Executive Directors Report
January 2023 – February 2023**

Items of Information

- The Income Tax Volunteer Preparers have started to pick up the return packets to start processing them. So far to date 108 packets have been given out to individuals to provide the necessary paperwork and to return to the office.
- We have been notified by the Grand Traverse Band of Ottawa and Chippewa Indians that we have been awarded a \$10,000 grant to go towards the purchase of a new HDM Delivery Vehicle. The award presentation will be held on February 10th at the Grand Traverse Resort.
- Has part of the final returning back to normal operations at TGP after the pandemic, the Senior Center Staff has now implemented 2 evening meals and activity programs each month and this was initiated in January. Response to these new offerings is off to a great start. We had a total of 92 participants combined for both evening events.
- I am still working with the Personnel/Program Committee on updating the Employee Handbook. We have gone through most of the more challenging policies. Also in progress are the New Home Healthcare Client Handbook and New Home Health Care Assistant Guide.
- Benzie Area Christian Neighbors have agreed to sponsor 3 months our new Produce Bingo after a presentation to their staff. I am still working on additional sponsors for this new program/activity.
- We will be conducting a Volunteer Recognition Event this April in conjunction with the National Volunteer Week. For the past 3 years, this annual in-person event was put on hold related to COVID-19.
- I have just started to do presentations regarding the 2022 Annual Report and within the next several weeks I will be putting together a meeting schedule of all the townships, villages, etc. meeting dates. With the assistance of Board Members, staff and I will then set up appointment times to present the 2022 BSR Annual Report as part of our community outreach plan.

Staffing Updates

- New ad placed for 1-2 Home Healthcare Aides/CNA. A new Homemaker just started on 2/6/2023.

Volunteer Report

- We had one new HDM volunteer complete their orientation.

Legislative News

Federal – President Biden is set to release his version of the 2024 Federal Budget sometime in early March. I don't know yet of any specific details relating to the Older American's Act Funding.

State – During Governor Whitmer's State of the State Address, she would like to repeal the Retirement Tax. In Governor Whitmer's recently released 2024 budget recommendations, there was not much mentioned for Older Michiganians Act funding increases. However, her recommendation is to increase Direct Care Worker Wages. I am waiting to see what the advocacy group; Silver Key will be focusing on for additional funding for nutrition and other in-home service programs.

Program Report for January 2023

Nutritional Programs

Home Delivered Meals

A total of 5,682 meals were provided to 194 clients in January 2023. The number of meals delivered also includes 77 shelf stable meals. **This is a decrease of 3.5% as compared to January 2022.**

Congregate Meals

In January 2023, we provided 1,544 congregate and takeout meals. **This is an increase of 34.4% as compared to January 2022.**

Year to date we have provided/delivered 30,265 meals. Overall, we are up by 323 additional meals as compared to the same period a year ago.

Other Programs

Homemaker Program – In January 2023, we provided 286 service hours to 89 clients. This is less than 1% increase over January 2022. Currently we have a waiting list of 15 clients.

Guardian Medical Monitoring – Currently we are paying for thirty-five clients. The waiting list has four clients.

Snow Removal – Contractors turned in 389 vouchers for reimbursement for snow plowing. We have signed up 167 individuals and this is the largest number ever for the program participation.

Benzie Bus Senior Rides – In January 2023, we paid for 1,535 regular senior rides in Benzie County; paid for 285 for regular in county medical appointments; 17 rides for the Healthrides for non-emergency appointments and 12 rides into Traverse City. This is a 49.2% increase as compared to January 2022. Nine new riders signed up in January 2023.

Information & Assistance - The agency handled 998 calls in January 2023 regarding Information and Assistance for services and questions related to older adults.

Senior Companion Program – The Senior Companion Program provided services to one senior client in Benzie County in January 2023.

Senior Oral Healthcare Program We did not receive any invoices from Dental Clinics North or Northwest Michigan Health Services for dental care.

Medicare/MMAP's – Our certified MMAP's counselor assisted eight clients in January 2023 with their Medicare/Medicaid services at no cost to them.

Foot Care – One client received in-home foot care and fifty-two clients attended the foot care clinic in January 2023.

Hearing Clinic – Nine individuals received hearing aid cleanings and evaluations at no cost to them in January 2023.

Estate Planning – Three individuals received services in January 2023 at no cost to them.

Emergency Senior Essential Needs Fund – BSR assisted five clients for financial assistance in January 2023. Financial support was provided for partial payment on two new furnaces, two for medical bills and one for an overdue propane bill. By paying this bill, the individual was able to obtain a tank fill.

The Gathering Place Senior Center – The Gathering Place Senior Center offered 18 core activities that 626-cumulative number of individuals participated in January 2023. **This is a 151% increase over January 2022.**

In-Home Care Services for January 2023 – Compared to January 2022, we had an increase of 6 clients and a 7% in the number of client visits.

Number of Home Health Care Clients

Month	Medicaid Waiver Care Management PACENorth	Sliding Scale Fee	Private Pay	Total Clients
October 2022	26	61	3	90
November 2022	27	66	3	96
December 2022	25	70	3	98
January 2023	26	72	3	101
February 2023				
March 2023				
April 2023				
May 2023				
June 2023				
July 2023				
August 2023				
September 2023				

Client Total Hours

Month	Medicaid Waiver Care Management PACENorth	Sliding Scale Fee	Private Pay	Assessments And Wound Care	Total Hours
October 2022	409	459.5	9.25	61	938.75
November 2022	410.25	472.25	20	49	951.5
December 2022	367.25	525.5	11.25	25	929
January 2023	325.5	541.5	17.5	38	922.5
February 2023					
March 2023					
April 2023					
May 2023					
June 2023					
July 2023					
August 2023					
September 2023					
TOTALS	1512	1998.75	58	173	3741.75

Client Total Visits

	RN Assessments	RN Med Management	Personal Care	Respite	Homemaking	In home Foot Care/ Wound care	Totals
October 2022	61	50	366	13	27	12	529
November 2022	49	51	368	7	37	8	520
December 2022	25	55	365	3	43	3	494
January 2023	38	53	367	5	39	1	503
February 2023							
March 2023							
April 2023							
May 2023							
June 2023							7

July 2023							
August 2023							
September 2023							
Totals	173	209	1466	28	146	24	2046

BENZIE SENIOR RESOURCES
Statement of Financial Position
As of January 31, 2023

	<u>Jan 31, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
001 · STATE SAVINGS BANK CHECKING	200,727.62
003 · STATE SAVINGS BANK HRA	176.91
011 · AMERICAN DEPOSIT MANAGEMENT	202,158.49
011.3 · BOARD DESIGNATED OP RESERV FUND	470,350.00
Total Checking/Savings	<u>873,413.02</u>
Accounts Receivable	
1200 · Accounts Receivable	21,555.38
Total Accounts Receivable	<u>21,555.38</u>
Other Current Assets	
109 · INVENTORY	15,168.03
1499 · Undeposited Funds	4,329.00
Total Other Current Assets	<u>19,497.03</u>
Total Current Assets	<u>914,465.43</u>
Fixed Assets	
150 · BUILDING	480,375.70
151 · VEHICLES	173,363.00
152 · EQUIPMENT	152,634.03
157 · LAND IMPROVEMENTS	1,800.00
160 · ACCUMULATED DEPRECIATION	(450,020.57)
Total Fixed Assets	<u>358,152.16</u>
TOTAL ASSETS	<u>1,272,617.59</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	45,047.47
Total Accounts Payable	<u>45,047.47</u>
Other Current Liabilities	
205 · PREPAID TRIP/INSURANCE	5,452.00
2100 · Payroll Liabilities	12,001.38
232 · AFLAC PAYABLE	1,019.01
Total Other Current Liabilities	<u>18,472.39</u>
Total Current Liabilities	<u>63,519.86</u>
Long Term Liabilities	
250 · MORTGAGE PAYABLE	99,637.05
253 · LEASE PAYABLE	5,206.23
260 · NET PENSION LIABILITY	503,007.00
Total Long Term Liabilities	<u>607,850.28</u>
Total Liabilities	<u>671,370.14</u>
Equity	
3900 · FUND BALANCE	491,471.91
Net Income	109,818.51
Total Equity	<u>601,290.42</u>
TOTAL LIABILITIES & EQUITY	<u>1,272,617.59</u>

BENZIE SENIOR RESOURCES
Statement of Financial Income & Expense
January 2023

	Jan 2023	Budget	\$ Change
ORDINARY INCOME/EXPENSE			
INCOME			
519.03 · TITLE III C2 INCOME	9,774.00	9,774.00	0.00
519.04 · FEDERAL USDA	57,338.76	32,000.00	25,338.76
519.05 MIPPA (MMAP)	350.00	0.00	350.00
519.06 WAIVER SNOW REMOVAL	865.00	270.00	
540 · GRANTS	1,050.00	9,585.00	(8,535.00)
561 - HDM WAIVER	2,119.00	1,772.00	347.00
642 · CHARGES FOR SERVICES/CONT	286.17	406.00	(119.83)
642.01 · FEE FOR SERVICE/CHORE	(66.00)	0.00	(66.00)
642.02 · FEE FOR SERVICE/HOMEMAKER	3,032.00	2,700.00	332.00
642.03 - FEE FOR SERV/SNOW REMOVAL	2,205.00	5,500.00	(3,295.00)
642.06 - BENZIE BUS HEALTH RIDE	140.00	150.00	(10.00)
642.1 - FEE FOR SLIDING SCALE CLIENTS	8,419.01	6,665.00	1,754.01
642.05 - FEE FOR PRIVATE PAY & INS	339.75	180.00	159.75
670 - CLIENT INCOME	8,764.24	10,365.00	(1,600.76)
671 - PACE NORTH Client Income	806.00	550.00	256.00
673 · NEWSLETTER SUB	30.00	30.00	0.00
675 · DONATIONS	9,934.12	13,245.00	(3,310.88)
676 · MILLAGE	102,577.17	102,577.00	0.17
677· FUNDRAISING INCOME	14,437.79	16,000.00	(1,562.21)
680 · VOLUNTEER WAGES (IN-KIND).	9,361.38	7,350.00	2,011.38
681 - IN-KIND (non-volunteer)	5,549.44	4,900.00	649.44
TOTAL INCOME	237,312.83	224,019.00	13,293.83
GROSS PROFIT	237,312.83	224,019.00	13,293.83
EXPENSE			
705 · SALARY AND WAGES	76,816.50	79,796.00	(2,979.50)
705.1 TRAVEL TIME	1,049.85	1,308.00	(258.15)
708 · PAYROLL TAX EXPENSE	5,782.11	5,231.00	551.11
708.1 UNEMPLOYMENT INSURANCE AGEN	1,323.71	500.00	823.71
709 · EDUCATION/TRAINING	29.00	315.00	(286.00)
710 · EVENTS	216.98	300.00	(83.02)
711 · TGPSC ACTIVITIES	197.59	350.00	(152.41)
717 · DUES/SUBSCRIPTIONS	(533.00)	0.00	(533.00)
721 · COMPUTER EXPENSES	3,195.15	2,850.00	345.15
725 · FRINGE BENEFITS	10,425.30	13,248.00	(2,822.70)
726 - FUNDRAISING/MARKETING EXP	0.00	400.00	(400.00)
727 · SUPPLIES	3,555.14	3,335.00	220.14
727.2 · OFFICE EXP	1,640.05	1,185.00	455.05
727.3 - POSTAGE	120.00	390.00	(270.00)
727.4 - ADVERTISING	104.02	550.00	(445.98)
740 · FOOD	22,050.68	19,670.00	2,380.68
819 · CONTRACTUAL	28,256.68	27,320.00	936.68

BENZIE SENIOR RESOURCES
Statement of Financial Income & Expense
January 2023

	Jan 2023	Budget	\$ Change
820 · VOLUNTEER WAGES (IN-KIND)	9,361.38	7,350.00	2,011.38
825 · VOLUNTEER EXPENSES	194.80	440.00	(245.20)
850 · TELEPHONE	573.98	520.00	53.98
861 · TRAVEL/MILEAGE/GAS	2,468.88	3,220.00	(751.12)
900 · INTEREST EXPENSE	253.34	265.00	(11.66)
910 · INSURANCE	4,105.80	4,100.00	5.80
915 · PROJECTS	7,687.17	5,735.00	1,952.17
920 · UTILITIES	2,370.21	2,870.00	(499.79)
940 · DEPRECIATION EXPENSE	3,398.88	3,550.00	(151.12)
980 · EQUIPMENT/REPAIRS	4,722.81	2,100.00	2,622.81
980.1 - OUTDOOR MAINTENANCE	2,601.20	2,000.00	601.20
980.2 - INDOOR MAINTENANCE	51.98	150.00	(98.02)
981-HDM FLEET MAINTENANCE/GAS	5,045.79	1,720.00	3,325.79
TOTAL EXPENSE	197,065.98	190,768.00	6,297.98
NET ORDINARY INCOME	40,246.85	33,251.00	6,995.85
OTHER INCOME/EXPENSES			
OTHER INCOME			
990 · INTEREST/DIVIDEND INCOME	1,809.41	375.00	1,434.41
999 - OTHER INCOME	0.00	350.00	(350.00)
TOTAL OTHER INCOME	1,809.41	725.00	1,084.41
OTHER EXPENSE			
999.1 · OTHER EXPENSE	0.00	80.00	(80.00)
99999 - LEGAL EXPENSE	0.00	165.00	(165.00)
TOTAL OTHER EXPENSE	0.00	245.00	(245.00)
NET OTHER INCOME	1,809.41	480.00	1,329.41
NET INCOME	42,056.26	33,731.00	8,325.26

BENZIE SENIOR RESOURCES
Statement of Financial Income & Expense
October 2022 - January 2023

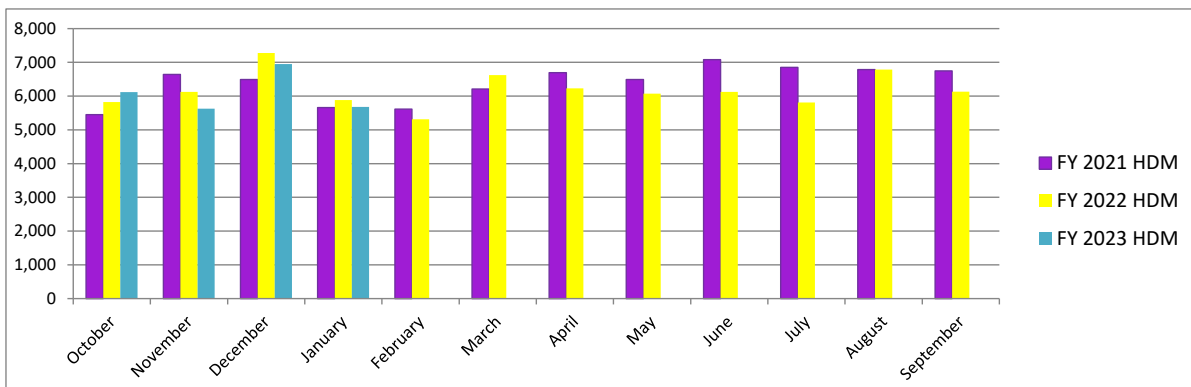
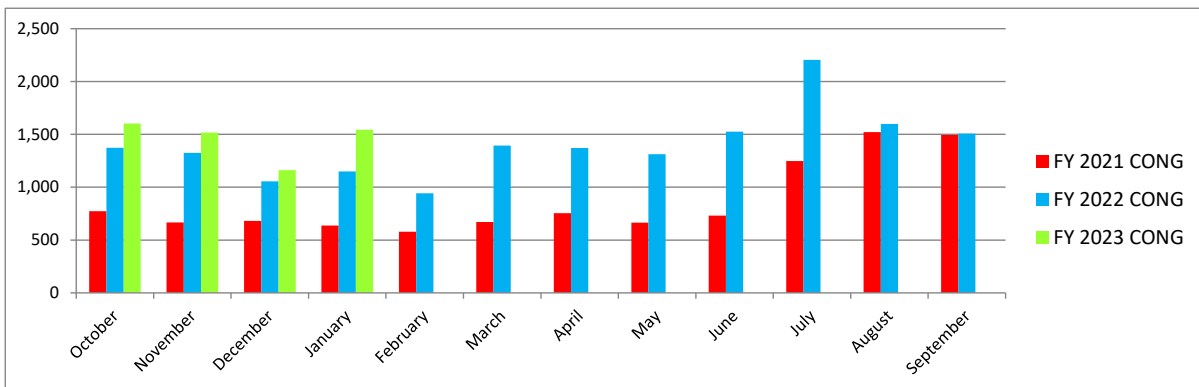
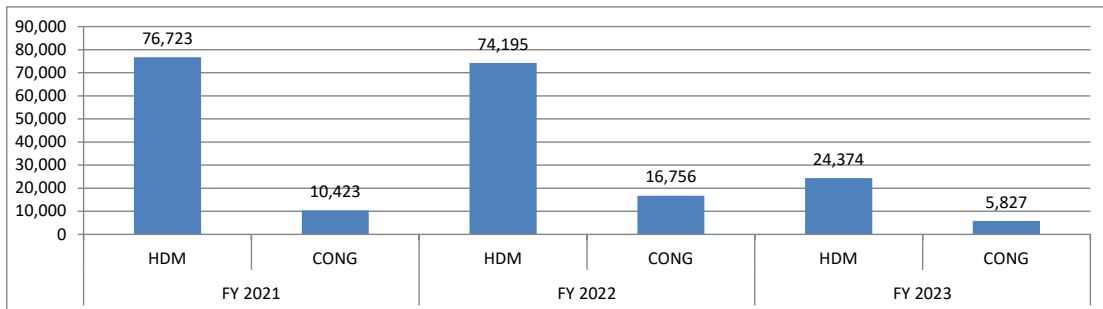
	Oct-Jan 2023	Budget	\$ Change
ORDINARY INCOME/EXPENSE			
INCOME			
519.03 · TITLE III C2 INCOME	39,096.00	39,096.00	0.00
519.04 · FEDERAL USDA	57,338.76	32,000.00	25,338.76
519.05 MIPPA (MMAF)	1,550.00	950.00	600.00
519.06 WAIVER SNOW REMOVAL	865.00	360.00	505.00
540 · GRANTS	51,350.00	38,340.00	13,010.00
561 - HDM WAIVER	6,636.50	5,317.00	1,319.50
642 · CHARGES FOR SERVICES/CONT	987.17	1,633.00	(645.83)
642.01 · FEE FOR SERVICE/CHORE	(298.00)	1,000.00	(1,298.00)
642.02 · FEE FOR SERVICE/HOMEMAKER	11,561.00	10,000.00	1,561.00
642.03 - FEE FOR SERV/SNOW REMOVAL	20,205.00	21,000.00	(795.00)
642.06 - BENZIE BUS HEALTH RIDE	450.00	600.00	(150.00)
642.1 - FEE FOR SLIDING SCALE CLIENTS	23,153.90	19,995.00	3,158.90
642.05 - FEE FOR PRIVATE PAY & INS	1,263.50	540.00	723.50
670 - CLIENT INCOME	32,136.68	31,880.00	256.68
671 - PACE NORTH Client Income	1,859.00	1,390.00	469.00
673 · NEWSLETTER SUB	180.00	120.00	60.00
675 · DONATIONS	45,485.64	54,160.00	(8,674.36)
676 · MILLAGE	410,308.68	410,308.00	0.68
677· FUNDRAISING INCOME	65,147.22	62,870.00	2,277.22
680 · VOLUNTEER WAGES (IN-KIND).	29,943.96	29,400.00	543.96
681 - IN-KIND (non-volunteer)	5,549.44	4,900.00	649.44
TOTAL INCOME	804,769.45	765,859.00	38,910.45
GROSS PROFIT	804,769.45	765,859.00	38,910.45
EXPENSE			
700 - ACCOUNTING FEES	8,000.00	7,600.00	400.00
705 · SALARY AND WAGES	319,674.81	326,083.00	(6,408.19)
705.1 TRAVEL TIME	5,734.92	6,085.00	(350.08)
708 · PAYROLL TAX EXPENSE	19,624.06	24,691.00	(5,066.94)
708.1 UNEMPLOYMENT INSURANCE AGENCY	1,547.71	2,250.00	(702.29)
709 · EDUCATION/TRAINING	773.90	1,260.00	(486.10)
710 · EVENTS	668.86	1,200.00	(531.14)
711 · TGPSC ACTIVITIES	739.34	1,400.00	(660.66)
717 · DUES/SUBSCRIPTIONS	4,046.00	3,700.00	346.00
720 - BAD DEBT	61.00	0.00	61.00
721 · COMPUTER EXPENSES	12,435.11	11,400.00	1,035.11
725 · FRINGE BENEFITS	(4,201.36)	9,163.00	(13,364.36)
726 - FUNDRAISING/MARKETING EXP	2,544.20	1,600.00	944.20
727 · SUPPLIES	14,038.01	13,325.00	713.01
727.2 · OFFICE EXP	5,656.98	4,740.00	916.98
727.3 - POSTAGE	1,509.11	1,560.00	(50.89)
727.4 - ADVERTISING	1,848.58	2,200.00	(351.42)

BENZIE SENIOR RESOURCES
Statement of Financial Income & Expense
October 2022 - January 2023

	Oct-Jan 2023	Budget	\$ Change
740 · FOOD	84,254.19	78,665.00	5,589.19
819 · CONTRACTUAL	78,652.63	79,505.00	(852.37)
820 · VOLUNTEER WAGES (IN-KIND)	29,943.96	29,400.00	543.96
825 · VOLUNTEER EXPENSES	3,531.71	4,175.00	(643.29)
850 · TELEPHONE	2,167.43	2,080.00	87.43
861 · TRAVEL/MILEAGE/GAS	14,005.36	15,285.00	(1,279.64)
900 · INTEREST EXPENSE	1,008.87	1,060.00	(51.13)
910 · INSURANCE	19,893.52	21,400.00	(1,506.48)
915 · PROJECTS	13,402.55	10,530.00	2,872.55
920 · UTILITIES	11,299.61	11,465.00	(165.39)
940 · DEPRECIATION EXPENSE	13,595.52	14,200.00	(604.48)
980 · EQUIPMENT/REPAIRS	11,826.82	8,400.00	3,426.82
980.1 - OUTDOOR MAINTENANCE	2,691.17	3,880.00	(1,188.83)
980.2 - INDOOR MAINTENANCE	259.01	600.00	(340.99)
981-HDM FLEET MAINTENANCE/GAS	18,939.93	6,880.00	12,059.93
TOTAL EXPENSE	700,173.51	705,782.00	(5,608.49)
NET ORDINARY INCOME	104,595.94	60,077.00	44,518.94
OTHER INCOME/EXPENSES			
OTHER INCOME			
990 · INTEREST/DIVIDEND INCOME	4,798.80	1,500.00	3,298.80
999 - OTHER INCOME	423.77	1,400.00	(976.23)
TOTAL OTHER INCOME	5,222.57	2,900.00	2,322.57
OTHER EXPENSE			
999.1 · OTHER EXPENSE	0.00	330.00	(330.00)
99999 - LEGAL EXPENSE	0.00	670.00	(670.00)
TOTAL OTHER EXPENSE	0.00	1,000.00	(1,000.00)
NET OTHER INCOME	5,222.57	1,900.00	3,322.57
NET INCOME	109,818.51	61,977.00	47,841.51

Benzie Senior Resources
HDM/Cong comparison
Units Served 2021-2022-2023

	FY 2021		FY 2022		FY 2023	
	HDM	CONG	HDM	CONG	HDM	CONG
October	5,451	774	5,827	1,374	6,116	1,603
November	6,644	666	6,124	1,324	5,627	1,518
December	6,490	682	7,274	1,055	6,949	1,162
January	5,658	638	5,881	1,149	5,682	1,544
February	5,616	579	5,314	942		
March	6,212	671	6,622	1,394		
April	6,695	754	6,230	1,370		
May	6,495	664	6,073	1,313		
June	7,079	731	6,123	1,526		
July	6,853	1,247	5,810	2,204		
August	6,786	1,522	6,786	1,599		
September	6,744	1,495	6,131	1,506		
total meals	76,723	10,423	74,195	16,756	24,374	5,827



January 2023 Journal Entry Summary

- 866. JE to void bill for Record Patriot
- 867. JE to record monthly depreciation expense (non-cash transaction) *
- 868. JE to record donated food from Feeding America
- 869. JE to record inventory at month end *
- 870. JE to record donated items for Christmas Gift bags
- 871. JE to reclass payroll health insurance deductions from “uncategorized” to appropriate class, i.e. Home Health and Admin *
- 872. JE to record payroll wages/taxes across all programs – original payroll entry posts to one class *
- 873. JE to record 401K payroll deferrals across all programs - original payroll entry posts to one class *
- 874. JE to reclass payroll mileage reimbursements from “uncategorized” to appropriate class, i.e. Home Health and Admin *
- 875. JE to reclass payroll reimbursement to employee for CPR class
- 876.** JE to record volunteer hours in-kind wages *

* **Monthly recurring Journal Entries.**

BENZIE SENIOR RESOURCES
Monthly Journal Entries
January 2023

Trans #	Type	Date	Num	Memo	Debit	Credit
130845	Discount	01/15/2023	866		585.00	585.00
					585.00	585.00
131291	General Journal	01/31/2023	867	TO RECORD DEPRECIATION TO RECORD DEPRECIATION	3,398.88	3,398.88
					3,398.88	3,398.88
131474	General Journal	01/30/2023	868	to record donated food - Feeding America, Inv #886693, dated 1/30/23 to record donated food - Feeding America, Inv #886693, dated 1/30/23	113.44	113.44
					113.44	113.44
131482	General Journal	01/31/2023	869	adjust Inventory to actual adjust Inventory to actual adjust Inventory to actual adjust Inventory to actual adjust Inventory to actual	714.04	424.85 74.97 182.08 32.14
					714.04	714.04
131483	General Journal	01/01/2023	870	donated items for Christmas bags - Community Churches donated items for Christmas bags - Community Churches	5,436.00	5,436.00
					5,436.00	5,436.00
131484	General Journal	01/31/2023	871	TO RECORD PAYROLL INSURANCE DEDUCTION SPREAD BY PROG... TO RECORD PAYROLL INSURANCE DEDUCTION SPREAD BY PROG... TO RECORD PAYROLL INSURANCE DEDUCTION SPREAD BY PROG... TO RECORD PAYROLL INSURANCE DEDUCTION SPREAD BY PROG... TO RECORD PAYROLL INSURANCE DEDUCTION SPREAD BY PROG... TO RECORD PAYROLL INSURANCE DEDUCTION SPREAD BY PROG... TO RECORD PAYROLL INSURANCE DEDUCTION SPREAD BY PROG... TO RECORD PAYROLL INSURANCE DEDUCTION SPREAD BY PROG... TO RECORD PAYROLL INSURANCE DEDUCTION SPREAD BY PROG... TO RECORD PAYROLL INSURANCE DEDUCTION SPREAD BY PROG... TO RECORD PAYROLL INSURANCE DEDUCTION SPREAD BY PROG... TO RECORD PAYROLL INSURANCE DEDUCTION SPREAD BY PROG... TO RECORD PAYROLL INSURANCE DEDUCTION SPREAD BY PROG...	706.21 116.46 2.78 27.82 97.03 35.90 22.04 27.82 17.40 177.40 16.27 47.50	
					1,294.63	
					1,294.63	1,294.63
131486	General Journal	01/31/2023	872	TO RECORD PAYROLL SPREAD BY PROGRAM TO RECORD PAYROLL SPREAD BY PROGRAM TO RECORD PAYROLL SPREAD BY PROGRAM TO RECORD PAYROLL SPREAD BY PROGRAM TO RECORD PAYROLL SPREAD BY PROGRAM TO RECORD PAYROLL SPREAD BY PROGRAM TO RECORD PAYROLL SPREAD BY PROGRAM	9,194.06 115.64 860.69 4,332.23 9,402.38 921.96 834.34	

BENZIE SENIOR RESOURCES
Monthly Journal Entries
January 2023

Trans #	Type	Date	Num	Memo	Debit	Credit
				TO RECORD PAYROLL SPREAD BY PROGRAM	838.75	
				TO RECORD PAYROLL SPREAD BY PROGRAM	6,824.42	
				TO RECORD PAYROLL SPREAD BY PROGRAM	2,203.30	
				TO RECORD PAYROLL SPREAD BY PROGRAM	3,036.46	
				TO RECORD PAYROLL SPREAD BY PROGRAM		38,564.22
				TO RECORD PAYROLL SPREAD BY PROGRAM	964.80	
				TO RECORD PAYROLL SPREAD BY PROGRAM	5.67	
				TO RECORD PAYROLL SPREAD BY PROGRAM	125.23	
				TO RECORD PAYROLL SPREAD BY PROGRAM	355.46	
				TO RECORD PAYROLL SPREAD BY PROGRAM	830.10	
				TO RECORD PAYROLL SPREAD BY PROGRAM	111.10	
				TO RECORD PAYROLL SPREAD BY PROGRAM	125.23	
				TO RECORD PAYROLL SPREAD BY PROGRAM	129.81	
				TO RECORD PAYROLL SPREAD BY PROGRAM	443.98	
				TO RECORD PAYROLL SPREAD BY PROGRAM	165.65	
				TO RECORD PAYROLL SPREAD BY PROGRAM	273.41	
				TO RECORD PAYROLL SPREAD BY PROGRAM		3,530.45
					42,094.67	42,094.67
131487	General Journal	01/31/2023	873	reclass ER MATCH 401k		1,181.37
				reclass ER MATCH 401k	170.62	
				reclass ER MATCH 401k	85.57	
				reclass ER MATCH 401k	1.89	
				reclass ER MATCH 401k	22.66	
				reclass ER MATCH 401k	113.77	
				reclass ER MATCH 401k	149.88	
				reclass ER MATCH 401k	26.87	
				reclass ER MATCH 401k	22.66	
				reclass ER MATCH 401k	19.37	
				reclass ER MATCH 401k	56.23	
				reclass ER MATCH 401k	410.88	
				reclass ER MATCH 401k	100.97	
					1,181.37	1,181.37
131488	General Journal	01/31/2023	874	reclass payroll rembursements		87.50
				reclass payroll rembursements - CPR expenses	87.50	
					87.50	87.50
131489	General Journal	01/31/2023	875	reclass		2,468.88
				reclass	2,468.88	
					2,468.88	2,468.88
131512	General Journal	01/31/2023	876	TO RECORD INKIND WAGES	9,240.00	
				TO RECORD INKIND WAGES		9,240.00
				TO RECORD INKIND WAGES	121.38	
				TO RECORD INKIND WAGES		121.38

BENZIE SENIOR RESOURCES
Monthly Journal Entries
January 2023

Trans #	Type	Date	Num	Memo	Debit	Credit
					9,361.38	9,361.38
TOTAL					66,735.79	66,735.79

ACTION ITEMS

Memorandum



To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: February 23, 2023

Subject: **Ambulance Purchase**

Attached you will find communication from EMS Director Tom King regarding the purchase of an ambulance. The lead time to take possession of a fully equipped ambulance is 18-24 months, given supply and demand. Therefore, the ambulance requested for approval will not arrive until the 24/25 fiscal year.

The purchase of this ambulance is being planned for and by purchasing now, we're working to ensure sufficient vehicles to operate our emergency medical services division.

Recommended Motion:

That the Board of Commissioners approves the purchase of one E-450 Ambulance from RSVP, Inc. in the not to exceed amount of \$218,129, with funds available in fund 214, Emergency Medical Services, and authorizes the Board Chair to sign the necessary documents for purchase and taking possession of the unit.



BENZIE COUNTY EMS

Thomas M. King
Director of Operations
448 Court Place
Beulah, MI 49617
231-383-5779
tking@benzieco.net

2/22/23

BOC Agenda Item for 2/28/2023

Department: EMS

Project: Ambulance purchase for 2024/2025 budget

No Budget amendment needed.

Price: \$218,129.00

Ambulance Quote from RSVP provided. BCEMS purchases AEV ambulances from RSVP.

Funding is adequate.

EMS Advisory Committee approved purchase in January 2023 meeting

Purchase agreement will be generated by RSVP and will need to be signed once the County has approved this purchase.

Thomas M. King

Thomas M. King
Director of Operations
Benzie County EMS

Benzie County EMS
Advisory Committee Meeting
MINUTES



The Benzie County EMS Advisory Committee met on Wednesday, January 25, 2023, in the Governmental Center in Room 121, 448 Court Place, Beulah, MI 49617.

The meeting was called to order by Mike Mead at 1:00 p.m. Commissioner Roelofs then took over the meeting.

Present: Mike Mead, Steve Adams, Mary Dort, Jim Franke, Gaylord Jowett, Commissioner Bob Roelofs, Chris Parrish (Non-voting member)

Absent: None

Also Present: Rose Roelofs, Tom King

I. January Assignment of Officers:

a. Chair:

Mike Mead was nominated. Approved. Meeting was handed back to Mead.

b. VS Chair:

Gaylord Jowett was nominated. Approved

c. Secretary:

Rose Roelofs was nominated as the Administrators liaison.

II. Additions to/Approval of Agenda:

By consensus, the agenda was approved as presented.

III. Additions/Changes/Approval to December 2022 Minutes:

No changes carried Unanimously.

IV. Public Input:

Mr. Drury asked about the Ad hoc Committee, (1) who is on it, Commissioner Markey, Commissioner Nye, Commissioner Roelofs, EMS Director Tom King, and EMS Advisory Committee Chair, Mike Mead and (2) what is the purpose, to look over bylaws, discuss who should be appointed to the committee, and to discuss what the committee should be doing. It was also mentioned that the Fire Chiefs representative is approved by the Fire Chiefs and then goes to the Board of Commissioners.

V. Treasurer Report:

Not present/Tom did give an update on the accounts.

VI. Old Business

a. Fleet Report

- i. 21 Honor: Good
- ii. 23 Honor: Good, upper corner damage:
This vehicle was backed into a garage, and we may have some cosmetic damages to vehicle, and will have to fix the house.
- iii. 31 Frankfort: Having engine work done:
Vehicle is currently in Big Rapids getting a second opinion. May need \$3,000-4,000 worth of work done.
- iv. 31 Backup: Running good.
- v. 33 Day Car: Running Good

b. Covid-19 Preparedness:

No new news

c. Education:

d. 911/EMS Expansion on the Frankfort property/acquisition/new ambulance station:

No new news to report currently.

e. Billing for special events:

Talked about last meeting that we could charge out of county events, talk about the difference between nonprofit and for-profit events, or if the event wants an ambulance at all time verse only temporarily. Asked to get clarification from the County Administrator.

VII. New Business

a. Ambulance Purchase:

Spring of 2025 ambulance will need to be ordered and not to exceed \$218,129.00.

This will come out of fiscal year 24-25.

Motioned by Jowett, second by Jim. Carried Unanimously.

VIII. 2023 Meeting dates and locations:

Would like to move to Room 121 unless we start seeing an influx of attendance. Asked Rose to reserve the room and get onto the calendars.

IX. Committee Go-Around

Gaylord Jowett spoke about having a death in T-Ville, expressed how quick the response time was and how Benzie County is very fortunate to have a great working relationship.

Bob Roelofs invited everyone to the Benzie Central football game to recognize Veterans, Fire, Police that provides service in the county. The game will be at Benzie Central on September 8, 2023.

Brad Drury asked about indicators that could possibly be changed. He mentioned that paperwork would be involved. So, ambulance drivers and personnel on scene would know the status of where people are coming from for eta's.

Cory Ellis mentioned that the Ops channels are changing in mid-February. The orange button is coming on the radio. He also gave the heads up that the county went into an agreement on who is responsible for the upkeep and the status of the radios that are out in the county.

X. Public Input:

None

XI. Adjourn:

Motioned by Jowett seconded by Franke. Carried unanimously. Meeting adjourned at 1:51p.m...

**SOLID WASTE COLLECTION SERVICES CONTRACT FOR
ELECTRONIC WASTE COLLECTION SERVICES**

THIS SOLID WASTE COLLECTION SERVICES CONTRACT FOR ELECTRONIC WASTE COLLECTION SERVICES (the "Agreement") is made and entered into by and between **BENZIE COUNTY**, a political subdivision of the State of Michigan, with offices located at the Government Center, 448 Court Place, Beulah, MI 49617 (the "County") and **BAY AREA RECYCLING FOR CHARITIES**, whose business address is 14407 Industrial Drive, Kaleva, Michigan 49645 (the "Contractor").

RECITALS

WHEREAS, the County is engaged in various waste collection and waste recycling activities; and

WHEREAS, the County has requested proposals from qualified companies interested in performing Electronic Waste Collection Services for the County (the "Services"); and

WHEREAS, the Contractor has submitted a proposal to the County to furnish all labor, materials, tools, equipment, permit fees, and services necessary to perform and complete the work the County required for the Services (the "Proposal"); and

WHEREAS, the Contractor meets all the licensing and other certifications and authorizations required by federal and state laws and regulations; and

WHEREAS, the County accepts the Contractor's Proposal subject to the terms and conditions of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual promises and agreements herein set forth, the parties agree as follows:

1. **SERVICES TO BE PERFORMED BY THE CONTRACTOR.** The Contractor shall collect, load, transport, and process electronic wastes ("Waste") collected and stockpiled by County residents consistent with the specifications set forth in the County's Request for Service Bids (the "RFB") and the Proposal. A copy of said RFB is attached to this Agreement labeled Attachment A and the Proposal is attached to this Agreement labeled Attachment B. The attached Attachment A and Attachment B are incorporated by reference into this Agreement and are made a part thereof.

As part of the Services, the Contractor shall provide all equipment, materials, machinery, vehicles, and labor necessary to process and transport the Waste generated from the 2 one-day collections to be held on June 3, 2023 at Frankfort High School located at 534 11th Street, Frankfort, Michigan 49635, and on August 12, 2023 at the Benzie County Road Commission located at 11318 US 31, Honor, Michigan 49640, respectively (collectively, the "Collection Sites") from 9:00 a.m. to 1:00 p.m. (EST). The County may not reschedule the collections without the prior written consent of the Contractor. The Contractor's consent will not be unreasonably withheld.

The primary interface between the Contractor and the County shall be through the Benzie County Solid Waste/Recycling Department Director (the "Director"). The Director shall be responsible for the coordination of the Contractor's work at the Collection Sites. The Contractor guarantees its performance of the Services required under this Agreement and shall submit to the personal inspection of such Services by the Director and by such other representative or agent as may be designated by the County. The Contractor shall see that all work done pursuant to this Agreement is accomplished with work forces and equipment which are adequate to ensure the satisfactory performance of the Services set forth in Attachment A and Attachment B.

Failure to perform such Services adequately or timely may be excused only by adverse conditions caused by weather or similar hindrances beyond the control of the Contractor. In the event the Contractor is unable to perform the Services, the Contractor shall provide an alternative service provider at no added expense to the County. If the County has to supply an alternative service provider, the Contractor will be billed for any additional costs incurred and shall be responsible for payment of same.

2. **AGREEMENT PERIOD.** This Agreement shall become effective on the date on which it has been fully signed by the authorized representatives of both parties (the "Effective Date"). All Services, including all items on the final punch list and clean-up at the Collection Sites, shall be completed by no later than the 31st day of December 2023 (the "Completion Date"). This Agreement may be extended for up to 1 additional 1-year term by mutual written agreement of the parties. It is also understood and agreed by the parties hereto that all obligations of the Contractor set forth in this Agreement which extend to beyond the Completion Date of the Services shall survive said completion and remain in full force and effect for the time set for the performance of said obligations.

3. **TERMINATION BY THE COUNTY.** Notwithstanding any other provision in this Agreement to the contrary, the County may terminate this Agreement, with or without cause, upon 15 calendar days' prior written notice to the Contractor. In the event this Agreement is prematurely terminated without cause (i.e., for reasons other than the Contractor's breach of the terms of this Agreement) as set forth herein, the Contractor shall be compensated for services completed as of the effective date of termination in accordance with Section 2 of this Agreement. A material breach of the Agreement includes, but is not limited to, the following:

- A. The Contractor's failure to perform the Services set forth in Attachment A and Attachment B in a timely or effective manner, and failure to correct the deficiency within 30 days after receiving written notice from the County of such failure.
- B. The Contractor's violation of any municipal, county, state, or federal law, rule, or regulation in the performance of the Services set forth in Attachment A and Attachment B.
- C. The voluntary commencement by the Contractor of bankruptcy proceedings under any chapter of the U. S. Bankruptcy Code, as now or hereafter in effect.
- D. The filing of a petition against the Contractor under any chapter of the U.S. Bankruptcy Code, as now or hereafter in effect, at the time of said filing, or the filing of a petition seeking any such equivalent or similar relief against the Contractor under any other federal or state law in effect at the time.

- E. The Contractor's assignment of this Agreement or any portion thereof, or assignment of any of its performance obligations required by Attachment A or Attachment B without the prior written approval of the County.
- F. The Contractor's failure to take prompt corrective action with respect to complaints received as set forth in Paragraph 7 of this Agreement.

4. **TERMINATION BY THE CONTRACTOR.** The Contractor may stop Services or terminate this Agreement if, through no act or fault of the Contractor, the County suspends the Services for a period of more than 90 calendar days. Under this circumstance, the Contractor may, upon 7 days' written notice to the County, terminate this Agreement and recover from the County payment for completed Services.

5. **COMPENSATION.** It is expressly understood and agreed that the Contractor shall be compensated for all Services performed under this Agreement in the manner and at the rates specified in Attachment B. After each collection, the Contractor shall submit an invoice to the County. Each invoice, at a minimum, shall list the categories of items collected, the number of units of each item collected, the total price of the units of each item collected, and the total sum due for the collection being billed. The Contractor is also responsible for submitting invoices and appropriate supporting documentation to the County reflecting all personnel, transportation, and labor expenses incurred in the execution of this Agreement as well as costs attributed to the disposal of the Waste. The County shall process and pay the Contractor the sum correctly billed to it in accordance with the County's procedure for payment of Accounts Payable within 30 calendar days after the County has received all of the following:

- A. The bills stating the Services have been completed on or before the date of invoicing and total sum due.
- B. Verification of said completion from the Inspector(s) (defined below) designated by the County pursuant to Section 6 of this Agreement.
- C. Before payment of the bill, the County may require that it be provided with proof that the Contractor has paid its employees and any suppliers and/or subcontractors providing materials or performing services under this Agreement.

Completion of the Services being billed shall be to the satisfaction of the County's Inspector(s). The Inspector(s) shall conduct an inspection before payment of any bill submitted pursuant to this Section within 5 business days of the County's receipt of a bill.

6. **EXAMINATION OF EXISTING FACILITY, QUALITY OF WORKMANSHIP AND INSPECTION OF WORK.** The Contractor shall be responsible for examining the Collection Sites' existing conditions in order to gain full information under which the work is to be carried out. Failure of the Contractor to inform itself shall in no way relieve the Contractor from the necessity to complete the work without additional cost to the County.

All work done by the Contractor under this Agreement shall be performed in a skillful and workmanlike manner, and according to applicable local and State of Michigan codes. The Contractor shall

only employ persons who are skilled in the work to be performed. The County may in its sole discretion require the Contractor to remove any worker that the County deems incompetent or careless.

The County shall designate the Department and such other individual or individuals it may desire to act as its representative(s) in the inspection of work done by the Contractor under this Agreement (the "Inspector(s)"). The Inspector(s) shall periodically inspect the work done by the Contractor under this Agreement to ensure that such work is in accordance with the requirements set forth in Section 1 of this Agreement.

The inspections to be conducted by the Inspector(s) shall include, but not be limited to, inspection of the work completed by the Contractor upon notification from the Contractor of having substantially completed the Services and on completion of all items on the final punch list, but prior to the Contractor receiving compensation therefore as set forth in Section 5 of this Agreement. In the event the Inspector(s) discovers that any of the work is not in compliance with the requirements of this Agreement, and applicable Federal, State, or local laws, ordinances, rules, regulations, and codes, or is otherwise defective, he/she/they shall deliver to the County and the Contractor written notification of such defects or failure to comply with this Agreement. The County may, without any additional cost to the County other than that agreed to in Section 5, require the Contractor to correct such defects, deviations from, or non-compliance with the requirements of this Agreement, or the requirements of applicable Federal, State, or local laws, ordinances, rules, regulations, and codes prior to compensating the Contractor under this Agreement.

Any inspection(s) by the County, as authorized by this Section 6, shall not relieve the Contractor from any responsibility regarding defects or other failures to meet the requirements of this Agreement.

7. **WARRANTIES.** The Contractor warrants that it meets all Federal, State, and local licensing, certifications, and authorization requirements to perform all the work required.

8. **CLEANING UP.** The Contractor and its subcontractors shall at all time keep the Collection Sites and surrounding area free from accumulation of waste material or rubbish caused by its operations. Complete clean-up and removal from the work area of all debris resulting from the Contractor's work is required, including sweeping the concrete and removing any debris. The Collection Sites are to be left in as good a condition as before the Services were rendered. The Contractor shall be responsible for paying for and hauling away any debris and waste resulting from the Services. At the completion of the Services, the Contractor shall remove all remaining waste material and rubbish from and about the Collection Sites, as well as its tools, equipment, and machinery.

If the Contractor fails to clean up during and at the completion of the Services, the County may do so and the cost thereof shall be charged to the Contractor, deducted from the Contractor's invoice.

9. **OWNERSHIP AND RESPONSIBILITY FOR MATERIAL COLLECTED.** Handling of all Waste is the responsibility of the Contractor. All participants will be directed to remain in their vehicles as the Waste is removed by the Contractor.

10. PROTECTION OF PERSONS AND PROPERTY.

- A. The Contractor shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the Services to perform under this Agreement.
- B. The Contractor shall take all reasonable precautions for safety of, and shall provide all reasonable protection to prevent damage, injury, or loss to:
 - i. All its and the County's employees at the Collection Sites and all other persons who may be affected thereby.
 - ii. Other property at the Collection Sites or adjacent thereto.
- C. The Contractor shall give all notices and comply with all applicable laws, ordinances, rules, and regulations and lawful orders of any public authority bearing on the safety of persons or property or their protection from damage, injury, or loss.
- D. The Contractor shall erect and maintain, as required by existing conditions and progress of the Services, all reasonable safeguards for safety and protection, including, but not limited to, posting danger signs and other warnings against hazards and setting up barriers where needed.
- E. The Contractor shall promptly repair or remedy all injury, damage, or loss to any property that is caused in whole or in part by the Contractor, any subcontractor, any sub-subcontractor or anyone directly or indirectly employed by them, or by anyone for whose acts any of them may be liable and for which the Contractor is responsible under subsection B of this Section.
- F. Under no circumstances shall any equipment of any kind or materials being used be left unattended at the Collection Sites.
- G. The foregoing obligations of the Contractor are in addition to its obligations under Section 15 of this Agreement.

11. COMPLIANCE WITH THE LAW AND OBTAINING PERMITS.

- A. In performing its responsibilities under this Agreement, the Contractor shall comply with all applicable Federal, State, and local laws, ordinances, codes, rules, and regulations.
- B. The Contractor shall secure and pay for all permits and governmental fees, licenses, and inspections necessary for the Services.
- C. The Contractor and its subcontractors shall comply with the Michigan Occupational Safety and Health Act, 1974 PA 154, as amended, ("OSHA") and regulations promulgated pursuant thereto. If during the progress of the Services, it is discovered that the Contractor

has failed to comply with OSHA, its regulations, or other applicable Federal, State, or local laws, ordinances, and regulations, the Contractor and its subcontractors shall take such steps as necessary to comply, at no additional cost to the County.

- D. The Contractor and its subcontractors shall be held responsible for the safety of their employees and any unsafe acts or conditions that may cause injury or damage to any persons or property within and around the Collection Sites under this Agreement.
- E. If the Contractor or any subcontractor uses any product at the Collection Sites which contains any ingredient that could be hazardous or injurious to a person's health, a Material Safety Data Sheet must be submitted to the County Administrator's Office prior to commencement of work.
- F. Breach of this Section 11 shall be regarded as a material breach of this Agreement, and in the event the Contractor, its subcontractors, and sub-subcontractors are found not to be in compliance with this subsection, the County may terminate this Agreement effective as of the date of delivery of written notification to the Contractor.

12. **APPLICABLE LAW AND VENUE.** This Agreement shall be subject to, governed by, and construed according to the laws of the State of Michigan. It is expressly understood and agreed that any legal or equitable action that arises out of or regarding this Agreement shall be in Michigan Courts whose jurisdiction and venue shall be established in accordance with the statutes of the State of Michigan and Michigan Court Rules. In the event any action is brought in or moved to Federal Court, the venue for such action shall be the Federal Judicial District of Michigan, Western District, Southern Division.

13. **NON-DISCRIMINATION.** The Contractor, as required by law, shall not discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, height, disability which is unrelated to the individual's ability to perform the duties of a particular job or position, weight, marital status or political affiliation.

The Contractor shall adhere to all applicable Federal, State, and local laws, ordinances, rules, and regulations prohibiting discrimination, including, but not limited to, the following: (i) the Elliott-Larsen Civil Rights Act, 1976 PA 453, as amended; (ii) the Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended; (iii) Section 504 of the Federal Rehabilitation Act of 1973, P.L. 93-112, 87 Stat 355, as amended, and regulations adopted thereunder; and (iv) the Americans with Disabilities Act of 1990, P.L. 101-336, 104 Stat 327 (42 USC §12101 *et seq.*), as amended, and regulations promulgated thereunder.

Breach of this Section shall be regarded as a material breach of this Agreement.

14. **INDEPENDENT CONTRACTOR.** It is expressly understood and agreed that the Contractor, its subcontractors, and sub-subcontractors, shall be deemed an independent contractor and not employees or officers of the County. Any and all employees, agents, assigns, members, or associates of the Contractor or other persons, while engaged in the Services required to be performed by the Contractor, shall in no way be deemed to be and shall not hold themselves out as employees, servants, agents, or officials of the County, and shall not be entitled to any fringe benefits of the County, such as, but not

limited to, health and accident insurance, life insurance, paid vacation or sick leave, or longevity. The Contractor, its subcontractors, and sub-subcontractors shall be responsible for paying all salaries, wages, and other compensation which may be due their employees or agents for performing work under this Agreement and for the withholding and payment of all applicable taxes, including, but not limited to, income and social security taxes, to the proper Federal, State, and local governments.

Any and all claims that might arise on behalf of employees, subcontractors, or sub-subcontractors of the Contractor as a consequence of any act or omission on the part of said employees, subcontractors, or sub-subcontractors of Contractor shall in no way be the obligation or responsibility of the County. The Contractor fully understands all consequences, financial and legal, of the status of an independent contractor.

15. INDEMNIFICATION AND HOLD HARMLESS. The Contractor shall, at its own expense, protect, defend, indemnify, and hold harmless the County, and its elected and appointed officers, employees, and agents from all claims, damages, costs, law suits and expenses, including, but not limited to, all costs from administrative proceedings, court costs, and attorney fees that they may incur as a result of any acts, omissions, or negligence of the Contractor or any of its officers, employees, agents, or subcontractors which may arise out of this Agreement.

The Contractor's indemnification responsibilities under this Section shall include the sum of damages, costs, and expenses which are in excess of the sum paid out on behalf of or reimbursed to the County, its officers, employees, and agents by the insurance coverage obtained and/or maintained by the Contractor pursuant to the requirements of this Agreement.

16. INSURANCE. The Contractor shall purchase and maintain insurance not less than the limits set forth below. All coverage shall be with insurance companies licensed and admitted to do business in State of Michigan and with insurance carriers acceptable to the County and have a minimum A.M. Best Company's Insurance Reports rating of A or A- (Excellent).

- A. Workers' Compensation Insurance. Workers' Compensation Insurance including Employers' Liability Coverage in accordance with all applicable statutes of the State of Michigan.
- B. Commercial General Liability Insurance. Commercial General Liability Insurance on an "occurrence basis" only with limits of liability of not less than \$1,000,000.00 per occurrence and/or aggregate combined single limit, personal injury, bodily injury and property damage. Coverage shall include the following: (1) Broad Form General Liability Endorsement or equivalent if not in policy proper; (2) Contractual Liability; (3) Products and Completed Operations; and (4) Independent Contractors coverage.
- C. Motor Vehicle Liability. Motor Vehicle Liability Insurance, including Michigan No-Fault Coverage, with limits of liability of not less than \$500,000.00 per occurrence, and/or aggregate, combined single limit, bodily injury and property damage. Coverage shall include all owned, non-owned and hired vehicles.

- D. Additional Insured. The Commercial General Liability Insurance as described above shall include the following as "Additional Insured": The County, and all of the County's elected and appointed officials, employees and volunteers, all boards, commissions, and/or authorities and board members including employees and volunteers thereof. Said insurance shall be considered to be primary coverage to the Additional Insureds, and not contributing with any other insurance or similar protection available to the Additional Insureds whether said other available coverage be primary, contributing or excess.
- E. Deductibles. The Contractor shall be responsible for paying any deductibles in its insurance coverages.
- F. Cancellation Notice. Workers' Compensation Insurance, Commercial General Liability Insurance and Motor Vehicle Liability Insurance as described above, shall include on their certificates of insurance, which are to be submitted to the County as required below, an endorsement stating the following: "It is understood and agreed that 30 days advance written notice of cancellation, non-renewal, reduction and/or material change shall be sent to: The Benzie County Controller." In the event the Contractor's insurer refuses to provide such an endorsement the Contractor shall be responsible for providing the required notice.
- G. Proof of Insurance. The Contractor shall provide to the County at the time this Agreement is returned by it for execution, with 2 copies of certificates of insurance for each of the policies mentioned above. If so requested, certified copies of policies shall be furnished.

17. **IRAN LINKED BUSINESS.** The Contractor has certified to the County that neither it nor any of its successors, parent companies, subsidiaries, or companies under common ownership or control of the Contractor, are an "Iran Linked Business" engaged in investment activities of \$20,000,000.00 or more with the energy sector of Iran, within the meaning of Michigan Public Act 517 of 2012. It is expressly understood and agreed that the Contractor shall not become an "Iran linked business" during the term of this Agreement.

NOTE: IF A PERSON OR ENTITY FALSELY CERTIFIES THAT IT IS NOT AN IRAN LINKED BUSINESS AS DEFINED BY PUBLIC ACT 517 OF 2012, IT WILL BE RESPONSIBLE FOR CIVIL PENALTIES OF NOT MORE THAN \$250,000.00 OR 2 TIMES THE AMOUNT OF THE CONTRACT FOR WHICH THE FALSE CERTIFICATION WAS MADE, WHICHEVER IS GREATER, PLUS COSTS OF INVESTIGATION AND REASONABLE ATTORNEY FEES INCURRED, AS MORE FULLY SET FORTH IN SECTION 5 OF ACT NO. 517, PUBLIC ACTS OF 2012.

18. **WAIVERS.** No failure or delay on the part of either the County or the Contractor in exercising any right, power, or privilege hereunder shall operate as a waiver thereof, nor shall a single or partial exercise of any right, power, or privilege preclude any other or further exercise of any other right, power, or privilege. No modification, amendment, or waiver of any provision of this Agreement, nor consent to any departure from any provision of the Agreement by either party hereto, shall in any event be effective unless the same is in writing and signed by the other party, and then such waiver or consent shall be effective only in the specific instance and for the purpose for which given.

In no event shall the making by the County of any payment due to the Contractor constitute or be construed as a waiver by the County of any breach of a provision of this Agreement, or any default which may then exist, on the part of the Contractor. The making of any such payment by the County while any such breach or default shall exist, shall in no way impair or prejudice any right or remedy available to the County in respect to such breach or default.

19. NOTICES. Whenever a notice from one party to the other party is required by this Agreement, or whenever one party wishes to otherwise put the other party on notice of any matter, such notice shall be given to the following designated person(s) for each party at the following addresses:

Benzie County: County Administrator
or other County Official designated by the Board of Commissioners
Government Center
448 Court Place
Beulah, MI 49617

With a copy to:
Benzie County Clerk
Government Center
448 Court Place
Beulah, MI 49617

Contractor: Bay Area Recycling for Charities
14407 Industrial Drive
Kaleva, MI 49645

Unless the parties agree otherwise in writing, such notice shall be sent to the other party by first class mail, postage fully prepaid, to the above addresses. Simultaneously, such notice may be sent to the email addresses, if any, of the above persons.

20. SEVERABILITY. If any part of this Agreement is declared by any Court having jurisdiction to be invalid, unconstitutional, or beyond the authority of either party to enter into or carry out, such part shall be deemed deleted and shall not affect the validity of the remainder of this Agreement, which shall continue in full force and effect. If the removal of such provision would result in the illegality and/or unenforceability of this Agreement, this Agreement shall terminate as of the date in which the provision was found invalid, unconstitutional or beyond the authority of the parties and the Contractor shall be reimbursed for all services which it has provided under this Agreement up to the date of termination.

21. MODIFICATION. Any alterations, variations, modification, or waivers of the provisions of this Agreement shall only be valid when they have been reduced to writing, signed by the authorized representatives of the County and the Contractor and attached to this Agreement.

22. ASSIGNMENT AND SUBCONTRACTING. The Contractor shall not assign this Agreement, or any part thereof, nor shall the Contractor sub-contract this Agreement, or any part thereof, without the prior written approval of the County. Such prohibition shall also apply to any assignment by

way of sale, merger, or acquisition of the Contractor company without the prior written approval of the County.

23. **PURPOSE OF SECTION TITLES.** The titles of the sections set forth in this Agreement are inserted for the convenience of reference only and shall be disregarded when construing or interpreting any of the provisions of this Agreement.

24. **REPRESENTATIONS.** The County and the Contractor each represent to the other that, by their respective execution of this Agreement, they have obtained all necessary consents and approvals required for their respective execution and performance thereof.

25. **INTEGRATION.** The parties agree that the entire agreement between the parties is contained herein and that this Agreement, including any and all exhibits attached hereto, supersede all oral agreements and negotiations between the parties relating to the subject matter hereof, as well as any previous agreements between the Contractor and the County or either of them relating to the subject matter hereof.

IN WITNESS WHEREOF, the parties hereto have executed this contract as of the day and date first set forth herein set their hands.

BENZIE COUNTY

By: Bob Roelofs
Bob Roelofs, Chairperson
Board of County Commissioners

February 28, 2023
Date

BAY AREA RECYCLING FOR CHARITIES

By: _____
(Signature)
Name: _____
(Print or Type)
Title: _____
(Print or Type)

Date

APPROVED AS TO FORM FOR COUNTY OF BENZIE:	
COHL, STOKER & TOSKEY, P.C.	
By:	COURTNEY A. GABBARA
On:	February 9, 2023

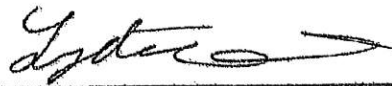
3.3. SERVICE BID FORM: ELECTRONIC WASTE COLLECTION DAYS

COMPANY NAME: Bay Area Recycling for Charities
ADDRESS: 14407 Industrial Dr.
ADDRESS: _____
CITY/STATE/ZIP: Kalena, ME 49645
PHONE: 231-883-4360
FAX: N/A

The undersigned has examined the complete RFP and its requirements contained in the solicitation for quotations for Electronic Waste Collection Days for Benzie County and are submitting the following Service Bid Form in full compliance with those requirements.

By submission of a proposal, the vendor is required to certify as to its own organization, that in connection with this proposal:

- a. The costs, if any, in the proposal have been arrived at independently, without consultation, communication, or agreement, for the purpose of restricting competition as to any matter relating to such costs with any proposer or with any competitor; and
- b. Unless otherwise required by law, the costs that have been quoted in the proposal have not been knowingly disclosed by the vendor and will not knowingly be disclosed by the vendor prior to award directly or indirectly to any other proposer or to any competitor.

SIGNATURE: 
NAME/TITLE: Lydia Gulow, COO
DATE: 12/9/22

Bay Area Recycling for Charities, Inc.
466 US Highway 31 S
Traverse City, MI 49685-8017
+231 6322272
office@mybarc.org
www.mybarc.org

Estimate



ADDRESS
Benzie County
Benzie County Recycling
448 Court Place
Beulah, MI 49617

SHIP TO
Benzie County
Benzie County Recycling
448 Court Place
Beulah, MI 49617

ESTIMATE #	DATE	EXPIRATION DATE
22-1179	09/01/2022	12/31/2023

ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
Electronic Waste to be Recycled	Electronic Waste to be Recycled	10,000	0.25	2,500.00
Mattress Recycling-Commercial	BARC to pick up Mattress with Box Truck or Semi Truck	20	15.00	300.00
Freight - Industrial	Freight Charge for Mileage \$2.50/mile roundtrip from Kaleva, MI	1	2.50	2.50
Industrial Labor	BARC to provide labor for pick up of industrial materials to be recycled. Paper, Plastic, Glass, Metal, Cardboard.	1	40.00	40.00

This is our event pricing for 2023.

TOTAL

\$2,842.50

Accepted By

Accepted Date

**SOLID WASTE COLLECTION SERVICES CONTRACT FOR
HOUSEHOLD HAZARDOUS WASTE COLLECTION SERVICES**

THIS SOLID WASTE COLLECTION SERVICES CONTRACT FOR HOUSEHOLD HAZARDOUS WASTE COLLECTION SERVICES (the "Agreement") is made and entered into by and between **BENZIE COUNTY**, a political subdivision of the State of Michigan, with offices located at the Government Center, 448 Court Place, Beulah, MI 49617 (the "County") and **ERG ENVIRONMENTAL SERVICES**, whose business address is 1340 Merriman, Suite 200, Livonia, Michigan 48140 (the "Contractor").

RECITALS

WHEREAS, the County is engaged in various waste collection and waste recycling activities; and

WHEREAS, the County has requested proposals from qualified companies interested in performing Household Hazardous Waste Collection Services for the County (the "Services"); and

WHEREAS, the Contractor has submitted a proposal to the County to furnish all labor, materials, tools, equipment, permit fees, and services necessary to perform and complete the work the County required for the Services (the "Proposal"); and

WHEREAS, the Contractor meets all the licensing and other certifications and authorizations required by federal and state laws and regulations; and

WHEREAS, the County accepts the Contractor's Proposal subject to the terms and conditions of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual promises and agreements herein set forth, the parties agree as follows:

1. **SERVICES TO BE PERFORMED BY THE CONTRACTOR.** The Contractor shall collect, load, transport, and process household hazardous wastes ("HHW") collected and stockpiled by County residents consistent with the specifications set forth in the County's Request for Service Bids (the "RFB") and the Proposal. A copy of said RFB is attached to this Agreement labeled Attachment A and the Proposal is attached to this Agreement labeled Attachment B. The attached Attachment A and Attachment B are incorporated by reference into this Agreement and are made a part thereof.

As part of the Services, the Contractor shall provide all equipment, materials, machinery, vehicles, and labor necessary to process and transport the HHW generated from the 2 one-day collections to be held on June 3, 2023 at Frankfort High School located at 534 11th Street, Frankfort, Michigan 49635, and on August 12, 2023 at the Benzie County Road Commission located at 11318 US 31, Honor, Michigan 49640, respectively (collectively, the "Collection Sites") from 9:00 a.m. to 1:00 p.m. (EST). The County may not reschedule the collections without the prior written consent of the Contractor. The Contractor's consent will not be unreasonably withheld.

The primary interface between the Contractor and the County shall be through the Benzie County Solid Waste/Recycling Department Director (the "Director"). The Director shall be responsible for the coordination of the Contractor's work at the Collection Sites. The Contractor guarantees its performance of the Services required under this Agreement and shall submit to the personal inspection of such Services by the Director and by such other representative or agent as may be designated by the County. The Contractor shall see that all work done pursuant to this Agreement is accomplished with work forces and equipment which are adequate to ensure the satisfactory performance of the Services set forth in Attachment A and Attachment B.

Failure to perform such Services adequately or timely may be excused only by adverse conditions caused by weather or similar hindrances beyond the control of the Contractor. In the event the Contractor is unable to perform the Services, the Contractor shall provide an alternative service provider at no added expense to the County. If the County has to supply an alternative service provider, the Contractor will be billed for any additional costs incurred and shall be responsible for payment of same.

2. **AGREEMENT PERIOD.** This Agreement shall become effective on the date in which it has been fully signed by the authorized representatives of both parties (the "Effective Date"). All Services, including all items on the final punch list and clean-up at the Collection Sites, shall be completed by no later than the 30th day of September 2023 (the "Completion Date"). This Agreement may be extended for up to 1 additional 1-year term by mutual written agreement of the parties. It is also understood and agreed by the parties hereto that all obligations of the Contractor set forth in this Agreement which extend to beyond the Completion Date of the Services shall survive said completion and remain in full force and effect for the time set for the performance of said obligations.

3. **TERMINATION BY THE COUNTY.** Notwithstanding any other provision in this Agreement to the contrary, the County may terminate this Agreement, with or without cause, upon 15 calendar days' prior written notice to the Contractor. In the event this Agreement is prematurely terminated without cause (i.e., for reasons other than the Contractor's breach of the terms of this Agreement) as set forth herein, the Contractor shall be compensated for services completed as of the effective date of termination in accordance with Section 2 of this Agreement. A material breach of the Agreement includes, but is not limited to, the following:

- A. The Contractor's failure to perform the Services set forth in Attachment A and Attachment B in a timely or effective manner, and failure to correct the deficiency within 30 days after receiving written notice from the County of such failure.
- B. The Contractor's violation of any municipal, county, state, or federal law, rule, or regulation in the performance of the Services set forth in Attachment A and Attachment B.
- C. The voluntary commencement by the Contractor of bankruptcy proceedings under any chapter of the U. S. Bankruptcy Code, as now or hereafter in effect.
- D. The filing of a petition against the Contractor under any chapter of the U.S. Bankruptcy Code, as now or hereafter in effect, at the time of said filing, or the filing of a petition seeking any such equivalent or similar relief against the Contractor under any other federal or state law in effect at the time.

- E. The Contractor's assignment of this Agreement or any portion thereof, or assignment of any of its performance obligations required by Attachment A or Attachment B without the prior written approval of the County.
- F. The Contractor's failure to take prompt corrective action with respect to complaints received as set forth in Paragraph 7 of this Agreement.

4. **TERMINATION BY THE CONTRACTOR.** The Contractor may stop Services or terminate this Agreement if, through no act or fault of the Contractor, the County suspends the Services for a period of more than 90 calendar days. Under this circumstance, the Contractor may, upon 7 days' written notice to the County, terminate this Agreement and recover from the County payment for completed Services.

5. **COMPENSATION.** It is expressly understood and agreed that the Contractor shall be compensated for all Services performed under this Agreement in the manner and at the rates specified in Attachment B. After each collection, the Contractor shall submit an invoice to the County. Each invoice, at a minimum, shall list the categories of items collected, the number of units of each item collected, the total price of the units of each item collected, and the total sum due for the collection being billed. The Contractor is also responsible for submitting invoices and appropriate supporting documentation to the County reflecting all personnel, transportation, and labor expenses incurred in the execution of this Agreement as well as costs attributed to the disposal of the HHW. The County shall process and pay the Contractor the sum correctly billed to it in accordance with the County's procedure for payment of Accounts Payable within 30 calendar days after the County has received all of the following:

- A. The bills stating the Services have been completed on or before the date of invoicing and total sum due.
- B. Verification of said completion from the Inspector(s) (defined below) designated by the County pursuant to Section 6 of this Agreement.
- C. Before payment of the bill, the County may require that it be provided with proof that the Contractor has paid its employees and any suppliers and/or subcontractors providing materials or performing services under this Agreement.

Completion of the Services being billed shall be to the satisfaction of the County's Inspector(s). The Inspector(s) shall conduct an inspection before payment of any bill submitted pursuant to this Section within 5 business days of the County's receipt of a bill.

6. **EXAMINATION OF EXISTING FACILITY, QUALITY OF WORKMANSHIP AND INSPECTION OF WORK.** The Contractor shall be responsible for examining the Collection Sites' existing conditions in order to gain full information under which the work is to be carried out. Failure of the Contractor to inform itself shall in no way relieve the Contractor from the necessity to complete the work without additional cost to the County.

All work done by the Contractor under this Agreement shall be performed in a skillful and workmanlike manner, and according to applicable local and State of Michigan codes. The Contractor shall only employ persons who are skilled in the work to be performed. The County may in its sole discretion require the Contractor to remove any worker that the County deems incompetent or careless.

The County shall designate the Department and such other individual or individuals it may desire to act as its representative(s) in the inspection of work done by the Contractor under this Agreement (the "Inspector(s)"). The Inspector(s) shall periodically inspect the work done by the Contractor under this Agreement to ensure that such work is in accordance with the requirements set forth in Section 1 of this Agreement.

The inspections to be conducted by the Inspector(s) shall include, but not be limited to, inspection of the work completed by the Contractor upon notification from the Contractor of having substantially completed the Services and on completion of all items on the final punch list, but prior to the Contractor receiving compensation therefore as set forth in Section 5 of this Agreement. In the event the Inspector(s) discovers that any of the work is not in compliance with the requirements of this Agreement, and applicable Federal, State, or local laws, ordinances, rules, regulations, and codes, or is otherwise defective, he/she/they shall deliver to the County and the Contractor written notification of such defects or failure to comply with this Agreement. The County may, without any additional cost to the County other than that agreed to in Section 5, require the Contractor to correct such defects, deviations from, or non-compliance with the requirements of this Agreement, or the requirements of applicable Federal, State, or local laws, ordinances, rules, regulations, and codes prior to compensating the Contractor under this Agreement.

Any inspection(s) by the County, as authorized by this Section 6, shall not relieve the Contractor from any responsibility regarding defects or other failures to meet the requirements of this Agreement.

7. **WARRANTIES.** The Contractor warrants that it meets all Federal, State, and local licensing, certifications, and authorization requirements to perform all the work required.

8. **CLEANING UP.** The Contractor and its subcontractors shall at all time keep the Collection Sites and surrounding area free from accumulation of waste material or rubbish caused by its operations. Complete clean-up and removal from the work area of all debris resulting from the Contractor's work is required, including sweeping the concrete and removing any debris. The Collection Sites are to be left in as good a condition as before the Services were rendered. The Contractor shall be responsible for paying for and hauling away any debris and waste resulting from the Services. At the completion of the Services, the Contractor shall remove all remaining waste material and rubbish from and about the Collection Sites, as well as its tools, equipment, and machinery.

If the Contractor fails to clean up during and at the completion of the Services, the County may do so and the cost thereof shall be charged to the Contractor, deducted from the Contractor's invoice.

9. **OWNERSHIP AND RESPONSIBILITY FOR MATERIAL COLLECTED.** Handling of all HHW is the responsibility of the Contractor. All participants will be directed to remain in their vehicles as the HHW is removed by the Contractor.

10. PROTECTION OF PERSONS AND PROPERTY.

- A. The Contractor shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the Services to perform under this Agreement.
- B. The Contractor shall take all reasonable precautions for safety of, and shall provide all reasonable protection to prevent damage, injury, or loss to:
 - i. All its and the County's employees at the Collection Sites and all other persons who may be affected thereby.
 - ii. Other property at the Collection Sites or adjacent thereto.
- C. The Contractor shall give all notices and comply with all applicable laws, ordinances, rules, and regulations and lawful orders of any public authority bearing on the safety of persons or property or their protection from damage, injury, or loss.
- D. The Contractor shall erect and maintain, as required by existing conditions and progress of the Services, all reasonable safeguards for safety and protection, including, but not limited to, posting danger signs and other warnings against hazards and setting up barriers where needed.
- E. The Contractor shall promptly repair or remedy all injury, damage, or loss to any property that is caused in whole or in part by the Contractor, any subcontractor, any sub-subcontractor or anyone directly or indirectly employed by them, or by anyone for whose acts any of them may be liable and for which the Contractor is responsible under subsection B of this Section.
- F. Under no circumstances shall any equipment of any kind or materials being used be left unattended at the Collection Sites.
- G. The foregoing obligations of the Contractor are in addition to its obligations under Section 15 of this Agreement.

11. COMPLIANCE WITH THE LAW AND OBTAINING PERMITS.

- A. In performing its responsibilities under this Agreement, the Contractor shall comply with all applicable Federal, State, and local laws, ordinances, codes, rules, and regulations.
- B. The Contractor shall secure and pay for all permits and governmental fees, licenses, and inspections necessary for the Services.
- C. The Contractor and its subcontractors shall comply with the Michigan Occupational Safety and Health Act, 1974 PA 154, as amended, ("OSHA") and regulations promulgated pursuant thereto. If during the progress of the Services, it is discovered that the Contractor

has failed to comply with OSHA, its regulations, or other applicable Federal, State, or local laws, ordinances, and regulations, the Contractor and its subcontractors shall take such steps as necessary to comply, at no additional cost to the County.

- D. The Contractor and its subcontractors shall be held responsible for the safety of their employees and any unsafe acts or conditions that may cause injury or damage to any persons or property within and around the Collection Sites under this Agreement.
- E. If the Contractor or any subcontractor uses any product at the Collection Sites which contains any ingredient that could be hazardous or injurious to a person's health, a Material Safety Data Sheet must be submitted to the County Administrator's Office prior to commencement of work.
- F. Breach of this Section 11 shall be regarded as a material breach of this Agreement, and in the event the Contractor, its subcontractors, and sub-subcontractors are found not to be in compliance with this subsection, the County may terminate this Agreement effective as of the date of delivery of written notification to the Contractor.

12. **APPLICABLE LAW AND VENUE.** This Agreement shall be subject to, governed by, and construed according to the laws of the State of Michigan. It is expressly understood and agreed that any legal or equitable action that arises out of or regarding this Agreement shall be in Michigan Courts whose jurisdiction and venue shall be established in accordance with the statutes of the State of Michigan and Michigan Court Rules. In the event any action is brought in or moved to Federal Court, the venue for such action shall be the Federal Judicial District of Michigan, Western District, Southern Division.

13. **NON-DISCRIMINATION.** The Contractor, as required by law, shall not discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, height, disability which is unrelated to the individual's ability to perform the duties of a particular job or position, weight, marital status or political affiliation.

The Contractor shall adhere to all applicable Federal, State, and local laws, ordinances, rules, and regulations prohibiting discrimination, including, but not limited to, the following: (i) the Elliott-Larsen Civil Rights Act, 1976 PA 453, as amended; (ii) the Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended; (iii) Section 504 of the Federal Rehabilitation Act of 1973, P.L. 93-112, 87 Stat 355, as amended, and regulations adopted thereunder; and (iv) the Americans with Disabilities Act of 1990, P.L. 101-336, 104 Stat 327 (42 USC §12101 *et seq.*), as amended, and regulations promulgated thereunder.

Breach of this Section shall be regarded as a material breach of this Agreement.

14. **INDEPENDENT CONTRACTOR.** It is expressly understood and agreed that the Contractor, its subcontractors, and sub-subcontractors, shall be deemed an independent contractor and not employees or officers of the County. Any and all employees, agents, assigns, members, or associates of the Contractor or other persons, while engaged in the Services required to be performed by the Contractor, shall in no way be deemed to be and shall not hold themselves out as employees, servants, agents, or officials of the County, and shall not be entitled to any fringe benefits of the County, such as, but not

limited to, health and accident insurance, life insurance, paid vacation or sick leave, or longevity. The Contractor, its subcontractors, and sub-subcontractors shall be responsible for paying all salaries, wages, and other compensation which may be due their employees or agents for performing work under this Agreement and for the withholding and payment of all applicable taxes, including, but not limited to, income and social security taxes, to the proper Federal, State, and local governments.

Any and all claims that might arise on behalf of employees, subcontractors, or sub-subcontractors of the Contractor as a consequence of any act or omission on the part of said employees, subcontractors, or sub-subcontractors of Contractor shall in no way be the obligation or responsibility of the County. The Contractor fully understands all consequences, financial and legal, of the status of an independent contractor.

15. INDEMNIFICATION AND HOLD HARMLESS. The Contractor shall, at its own expense, protect, defend, indemnify, and hold harmless the County, and its elected and appointed officers, employees, and agents from all claims, damages, costs, law suits and expenses, including, but not limited to, all costs from administrative proceedings, court costs, and attorney fees that they may incur as a result of any acts, omissions, or negligence of the Contractor or any of its officers, employees, agents, or subcontractors which may arise out of this Agreement.

The Contractor's indemnification responsibilities under this Section shall include the sum of damages, costs, and expenses which are in excess of the sum paid out on behalf of or reimbursed to the County, its officers, employees, and agents by the insurance coverage obtained and/or maintained by the Contractor pursuant to the requirements of this Agreement.

16. INSURANCE. The Contractor shall purchase and maintain insurance not less than the limits set forth below. All coverage shall be with insurance companies licensed and admitted to do business in State of Michigan and with insurance carriers acceptable to the County and have a minimum A.M. Best Company's Insurance Reports rating of A or A- (Excellent).

- A. Workers' Compensation Insurance. Workers' Compensation Insurance including Employers' Liability Coverage in accordance with all applicable statutes of the State of Michigan.
- B. Commercial General Liability Insurance. Commercial General Liability Insurance on an "occurrence basis" only with limits of liability of not less than \$1,000,000.00 per occurrence and/or aggregate combined single limit, personal injury, bodily injury and property damage. Coverage shall include the following: (1) Broad Form General Liability Endorsement or equivalent if not in policy proper; (2) Contractual Liability; (3) Products and Completed Operations; and (4) Independent Contractors coverage.
- C. Motor Vehicle Liability. Motor Vehicle Liability Insurance, including Michigan No-Fault Coverage, with limits of liability of not less than \$500,000.00 per occurrence, and/or aggregate, combined single limit, bodily injury and property damage. Coverage shall include all owned, non-owned and hired vehicles.

- D. Additional Insured. The Commercial General Liability Insurance as described above shall include the following as "Additional Insured": The County, and all of the County's elected and appointed officials, employees and volunteers, all boards, commissions, and/or authorities and board members including employees and volunteers thereof. Said insurance shall be considered to be primary coverage to the Additional Insureds, and not contributing with any other insurance or similar protection available to the Additional Insureds whether said other available coverage be primary, contributing or excess.
- E. Deductibles. The Contractor shall be responsible for paying any deductibles in its insurance coverages.
- F. Cancellation Notice. Workers' Compensation Insurance, Commercial General Liability Insurance and Motor Vehicle Liability Insurance as described above, shall include on their certificates of insurance, which are to be submitted to the County as required below, an endorsement stating the following: "It is understood and agreed that 30 days advance written notice of cancellation, non-renewal, reduction and/or material change shall be sent to: The Benzie County Controller." In the event the Contractor's insurer refuses to provide such an endorsement the Contractor shall be responsible for providing the required notice.
- G. Proof of Insurance. The Contractor shall provide to the County at the time this Agreement is returned by it for execution, with 2 copies of certificates of insurance for each of the policies mentioned above. If so requested, certified copies of policies shall be furnished.

17. **IRAN LINKED BUSINESS**. The Contractor has certified to the County that neither it nor any of its successors, parent companies, subsidiaries, or companies under common ownership or control of the Contractor, are an "Iran Linked Business" engaged in investment activities of \$20,000,000.00 or more with the energy sector of Iran, within the meaning of Michigan Public Act 517 of 2012. It is expressly understood and agreed that the Contractor shall not become an "Iran linked business" during the term of this Agreement.

NOTE: IF A PERSON OR ENTITY FALSELY CERTIFIES THAT IT IS NOT AN IRAN LINKED BUSINESS AS DEFINED BY PUBLIC ACT 517 OF 2012, IT WILL BE RESPONSIBLE FOR CIVIL PENALTIES OF NOT MORE THAN \$250,000.00 OR 2 TIMES THE AMOUNT OF THE CONTRACT FOR WHICH THE FALSE CERTIFICATION WAS MADE, WHICHEVER IS GREATER, PLUS COSTS OF INVESTIGATION AND REASONABLE ATTORNEY FEES INCURRED, AS MORE FULLY SET FORTH IN SECTION 5 OF ACT NO. 517, PUBLIC ACTS OF 2012.

18. **WAIVERS**. No failure or delay on the part of either the County or the Contractor in exercising any right, power, or privilege hereunder shall operate as a waiver thereof, nor shall a single or partial exercise of any right, power, or privilege preclude any other or further exercise of any other right, power, or privilege. No modification, amendment, or waiver of any provision of this Agreement, nor consent to any departure from any provision of the Agreement by either party hereto, shall in any event be effective unless the same is in writing and signed by the other party, and then such waiver or consent shall be effective only in the specific instance and for the purpose for which given.

In no event shall the making by the County of any payment due to the Contractor constitute or be construed as a waiver by the County of any breach of a provision of this Agreement, or any default which may then exist, on the part of the Contractor. The making of any such payment by the County while any such breach or default shall exist, shall in no way impair or prejudice any right or remedy available to the County in respect to such breach or default.

19. NOTICES. Whenever a notice from one party to the other party is required by this Agreement, or whenever one party wishes to otherwise put the other party on notice of any matter, such notice shall be given to the following designated person(s) for each party at the following addresses:

Benzie County: County Administrator
or other County Official designated by the Board of Commissioners
Government Center
448 Court Place
Beulah, MI 49617

With a copy to:
Benzie County Clerk
Government Center
448 Court Place
Beulah, MI 49617

Contractor: SQS, Inc. d/b/a ERG Environmental Services
13040 Merriman Road
Livonia, MI 48150-1816

Unless the parties agree otherwise in writing, such notice shall be sent to the other party by first class mail, postage fully prepaid, to the above addresses. Simultaneously, such notice may be sent to the email addresses, if any, of the above persons.

20. SEVERABILITY. If any part of this Agreement is declared by any Court having jurisdiction to be invalid, unconstitutional, or beyond the authority of either party to enter into or carry out, such part shall be deemed deleted and shall not affect the validity of the remainder of this Agreement, which shall continue in full force and effect. If the removal of such provision would result in the illegality and/or unenforceability of this Agreement, this Agreement shall terminate as of the date in which the provision was found invalid, unconstitutional or beyond the authority of the parties and the Contractor shall be reimbursed for all services which it has provided under this Agreement up to the date of termination.

21. MODIFICATION. Any alterations, variations, modification, or waivers of the provisions of this Agreement shall only be valid when they have been reduced to writing, signed by the authorized representatives of the County and the Contractor and attached to this Agreement.

22. ASSIGNMENT AND SUBCONTRACTING. The Contractor shall not assign this Agreement, or any part thereof, nor shall the Contractor sub-contract this Agreement, or any part thereof, without the prior written approval of the County. Such prohibition shall also apply to any assignment by

way of sale, merger, or acquisition of the Contractor company without the prior written approval of the County.

23. **PURPOSE OF SECTION TITLES.** The titles of the sections set forth in this Agreement are inserted for the convenience of reference only and shall be disregarded when construing or interpreting any of the provisions of this Agreement.

24. **REPRESENTATIONS.** The County and the Contractor each represent to the other that, by their respective execution of this Agreement, they have obtained all necessary consents and approvals required for their respective execution and performance thereof.

25. **INTEGRATION.** The parties agree that the entire agreement between the parties is contained herein and that this Agreement, including any and all exhibits attached hereto, supersede all oral agreements and negotiations between the parties relating to the subject matter hereof, as well as any previous agreements between the Contractor and the County or either of them relating to the subject matter hereof.

IN WITNESS WHEREOF, the parties hereto have executed this contract as of the day and date first set forth herein set their hands.

BENZIE COUNTY

By: Bob Roelofs
Bob Roelofs, Chairperson
Board of County Commissioners

February 28, 2023
Date

ERG ENVIRONMENTAL SERVICES

By: _____
(Signature)
Name: _____
(Print or Type)
Title: _____
(Print or Type)

Date

APPROVED AS TO FORM FOR COUNTY OF BENZIE:	
COHL, STOKER & TOSKEY, P.C.	
By:	COURTNEY A. GABBARA
On:	February 6, 2023



ERG
ENVIRONMENTAL
SERVICES

13040 Merriman Road, • Livonia, Michigan 48150
734.437.9650 • FAX 734.437.9651 • ERGEnvironmental.com

December 31, 2022

Mr. Jesse Zylstra, Program Director
Benzie County Solid Waste & Recycling Department
448 Court Place – Government Center
Beulah, MI 49617

RE: Request for Service Bids – Household Hazardous Waste Collection
ERG Cost Proposal # ED0123022-X

Dear Mr. Zylstra,

ERG Environmental Services (ERG) would like to thank Benzie County for the opportunity to provide a response for the **2023 Household Hazardous Waste Collection RFSB**, pursuant to a one (1) year contract to conduct two (2) one (1) day collection events from 9:00 am to 1:00 pm on the requested dates of June 24th and August 26th, 2023.

ERG is a highly-respected leader in the HHW industry, as demonstrated by the references provided herein. As hopefully our experience has shown to the residents of Benzie in the past, ERG provides one of the best organized, staffed, and equipped HHW collection programs in the industry. We maintain a diverse assortment of equipment and materials, as well as trained and experienced staff, to perform any size collection event. The only resources Benzie County needs to provide is a site for each event and access to indoor restrooms.

Mr. Edward Dawkins will be the **Contract Manager** for this project, if you have any questions or require more information you may contact him at 734.437.9658 or via email to edawkins@ERGEnvironmental.com.

Sincerely,

ERG Environmental Services

Kathy Mukavetz
PM / Technical Writer



ERG ENVIRONMENTAL SERVICES
13040 Merriman Road, Livonia, MI 48150
734.437.9650 (p) 734.437.9651 (f)

BENZIE COUNTY HHW
Technical Proposal
COVER LETTER



3.3. SERVICE BID FORM: HOUSEHOLD HAZARDOUS WASTE COLLECTION DAYS

COMPANY NAME: SQS, Inc dba ERG Environmental Services

ADDRESS: 13040 Merriman Road

ADDRESS: _____

CITY/STATE/ZIP: Livonia, Michigan 48150-1816

PHONE: 734.437.9650 (main office) 734.437.9658 (Edward Dawkins direct office)

FAX: 734.437.9651 edawkins@ERGenvironmental.com

The undersigned has examined the complete Request for Bid and its requirements contained in the solicitation for quotations for Household Hazardous Waste Collection Days for Benzie County and are submitting the following Service Bid Form in full compliance with those requirements.

By submission of a proposal, the vendor is required to certify as to its own organization, that in connection with this proposal:

- a. The costs in the proposal have been arrived at independently, without consultation, communication, or agreement, for the purpose of restricting competition as to any matter relating to such costs with any proposer or with any competitor; and
- b. Unless otherwise required by law, the costs that have been quoted in the proposal have not been knowingly disclosed by the vendor and will not knowingly be disclosed by the vendor prior to award directly or indirectly to any other proposer or to any competitor.

SIGNATURE: 

NAME/TITLE: Edward Dawkins, Vice-President

DATE: December 30, 2022

3.5 COST PROPOSAL INSTRUCTIONS

All disposal costs must be provided per pound as denoted below or the Cost Proposal shall be rendered irregular and subject to rejection. Disposal costs shall reflect all costs associated with disposal including US DOT shipping containers and necessary lab-packing supplies.

COMPANY NAME: SQS, Inc dba ERG Environmental Services

- 1) Personnel
Flat Rate per Collection: \$ 1,250.00 (total)
- 2) Transportation
Flat Rate per Collection: \$ 1,250.00 (total)
- 3) Disposal

1. Aerosol Cans	\$ <u>1.25</u> /(per pound)
2. Fluorescent Bulbs	\$ <u>1.25</u> /(per pound)
3. Corrosive Liquids / Solids	\$ <u>1.25</u> /(per pound)
4. Automotive Liquids	\$ <u>1.25</u> /(per pound)
5. Pesticide Liquid / Solid	\$ <u>1.50</u> /(per pound)
6. Ballasts	\$ <u>1.25</u> /(per pound)
7. Flammable Liquids / Solid	\$ <u>1.25</u> /(per pound)
8. Solvents	\$ <u>1.25</u> /(per pound)
9. Oil Based Paint	\$ <u>1.25</u> /(per pound)
10. Household Batteries	\$ <u>1.25</u> /(per pound)
11. Cleaners (Liquids)	\$ <u>1.25</u> /(per pound)
12. Miscellaneous	\$ <u>1.25</u> /(per pound)
13. CLEAN SWEEP QUALIFYING MATERIAL	
Pesticides, MHCN etc.	\$ <u>1.50</u> /(per pound)
14. Characterization of Unknowns	\$ <u>No Charge</u> /(per pound)
15. Pharmaceuticals / Medical Waste	\$ <u>1.25</u> /(per pound)
16. Reactives / Oxidizers	\$ <u>5.00</u> /(per pound)
17. Mercury (see Item 13, above)	\$ <u>33.00</u> /(per pound)

Note: A 10,000 pound minimum charge applies per each waste collection event.

Request for Bid: Household Hazardous Waste Collection Days 2023

4) Other Applicable Costs

Describe:

\$ N/A (total)



3.4 TECHNICAL PROPOSAL

INTRODUCTION

SQS, Inc dba ERG Environmental Services (ERG) is deeply committed to providing safe and proper management of all waste, including Household Hazardous Waste (HHW). ERG demonstrates this commitment by managing industrial and hazardous waste for regulated waste generators, managing HHW from permanent collection centers, conducting HHW collection events throughout the year for local municipalities and private organizations, and receiving and managing HHW at our facilities on a daily basis.

Since 2008, ERG has conducted over 900 satellite HHW collection events, recently averaging 130+ events per year and over 500 events in the past five (5) years in addition to support of permanent collection facilities. ERG maintains a diverse assortment of equipment and materials, as well as trained and experienced staff, to perform any size collection event, allowing us to service 50 to 2,850 vehicles and collect over 400,000 pounds of waste over a one (1) day event. Additionally, ERG provides MDARD-eligible Clean Sweep invoicing directly to Grand Traverse County on behalf of Benzie County.

ERG provides HHW services, in addition to our other core services, primarily within the States of Michigan and Ohio but also throughout the Midwest to a varied client base, including municipalities, utility providers, health care facilities, educational systems, environmental consultants, automotive and manufacturing facilities, etc.

The management and senior staff of ERG individually have more than 20 years of experience in management of hazardous waste and regulated post-industrial wastes. Additional personnel information is included on the following page in addition to condensed personnel resumes located later in this proposal.

Corporate Ownership

Company Name SQS, Inc dba ERG Environmental Services
Company Address 13040 Merriman Road, Livonia, MI 48150-1816
Office Phone / Fax 734.437.9650 / 734.437.9651 fax
Primary Contact Edward Dawkins, Vice-President
Email Address Edawkins@ERGenvironmental.com
Corporate Status Corporation registered in the State of Michigan
Year Established 1984
RCRA Permit # • Federal ID # MID 059 912 956 • 38-3128991

ERG Michigan and Ohio (next page) maintain a combined \$10M in Pollution Liability Insurance. Please see **Section 3.4.1** for additional information.



ERG ENVIRONMENTAL SERVICES
13040 Merriman Road, Livonia, MI 48150
734.437.9650 (p) 734.437.9651 (f)

BENZIE COUNTY HHW
Technical Proposal
Page 1 of 10



The regular meeting of the Board of County Road Commissioners of Benzie County was called to order by Chairman Rosa at the Road Commission office in Honor, Michigan on Thursday **February 9, 2023** at 9:30 a.m.

Present: Chairman Robert Rosa Vice-Chairman James Bowers
 Member Paul Beechraft Manager Matt Skeels
 Finance Manager/Clerk Joe Nedow

Guests attending: County Commissioner Gary Sauer, Sherry Taylor, Margaret Myers and Lara Treemore-Spears.

The January 12, 2023 regular meeting minutes were read and approved.

Motion by Commissioner Bowers and supported by Commissioner Beechraft to pay bills #52178 thru #52303 in the amount of \$311,058.32 and approve Payrolls #2 and #3 in the amount of \$139,568.77.

Discussion: None.

Ayes: Commissioners Rosa, Bowers and Beechraft. Nays: None - Motion is hereby adopted.

Cash Summary: Reviewed as presented.

Work Summary: Reviewed as presented.

Standing guest: Gary Sauer, County Commissioner – Presented an oral report for items/issues the Benzie County Board of Commissioners is dealing with as well as events impacting local government from around Benzie County.

Public Input: None

Appointments: None

Item Before the Board:

Award paving bids – Package A and B:

On February 8, 2023 bids were opened for this year's millage and township funded paving projects. The following bids were received:

Team Elmers, Bid Package A - \$897,582.10 and for Bid Package B - \$129,375.45
Reith-Riley, Bid Package A - \$947,538.75 and for Bid Package B - \$146,129.55

Staff offered their recommendation to award both packages to the lowest bidder, Team Elmers.

Motion by Commissioner Bowers supported by Commissioner Beechraft to award Package A and Package B to the lowest bidder Team Elmers, as doing so would be in the best interests of the Benzie County Road Commission.

Discussion: None.

Ayes: Commissioners Rosa, Bowers and Beechraft. Nays: None. – Motion is hereby adopted.

Request: letter of support for Friends of the Betsie Valley Trail paving project:

Met with Friends of the Betsie Valley Trail representative Lara Treemore-Spears who is asking for a letter of support from Benzie County Road Commission to Benzonia Township supporting the township's application to the USDOT-RAISE program to pave the Betsie Valley Trail from Beulah to Thompsonville with a snowmobile compatible paving mix. The project also includes enhancing under-trail culverts for wildlife passages and adding a trail maintenance and bicycle storage facility at the Thompsonville trailhead.

Motion by Commissioner Beechraft supported by Commissioner Bowers directing Manager Skeels to draft a letter of support to Benzonia Township on behalf of the Benzie County Road Commission supporting the Friends of the Betsie Valley Trail's application to pave the Trail from Beulah to Thompsonville.

Discussion: None.

Ayes: Commissioners Rosa, Bowers and Beechraft. Nays: None. – Motion is hereby adopted.

Ballot – County Road Association Board of Directors position:

Motion by Commissioner Bowers supported by Commissioner Beechraft to vote for Antrim County Road Commission Engineer/Manager Burt Thompson as the CRA-Board of Directors for the Northern Michigan Association representative.

Discussion: None.

Ayes: Commissioners Rosa, Bowers and Beechraft. Nays: None. – Motion is hereby adopted.

Request to amend the Administrative Personnel Manual:

Staff provided a proposed draft with three revisions for the Board to review and consider adopting.

Motion by Commissioner Bowers supported by Commissioner Beechraft to approve the proposed changes to the Administrative Personnel Manual as follows:

- Article III Filling Vacancies: procedural steps A thru C are removed and retaining the policy that the Road Commission will fill vacancies from within whenever possible but that it may be necessary or desirable to employ persons from outside the current staff for positions that require special experience or skills.
- Article IV Section VI – Other: remove the \$5,000.00 maximum payout cap of sick bank balances at the time of retirement or upon death of a full-time employee.
- Article XVII: to add post-employment - retirement dental insurance coverage.

Discussion: None.

Ayes: Commissioners Rosa, Bowers and Beechraft. Nays: None - Motion is hereby adopted.

Offer to extend fuel pricing from Crystal Flash:

Motion by Commissioner Beechraft supported by Commissioner Bowers to accept Crystal Flash's offer for supplying the Road Commission with gasoline (\$0.0647 per gallon over rack) and diesel (\$0.0665 per gallon over rack – with premium additive at \$0.03 per gallon) for the ensuing year.

Discussion: None.

Ayes: Commissioners Rosa, Bowers and Beechraft. Nays: None - Motion is hereby adopted.

Road millage renewal – ballot language:

Skeels stated the presented ballot proposal provided today had been reviewed by our corporate counsel and the only question was whether the Board would prefer to change the current draft from a five year request to a three year request. Further discussion ensued which concluded with all stating their preference to keep the ballot as a five-year renewal. Skeels also informed the Board that with the absence of any county-wide proposals, the millage renewal proposal will probably be included on the later November 2023 general election ballot.

Motion by Commissioner Bowers supported by Commissioner Beechraft to approve the road millage renewal ballot language as follows:

Renewal Millage Proposal for Road Improvements and Maintenance

Shall the previously voted increase in the tax limitation imposed under Article IX, Section 6 of the Michigan Constitution on the total amount of taxes which may be levied in one (1) year against all taxable property within Benzie County, Michigan, of One (1) Mill (\$1.00 per \$1,000 taxable value), and reduced to 0.9666 (\$0.9666 per \$1,000 of taxable value), by the required millage rollbacks, be renewed and restored at One (1) mill (\$1.00 per \$1,000 taxable value) and levied for a period of Five (5) years, beginning in 2023 through 2027 inclusive, on all taxable property within Benzie County, Michigan, for the purposes of local road improvements and primary road maintenance and improvements in the townships, cities, villages and authorities of the County of Benzie, Michigan?

If approved and levied in full, this millage will raise an estimated \$ (to be filled in when calculated spring 2023) for Road Improvements and Maintenance within Benzie County in the first calendar year of the levy based on taxable value. In accordance with State law, the millage will be disbursed to the Benzie County Road Commission, the City of Frankfort, and the Villages of Benzonia, Beulah, Elberta, Honor, Lake Ann and Thompsonville; and a small portion of the millage may be captured by the City of Frankfort Downtown Development Authority and the Benzie County Brownfield Authority.

Discussion: None.

Ayes: Commissioners Rosa, Bowers and Beechraft. Nays: None. – Motion is hereby adopted.

Correspondence/Informational/Discussion:

Skeels provided the Board with a memo itemizing reasons why he is not recommending the Board adopt a Pit Policy for Nessen Pit in response to a request received from Margaret Myers, or for any of the other pit properties owned by the Road Commission. Skeels did include a recommendation to take steps for installing a gate on the main entrance into the property and to also construct berms and other barriers to keep the public out of the property. Myers, who was in attendance stated she disagrees with Skeel's recommendation and provided her rationale why she feels a policy is still needed. She concluded her comments by asking the Board to refrain from making a final decision on her request at this time. Bowers and Rosa stated they are of the opinion that no policy is needed at this time, and both supports making the pit property inaccessible to the public.


Public Input:

Margaret Myers repeated her request for Skeels to provide her with a written letter memorializing the Road Commission's intent to re-install an earthen berm over the gas line buried in the Nessen Road right of way adjacent to her property.

Board Round Table: Commissioner Beechraft provided an oral report summarizing the latest happenings at the Benzie County Parks and Recreation Committee meeting.

With no more business to discuss, Chairman Rosa then adjourned the meeting at 11:15 a.m.


Robert Rosa, Chairman


Joel Nedow, Clerk

Memorandum



To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: February 23, 2023

Subject: **Sheriff's Office Vehicle**

In the 22/23 fiscal year budget, we budgeted for the purchase of vehicles for Sheriff's Office use. At the February 14, 2023 Board of Commissioners meeting, the Board approves the purchase of three vehicles. To complete the planned vehicle replacements of the 22/23 budget year, the Board is asked to approve the purchase of one final patrol vehicle.

To be able to receive these vehicles, we need to approve payment.

Recommended Motion:

That the Board of Commissioners approves the purchase of one Dodge Durango vehicle from Watson Benzie in the not-to-exceed amount of \$45,000 and \$15,000 to fully equip the vehicle for patrol purposes, with funds available in the Capital Fund.

Memorandum



To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: February 23, 2023

Subject: **Adoption of Directory of Charges**

Some time ago, the Board of Commissioners directed Administration to work with staff to evaluate fees charges for various services and items and prepare a directory of such charges. This directory will serve as official documentation of the fees to be charged to our customers and will offer a more streamlined way for folks to find appropriate fees.

Rose in my office has worked with each office to determine the appropriate fees to be charged. Please note, certain fees are statutory and will not change, however some fees, such as Animal Control fees have changed. For example, the new directory of charges establishes a scale of fees for adopting a dog, whereas before it was a flat fee for all dogs.

Because this is a brand-new document, there are no tracked changes to show the differences.

Recommendation:

That the Board of Commissioners adopts the directory of charges for Benzie County as presented.

DIRECTORY OF CHARGES

Adopted _____



General County Fees

*Unless otherwise indicated , the following fees apply to all offices

Paper Copies (Black &White)	\$0.10 per sheet
Paper Copies (Color)	\$0.15 per sheet
Portable storage device	Actual Cost

Animal Control

ACO/Shelter Related Fees

Pick-up/Take in Fee	\$50
Kennel License Inspection	\$25
Kennel License per 10 Animals	\$10
Daily Boarding fee per Animal	\$20
County Dog Licenses:	
1 Year Altered	\$10
1 Year Non-Altered	\$20
3 Year Altered	\$25
3 Year Non-Altered	\$55
Violation Notice:	\$50
Cardboard Cat Carrier	\$5

Surrender Fees

Dogs in County	\$25
Dog out of County	\$50
Cats in County	\$20
Cats out of County	\$40
Litter of puppies consisting of 4 or more	\$50
Litter of puppies consisting of 4 or less	\$40
Litter of kittens consisting of 4 or more	\$50
Litter of kittens consisting of 4 or less	\$40

Adoption Fees

Large Breed Dogs	\$80
Small Breed Dogs	\$100
Large Breed Puppies	\$150
Small Breed Puppies	\$200
Cats	\$45
Kittens	\$75

DIRECTORY OF CHARGES

Reptiles	\$25
Large Horses	\$500
Small Horses	\$300
Rabbits	\$20
Rodents	\$20
Chickens	\$5
Pigs	\$50
Adoption Sterilization Contract Fee	\$150
Refundable with proof of Spay/Neuter	
10% Discount for Senior Citizens and Veterans	

Equalization

Aerial Photos	
8 ½"x11"	\$2
11"x17"	\$4
36"x36"	\$30
Copies	\$1 per page
Realtor Summary Sheets	\$1
Emergency Services Map (fold up)	\$10
Emails	\$3
Each Attachment	\$1
Faxes	\$3
Each additional page	\$1
Digital Parcel Information (per Parcel)	\$0.015
Whole county	\$10
Part of County	\$20
GIS Parcel Polygon Layer (per Parcel)	\$0.05
For entire county	\$1,000
GIS Address Point Layer (per address point)	\$0.05
For entire County	\$800
Tax Maps/unrecorded documents	\$1 per page
Printed Mailing Labels	\$1 per page
Plus, Processing Fee	\$20
Digital Tax Maps (Entire County)	\$70

Treasurer's Office

Dog Licenses

Unsexed 1 yr. License	\$10
Unsexed 3 yr. Licenses	\$25
Sexed 1 yr. License	\$20
Sexed 3 yr. Licenses	\$55
Delinquent Rates 1 yr.	\$30
Delinquent Rate 3 yr.	\$30

Treasurer

Non-Sufficient funds (NSF)	\$35
Folding	\$0.03 per piece
Folding with stuffing	\$0.06 per piece
Fax/Email Fee	\$4 for 1 page
Each additional page	\$1 per page

One year of Taxes

Name/address/description	\$0.25
Each year of Taxes	\$0.25
Or minimum per parcel	\$0.50

Example: Tax History Statement

	\$0.25 for name/address/description
+	\$1.25 for 5 years' worth of taxes
	<hr/>
	\$1.50 for total History Statement

Not current taxpayer:

History Statement	\$1.50
Plus, Single Printout (1 yr.)	\$1 per page
Plus, Multiple (6 yrs.)	\$1 per page

Clerk's Office

Court Fees*

Initial Filing Fees	\$150.00
Electronic Filing Fee	
(Effective 3/1/2016, SCAO Administrative Memorandum 2016-02)	\$25
Judgment & Order Entry	
Support of Minor Children	\$40
Custody/Parenting Time	\$80
Jury Fees	\$85
Motion Fees	\$20
Certified Copies	\$10
And each page	\$1
Copy from Court File	\$1 per page
Copy of transcripts in file	\$0.30 per page
Writ for Garnishment	\$15
Debtor subpoena	\$15
Appeal Fees	
From District to Circuit	\$150
From Circuit to Court of Appeals	\$25
From Probate to Circuit	\$150

Miscellaneous

Certified Copies (Vital Record)	\$10 first copy
Each Additional purchased at same time	\$3
Cremation Fee (Motion by BOC 2/10/2015)	\$40
DBA Filing	\$10
Certifying of existing DBA	\$2
DBA Dissolution	\$10
Certifying of existing dissolution	\$2

DIRECTORY OF CHARGES

Notary Bond Filing	\$10
Record Copying	\$0.50 per page
Fax Service/E-Mail	\$3
Each additional page	\$1
Computer Printout	\$1 per page
Address Label	\$0.10 per label
<u>Qualified Voter File (QVF)</u>	
Paper (per name)	\$0.04
Labels (per name)	\$0.05
Disk	
Up to 5,000 names	\$25
5,001-10,000 names	\$35
10,001 and over names	\$50.00

*Refer to Circuit court Fee Schedule dated 1/12/05 for additional fees

Probate Court

Fees vary, please contact our office for specific filing fees.

Register of Deeds

Recording	\$30
Document that assigns or discharge more than one instrument	\$3 per doc.
Copies of Real Estate Records	\$1 per page
Addition fee to certify document	\$5
Warranty Deeds & Land Contract	
Must have tax certificate from County Treasurers Office	
Tax Certificate	
Up to 5 descriptions (per instrument)	\$5
Each additional description	\$0.20

Sheriff's Office

UD-10 Crash Reports	\$10
Police Reports	FOIA
Copies	\$0.10 per page
Look up Time	\$14.59 per hr
Copy of DVD/CD	\$5
Copies on USB	\$10 each
Photos	\$2 per print
Copied to CD	\$5
PPO Serving- MUST BE PAID IN ADVANCE NO MILEAGE	\$60
Seizure	\$80 per hr
Millage (Round Trip)	\$0.87 per mile
Law Enforcement Standby	\$50 per hr
Millage (Round Trip)	\$0.87 per mile
Paper Serving	\$26
Millage (Round Trip)	\$0.87 per mile
Fingerprint Processing	
Ink & Roll (other than CCW)	\$15-First Card
Each additional Card	\$5
Live Scan Fingerprints (Volunteer)	\$56.25
Live Scan Fingerprints (Employment)	\$58.25
Live Scan Fingerprints (CPL)	\$15

DIRECTORY OF CHARGES

MSP- Individual w/Special Needs	\$45
Liquor Inspections	\$100
Special Liquor license Fee	\$50
Conviction Set Aside	\$65
Each additional Card	\$5
Notary Fee	No Charge

Memorandum



To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: February 23, 2023

Subject: **Comfort Dog Program and Policy**

Attached you will find an outline of the program and policy to be implemented in the Sheriff's Office related to the Comfort Dog graciously donated by a community member. Sheriff Rosa briefed the Commissioners on this potential program recently and indicated that details would be brought forward for official approval.

The dog, a black lab who has been named Briggs has been partnered with handler Deputy Suzanne Maul. Briggs will serve as a comfort dog for the children in our community, primarily in the school setting, but other situations as deemed necessary. He will be required to obtain a level of obedience training as detailed in the policy and will stay up to date on basic veterinary care. Deputy Maul has volunteered for this position and will not receive additional pay as a k9 handler. However, the care of this animal will be paid for by Benzie County, primarily by donations from the community.

As already stated, this dog has been donated by a general community member and other members of our community have pledged funds for the care and training of the animal. Donations will be received by Benzie County for this program and deposited into the School and Youth Resource Officer Fund, 209.

Recommendation:

That the Board of Commissioners approves the Comfort Dog Program and Policy for the Benzie County Sheriff's Office and approves the creation of the necessary revenue and expenditure lines to accept donations and pay for the care and training for the designated dog for this program.



BENZIE COUNTY SHERIFF'S OFFICE

Kyle Rosa, Sheriff • Greg Hubers, Undersheriff

505 S. Michigan Ave, Beulah MI 49617

(231) 882-4484 – Fax (231) 882-5814

BENZIE COUNTY COMFORT DOG PROGRAM/POLICIES

Introduction:

The Benzie County Sheriff's Office Comfort Dog program was made possible by the generous private donations of several community members and the cooperation of the Frankfort Elberta Area Public Schools. The care, feeding, grooming, and housing of the comfort dog program is to be funded in its entirety by private donations. Private donations shall be received and entered as an individual line item created for the purpose of funding this program. No Benzie County general funds or millage funds shall be used for the comfort dog program.

Purpose:

The trained comfort dog is a valuable resource to any organization and will greatly assist the Benzie County Sheriff's Office in day-to-day operations. The function of the comfort dog is to provide interaction between the Deputy and children while deployed in all Benzie County Schools. The comfort dog is also a valuable tool to reduce anxiety of a victim in sensitive criminal investigations involving juvenile victims.

The comfort dog is a valuable tool in fostering dialogue and communications between the Sheriff's Office Deputies and the community we serve. The comfort dog can be used with great success in the Sheriff's Office community policing efforts.

Application:

A) Practical uses for the Comfort Dog Team.

- 1) Assist in the investigation where a juvenile is the victim of abuse or neglect.
 - a. During initial and follow up interviews the Comfort Dog Team may meet with the juvenile witness/victim in the lobby of the Sheriff's Office and help to reduce anxiety of the juvenile. The handler will also engage the child in, conversation helping the

victim or witness to feel more comfortable. The interaction will also help the handler and interviewers assess the child's developmental capabilities during the initial contact prior to the interview.

2) Critical Incident Mental Health Support

The Comfort Dog Team can help bridge the gap between a traumatic event and the connection to mental health support. A compassionate presence leveraging the human canine bond may help restore an individual's emotional and cognitive equilibrium. The first contact with an impacted individual is important. If managed in a respectful and compassionate manner, it can help establish an effective relationship and increase the individual's receptiveness to further help.

3) Critical Incident Stress management

The Comfort Dog Team can assist with critical incident management for employees after a significant event. All employees of Benzie County and surrounding agencies may benefit from the Comfort Dog Team.

4) School support

The Comfort Dog Team will be utilized to assist with communications with school age children by opening dialogue with students who may not otherwise communicate with the Youth Services Deputy. The comfort dog may be utilized to assist school officials during a time of mental health crisis, bereavement, or other appropriate request from school officials.

5) Community relations

Requests for demonstrations at schools/community events to help establish a more open dialogue between the Sheriff's Office and the community.

Procurement of K9:

In current active K-9 programs throughout the State of Michigan, comfort dogs have been procured through several different resources including Deputies personal dogs and donated dogs. The demeanor and behavior of the individual dog is more important than breed selection.

K-9 Training:

Training of the K-9 by the handler consist of a minimum of a two-tier process.

- 1) The K-9 shall pass and be certified in an obedience class such as Canine Good Citizens Testing. The good citizen testing consists of a 10-part evaluation and testing portion:
 - A) Accepting a friendly stranger: Evaluator approaches and pretends to shake hands with the handler (6-12 inches apart). Evaluator does not touch dog.
 - B) Sitting politely for petting: Evaluator pets dog; dog must show no shyness or resentment.
 - C) Appearance and grooming: Evaluator inspects dog, combs or brushes lightly, examines ears and each front foot.
 - D) Out for a walk: Handler takes dog for a short walk including right turn, left turn, about turn, and stop.
 - E) Walking through a crowd: Dog and handler must walk close to several people; dog may show casual interest but not jump up.
 - F) Sit and down on cue/staying in place: Handler shows that dog can sit and down; then choose a position, leaves dog and goes to the end of a 20 foot line, and returns immediately.
 - G) Coming when called: With dog sit still on 20-foot line from test #6, handler walks out 10 feet and calls the dog.
 - H) Reaction to another dog: Two handlers and dogs approach, pretend to shake hands (6-12 inches apart), exchange pleasantries, then move on.
 - I) Reaction to distractions: Distractions are presented; dog may not panic or show aggression.
 - J) Supervised separation: Handler goes out of sight for 3 minutes. Dog is held on a 6-foot leash by an evaluator.
- 2) The K-9 shall pass and become certified as a therapy dog. The comfort dog shall be a certified therapy dog through a program recommended by the American Kennel Club (AKC). If the Canine Good Citizen class meets or exceeds the AKC requirement than the Good Citizen class certification shall suffice.

Comfort Dog Training, Feeding, Housing. Medical:

Training and certification, food supplies, housing, and medical care are to be paid for by private donations only. Medical care shall be provided at a veterinarian chosen by the handler.

Donors:

There are several different resources that the Benzie County Sheriff's Office may receive in-kind donations from. These include non-profits, private donations, and specific merchandise donations. Any donors providing monetary donations shall be given a receipt. The monies shall be promptly entered into the established line item for Comfort Dog Team.

Comfort Dog Selection Process:

The selection process for the Comfort Dog Handler shall be consistent with current bargaining unit agreements. In the case of a comfort dog donated or owned by a school with a Benzie County Deputy as the handler, a Youth Services Deputy must be utilized if they are capable and willing to become a handler.

Comfort Dog Reporting Procedures:

- 1) Special use of the comfort dog for investigations public relations shall be documented using the SRMS reporting system with an appropriate file class. The handler will maintain a copy of all certifications as well as the Undersheriff.
- 2) If a therapy dog bites a person, the handler will immediately ensure proper medical treatment for the individual.
- 3) The handler will immediately notify their supervisor and the Undersheriff of the circumstances.
- 4) The handler will document all injuries including digital pictures and a SRMS report detailing the circumstances.

Comfort Dog Vehicle:

Comfort dog handlers shall use their assigned patrol vehicles for transport of the comfort dog. The comfort dog shall be in a kennel within the vehicle or in the back seat secured properly. At no time shall the comfort dog remain unattended in the vehicle for more than 10 minutes without the use of a temperature alarm.

Liability Insurance for Benzie County:

Coverage for the County: MMRMA's coverage does not exclude the use of advocacy dogs. Therefore, the County is covered under MMRMA's policy for the use of an advocacy dog. Frankfort and Benzie schools shall provide proof of coverage if the dog is to be utilized within the schools.

Disposition of Comfort Dog:

Recommendations to retire a comfort dog will be made through the Sheriff's Office Chain of Command. The Sheriff will make the determination as to the retirement of the comfort dog. If the comfort dog handler leaves service with the agency, the Sheriff shall make the determination of the dog is suitable for reassignment or shall be retired.

Volunteer Agreement:

Each comfort dog handler within the Benzie County Sheriff's Office shall sign a volunteer agreement that shall state:

It is hereby understood that Deputy _____ is acting as a volunteer comfort dog handler for the Benzie County Sheriff's Office and all other Benzie County agencies. She/He is not receiving any additional compensation for their role as a comfort dog handler. The comfort dog and handler will be trained to a minimum standard of comfort dog and canine good citizen standards. This training shall be ongoing and maintained to current standards.

This document shall be signed and dated by the Sheriff and the handler at the time of agreement.

Memorandum



To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: February 23, 2023

Subject: **Budget Amendment for Three Part-Time Bailiff Positions**

In recent months, the Board of Commissions has noted their desire to have 24-hour road patrol implemented in Benzie County as well as increased security in the Governmental Center. These two topics go hand in hand. As a result of the discussion, Undersheriff Hubers and I put our heads together to come up with a plan to obtain both of these goals.

Undersheriff Hubers and I recommend moving forward with hiring three part-time bailiff positions in the Governmental Center. This will not only increase security in the Governmental Center, it also allows for a full-time deputy to move back to road patrol. With the addition of full-time deputies on the road, it allows for the Sheriff's Office to implement 24-hour road patrol in Benzie County.

We believe to make this happen, we need to increase the budget by \$90,000 for part-time wages and equipment, including uniforms. This allows for three individuals to serve 25 hours per week in the Governmental Center, having a minimum of two individuals in the building.

I want to thank the Board for agreeing that increased security and 24-hour road patrol are a priority for our staff and for our community. I also want to thank the Sheriff's Office for working with Administration to come up with a path moving forward which benefits all.

Recommendation:

That the Board of Commissioners approves a general fund budget amendment in the amount of \$90,000 for three part-time bailiff positions and related equipment, with funds available from fund 282.

Memorandum



To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: February 23, 2023

Subject: **Annual 9-1-1 Surcharge**

Attached you will find a memo from Director Cory Ellis regarding his request for approval the annual 9-1-1 surcharge per device for department operations. Director Ellis indicates the future monetary needs of Central Dispatch which outlines the need for maintaining a \$3.00 per device surcharge in Benzie County.

As the Board is aware, Central Dispatch not only provides equipment for their operations, but also for the Sheriff's Office and other neighboring first responders. These funds assist in keeping first responders in Benzie County on a consistent system. Furthermore, the Central Dispatch Expansion project is underway and funding will support this upgrade. Another rather large project looming over Benzie is the installation of a telecommunications tower. While we hope to obtain funding from various other sources, its pertinent we work to plan for this major project the best that we can.

Recommendation:

That the Board of Commissioners approves maintaining a \$3.00 per device surcharge for Central Dispatch Operations from July 2023 to June 2024 and authorizes the Clerk and Central Dispatch Director to sign the necessary documentation for submission to the State of Michigan.



Benzie County Central Dispatch

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

Wednesday, February 15th 2023

To: Benzie County Board of Commissioners
From: Cory Ellis, 911 Central Dispatch Director

RE: Establishing the per phone device surcharge amount for the July 1, 2023 to June 30, 2024 collection period

Each year the State 9-1-1 Committee requires confirmation of the Benzie County 9-1-1 surcharge assessment for the next collection period. The current 9-1-1 surcharge is \$3.00 per device. This report is due by May 15, 2023.

On March 10, 2020, a Benzie County election was held with a vote of yes 4,633 and no 1,025 in support of the surcharge being allowable up to \$3.00. This vote is valid through December 2025.

The current calculated fund balance for BCCD is \$551,808.30, as of September 30, 2022. The revenue from County surcharges in 2022 was approximately \$620,309.16. State Surcharge revenue in 2022 was \$141,769.00. Costs for equipment and services continue to increase and cannot be compared to previous years. Radio, Mobile CAD, and paging services are provided from these funds. Benzie County Central Dispatch expenditures in 2022 were approximately \$756,771.53 (These figures are calculated by calendar year for the report)

Planning for future budgets includes but is not limited to the following expenses:

***All \$ are estimated.*

- Replacing portable radios. (\$3,280 each)
- Replacing mobile radios. (\$3,675 each)
- Adding vehicle repeaters when needed (\$6,050 each)
- Dispatch space needs updates (\$1,500,000)
- Increase staffing to meet the two dispatchers 24/7 shift coverage and Deputy Director not working a dispatch console every day (\$50,000 each)
- Solution to enhance portable radio and pager coverage for the areas bordering Lake Michigan with a new radio tower. (\$2,000,000)

Radio equipment and communication clarity will always be a high priority for first responders and public safety. With limited responders in the community, the one thing they should all be able to rely on is their ability to communicate in an emergency. Failing to provide quality communication services is a liability that cannot be overlooked.

Space needs is another obvious priority, as BCCD has outgrown its approximate 900 square foot space that is shared with the Benzie County Sheriff's Office.



Benzie County Central Dispatch

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

If the Board of Commissioners chooses to decrease the surcharge for the July 2023 to June 2024 a resolution stating the new surcharge will need to be presented to the State by May 15, 2023.

I am requesting the Board of Commissioners recommend the approval of maintaining the current \$3.00 surcharge for July 2023 to June 2024.

I am also requesting the Board of Commissioners permit the County Clerk and the BCCD Director to complete and sign the **Public Act 379 of 2008 Local 911 Collection and Remittance contact information for the July 2023 – June 2024 Collection Period** (SNC-500), including all additional memos requested, indicating the collection of a \$3.00 surcharge from July 1, 2023, to June 30, 2024.

TAMMY BOWERS
BENZIE COUNTY CLERK

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

March 2, 2023

State 9-1-1 Committee:

Re: Benzie County 9-1-1 Surcharge

Please be advised that Benzie County will continue collection of its local commission-enacted 911 surcharge of \$3.00 with no change in the amount from July 1, 2023 through June 30, 2024.

The current ballot proposal is valid (at a minimum) between July 1, 2021 and June 30, 2025.

Sincerely,



Tammy Bowers
Benzie County Clerk

Cc: Cory Ellis, 911 Central Dispatch

Memorandum



To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: February 23, 2023

Subject: **Emergency Alert Button**

Central Dispatch Director Cory Ellis has requested a memorandum of understanding with Leelanau County for the assistance in the operation of emergency alert buttons on first responder radios in Benzie County. What this document does is memorialize Benzie County's relationship with Leelanau County as a partner in responding to emergency alert activations. Having this emergency alert function option available for public safety personnel within Benzie County is to aid in responder safety. Any responder may have the Emergency Alerts activated on their radios. Once the emergency button is pressed it will send notification to Benzie County Central Dispatch and Leelanau County Central Dispatch that a responder needs assistance.

Recommendation:

That the Board of Commissioners approves a memorandum of understanding with Leelanau County Central Dispatch for Emergency Alert Button Activation monitoring, subject to approval as to form by legal counsel, and authorizes Director Cory Ellis to sign.

Commissioner Reports

Art Jeannot
Commissioner Report
February 28, 2023

- Participated in 3 meetings on behalf of the County since our February 14th meeting.
- **2/16 – Northern MI Community Action Agency**
 - Business as usual. The Executive Director (Kerry Baughman) will give us an agency update at one of our May BOC meetings.
- **2/17 – Economic Development Corporation**
 - We had a second presentation from Benzie Wellness and Aquatic Center advocates. Eventually they would like to ask for financial support from the County as well as a letter of support when applying for grants.
 - The annual organizational meeting was held. Betsy Evans has agreed to act as Chair and Dan Barcheski as Vice Chair. Meetings will continue the 3rd Friday of each month starting at 9am.
 - Tim Maylone from Cherry Capital gave us an update on our broadband initiative.
 - We have begun discussions about the role the EDC/BRA will have in our community.
- **2/24 – Northern MI Community Action Agency (Executive Committee)**
 - Discussed committee assignments, budget and year to date financial performance.
- **Other**
 - Met with State Representative Coffia to discuss district needs. She has invited us to request help with funding for a radio tower in Frankfort.



To: BoC and public

28 Feb 23

Meetings attended:

Commissioner Cunningham, District 3

kcunningham@benzieco.net

231.822.4067

17 Feb 23 **MAC Environmental, Natural Resources & Regulatory Affairs:** introductions. Abigail Hendershott, Exec Dir Public Policy of the PFAS Action Response Team (MPART) in Michigan Dept of Environment, Great Lakes, and Energy (EGLE). Topic: Polyfluoroalkyl (PFAS), “forever chemicals”. Michigan has the highest concentration in the US.
I have some to share.

20 Feb 23 **Rep. John Roth Coffee** and public discussion, Sweets, Honor. Topics included gun control and legalities.

21 Feb 23 **Frankfort City Council**, shared ROBIN information. Chris Spence will post Dist 3 summary in City Hall
Mayor Holwerda asked council and public to submit ROBIN letters of support.
Carried: Disbursement of SRO funds to county.

Crystal Lake Township will schedule a special meeting for cash disbursement policy and practice.
Dick Bayer, Airport Authority, no history of PFAS being used at the airport.

22 Feb 23 **BHR Collaborative**, speaker, Jennifer Pool, Single MOMM, Jennifer @singlemomm.org. A transition service for single moms. Will be hiring someone for Benzie County position.

New private childcare provider in Benzonia, “Where the Sidewalk Ends”, contact Sarah May,
benziehsc@gmail.com

23 Feb 23 **Airport Authority**

County Administrator Report

Committee Of The Whole

**THE BENZIE COUNTY BOARD OF COMMISSIONERS
COMMITTEE OF THE WHOLE
February 14, 2023**

The Benzie County Board of Commissioners met as a Committee of the Whole on Tuesday, February 14, 2023, in the Frank Walterhouse Board Room, 448 Court Place, Government Center, Beulah, Michigan.

The meeting was called to order by Vice Chair Rhonda Nye at 12:22 p.m.

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

The Pledge of Allegiance was recited.

Agenda:

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

Minutes:

Motion by Roelofs, seconded by Markey, to approve the Committee of the Whole minutes of January 24, 2023 as presented. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

12:55 p.m. Public Comment - None

Topics for Continued Discussion:

- a. Goal Setting: Reviewed the 2022 goals, identify and determine 2023 goals, and discuss Benzie County's Strategic Plan.

Summation of the items:

- Review Strategic Plan more frequently and update.
- Investment in employee moral
- Understand where employee discontentment is.
- Flow chart for chain of command
- Disciplinary Action Policy
- Update Personnel Policies
- Continue updating Operational Policies
- Continuing management and technology upgrades.
- Explore options for Full-time or Part-time IT person in house or 3rd Party IT person.
- Cyber Security
- Allocation of remaining ARPA funds
- Evaluation of millages -L4029 - SRO
- Explore lodging tax
- Professional Development and Staff Investment
- Total Compensation Survey for all positions
- Identify deferred capital needs
- Fund Balance Policy

Committee of the Whole

Page 2 of 2

February 14, 2023

Public needs:

- Centralized Public Information
- ARPA funds
- Opioid funds
- Marijuana funds
- Economic Development
- Tower

2:12 p.m. Public Comment - None

Motion by Jeannot, seconded by Roelofs, to adjourn at 2:13 p.m. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Rhonda Nye, Vice Chair (BOC)

Tammy Bowers, Benzie County Clerk

Committee Appointments

Correspondence



BOARD OF COMMISSIONERS

County Building
P.O. Box 70, Room 131
Cheboygan, Michigan 49721

Tel ~ (231) 627-8858
Fax ~ (231) 627-8881
E-mail ~ ccao@cheboygancounty.net

CHEBOYGAN COUNTY BOARD OF COMMISSIONERS

RESOLUTION #2023-04 HONORING the Michigan Association of Counties

WHEREAS, Michigan's 83 county governments play a central role in the proper delivery of, and oversight for, critical public services for the state's approximately 10 million residents; and

WHEREAS, Michigan county governments are led by Boards of Commissioners, who are elected from their communities; and

WHEREAS, the State Association of Supervisors of Michigan was formed by representatives of 16 counties on Feb. 1, 1898, in the Senate chamber of the Michigan State Capitol in Lansing; and

WHEREAS, the association's name was changed to the Michigan Association of Counties on July 17, 1969; and

WHEREAS, the Michigan Association of Counties is the oldest association representing local governments in Michigan; and

WHEREAS, 48 of Michigan's 83 counties have had at least one of their commissioners (or supervisors prior to 1968) serve as president of the association's Board of Directors; and

WHEREAS, the association created the Michigan Counties Workers' Compensation Fund in 1979 to help county members provide workplace safety and injury insurance services to its employees; and

WHEREAS, the association created the Michigan Association of Counties Service Corporation in 1986 to partner with service providers to help counties save money on everything from health insurance to telecommunications services; and

WHEREAS, the association hosts two major conferences every year to bring together county leaders for briefings on trending public policy issues and to hear from state newsmakers and others; and

WHEREAS, the association's advocacy work in Lansing and beyond has advanced the interests of county governments and the residents they serve; and

WHEREAS, no fewer than five association presidents have served or are serving in the Michigan Legislature in the 21st century, a testament to the culture of public service inculcated by the association

THEREFORE, BE IT RESOLVED that **CHEBOYGAN COUNTY** wishes to commend and honor the Michigan Association of Counties on its 125th Anniversary year.

District 1
Jeff Ostman

District 2
Richard B. Sangster
Vice-Chairman

District 3
Michael Newman

District 4
Ron Williams

District 5
Kimberlee Pappas

District 6
John B. Wallace
Chair

District 7
Steve Warfield

Adopted this 14 day of February, 2023.

CHEBOYGAN COUNTY BOARD OF
COMMISSIONERS

By: *John B. Wallace*
John B. Wallace, Chairperson

I, the undersigned, the Clerk of the County of Cheboygan, Michigan, do hereby certify that the foregoing is a true and complete copy of certain proceedings taken by the Cheboygan County Board of Commissioners at its regular meeting held on February 14, 2023 relative to adoption of the resolution therein set forth; that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be made available as required by said Act.

Dated: February 14, 2023

Karen L. Brewster
Karen L. Brewster, County Clerk





**County of Marquette
BOARD OF COMMISSIONERS**

**Courthouse Complex
Marquette, Michigan 49855
Phone: (906) 225-8151
Fax: (906) 225-8155
www.co.marquette.mi.us**

Gerald O. Corkin, *Chairman*

Joe Derocha, *Vice-Chair*
Karen Alholm
Bill Nordeen
Johnny DePetro
Stephen Adamini

RESOLUTION SUPPORTING DARK STORE LEGISLATION

WHEREAS, Representative of Michigan's 38th Senate District, Senator Ed McBroom, seeks to introduce two bills, Senate Bill Numbers 19 and 20, intended to address the method by which the Michigan Tax Tribunal values certain properties, including big box and junior box stores, commonly referred to as the "Dark Store" theory of value; and

WHEREAS, the Tax Tribunal, on numerous occasions, has valued such properties through comparisons to sales of other big box or junior box stores that have "gone dark," i.e., have failed to produce retail sales due to their location in the market; and

WHEREAS, the Tax Tribunal has also valued box stores by comparisons to sales of other box stores that were sold with a private deed restriction in place, which precluded the use of the sold box store for use as a box store; and

WHEREAS, these Tax Tribunal decisions across the state have resulted in artificially reduced values for thriving box stores due to comparisons to stores that either failed or were sold for some other secondary purpose, such as redevelopment for some other commercial use; and

WHEREAS, in Marquette County the application of the "Dark Store" method has led to the reduction of public library hours and negatively impacted the County's General Fund balance, leading to reduced funding for County programs; and

WHEREAS, the legislation seeks to remedy these issues by requiring the Tax Tribunal to assure that box stores are valued according to their "highest and best use" by excluding the use of sale comparables sold with private restrictions in place if those restrictions substantially impair the comparable's highest and best use as compared to the property being valued; and

WHEREAS, the legislation seeks to require the use of sale comparables that are adequately comparable to the property being valued.

THEREFORE, the Board of Commissioners of Marquette County, Michigan, resolves as follows:

1. The Marquette County Board of Commissioners hereby supports the legislation to be introduced by Senator McBroom, Senate Bill Numbers 19 and 20.
2. Any resolutions that are inconsistent with this Resolution are hereby repealed to the extent necessary to give this Resolution full force and effect.

RESOLUTION DECLARED ADOPTED

Gerald O. Corkin

Gerald O. Corkin, Chairperson

February 21, 2023

Date

I certify that the above Resolution was adopted by Marquette County on February 21, 2023.

Linda K Talsma

Linda Talsma, Marquette County Clerk



**County of Marquette
BOARD OF COMMISSIONERS**

**Courthouse Complex
Marquette, Michigan 49855
Phone: (906) 225-8151
Fax: (906) 225-8155
www.co.marquette.mi.us**

Gerald O. Corkin, *Chairman*

Joe Derocha, *Vice-Chair*
Karen Alholm
Bill Nordeen
Johnny DePetro
Stephen Adamini

**RESOLUTION HONORING THE MICHIGAN ASSOCIATION OF COUNTIES
ON ITS 125TH ANNIVERSARY**

WHEREAS, Michigan's 83 county governments play a central role in the proper delivery of, and oversight for, critical public services for the state's approximately 10 million residents; and

WHEREAS, Michigan county governments are led by Boards of Commissioners, who are elected from their communities; and

WHEREAS, the State Association of Supervisors of Michigan was formed by representatives of 16 counties on Feb. 1, 1898, in the Senate chamber of the Michigan State Capitol in Lansing; and

WHEREAS, the association's name was changed to the Michigan Association of Counties on July 17, 1969; and

WHEREAS, the Michigan Association of Counties is the oldest association representing local governments in Michigan; and

WHEREAS, 48 of Michigan's 83 counties have had at least one of their commissioners (or supervisors prior to 1968) serve as president of the association's Board of Directors; and

WHEREAS, the association created the Michigan Counties Workers' Compensation Fund in 1979 to help county members provide workplace safety and injury insurance services to its employees; and

WHEREAS, the association created the Michigan Association of Counties Service Corporation in 1986 to partner with service providers to help counties save money on everything from health insurance to telecommunications services; and

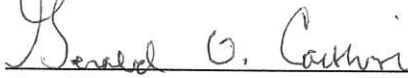
WHEREAS, the association hosts two major conferences every year to bring together county leaders for briefings on trending public policy issues and to hear from state newsmakers and others; and

WHEREAS, the association's advocacy work in Lansing and beyond has advanced the interests of county governments and the residents they serve; and

WHEREAS, no fewer than five association presidents have served or are serving in the Michigan legislature in the 21st century, a testament to the culture of public service inculcated by the association.

THEREFORE, be it resolved that Marquette County wishes to commend and honor the Michigan Association of Counties on its 125th Anniversary year.

RESOLUTION DECLARED ADOPTED



Gerald O. Corkin, Chairperson

February 21, 2023

Date

I certify that the above Resolution was adopted by Marquette County on February 21, 2023.



Linda Talsma, Marquette County Clerk



**County of Marquette
BOARD OF COMMISSIONERS**

**Courthouse Complex
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**Joe Derocha, *Vice-Chair*
Karen Alholm
Bill Nordeen
Johnny DePetro
Stephen Adamini**

**RESOLUTION SUPPORTING
COUNTY BOARD OF REVISIONS LEGISLATION**

WHEREAS, Representative of Michigan's 38th senate District, Senator Ed McBroom, seeks to introduce two bills, Senate Bill Numbers 19 and 20, intended to respond to criticisms of the Michigan Tax Tribunal and to create County Boards of Revision with jurisdiction over certain property tax disputes; and

WHEREAS, the Tax Tribunal is comprised of a chairperson and four members. The members include an appraiser member, an assessor member, an attorney member and an at-large member. The purpose of these different members was to ensure that appropriate expertise (in the fields of assessing, appraising, and the law) was applied to all Tribunal cases and proceedings. Each member is appointed by the Governor; and

WHEREAS, due to an increase in the Tribunal's case load, a single member now presides over a case instead of a panel of all members; and

WHEREAS, the Tribunal's current operations have resulted in criticisms, not limited to delays in case processing, a growing backlog of cases, a lack of transparency in decision-making, and members presiding over complex cases without any legal training or experience in property tax matters; and

WHEREAS, Senate Bill Numbers 19 and 20 provide for the creation of County Boards of Revision, which would obtain jurisdiction over larger, more complex property tax matters that involve over \$1.2 million in dispute; and

WHEREAS, Senate Bill Numbers 19 and 20 are intended to provide a neutral and competent adjudicatory process that is driven by standard legal processes, overseen by experienced legal professionals and tax professionals certified by the Michigan State Tax Commission; and

WHEREAS, County Boards of Revision provide for greater input from local units on property tax matters and the ultimate review for County Board of Revision decisions by judges in local County Circuit Courts.

THEREFORE, the Board of Commissioners of Marquette County, Michigan, resolves as follows:

1. The Board of Commissioners hereby supports the legislation to be introduced by Senator McBroom, Senate Bill Numbers 19 and 20.
2. Any resolutions that are inconsistent with this Resolution are hereby repealed to the extent necessary to give this Resolution full force and effect.

RESOLUTION DECLARED ADOPTED

Gerald O. Corkin

Gerald O. Corkin, Chairperson

February 21, 2023

Date

I certify that the above Resolution was adopted by Marquette County on February 21, 2023.

Linda Talsma

Linda Talsma, Marquette County Clerk

Resolution Urging State Legislature to Amend the Michigan Auto Insurance Reform Act to Amend the Reimbursement Cap for Auto Accident Victims and Home Health Care – Board of Commissioners

WHEREAS, the Michigan No-Fault Auto Insurance Reform Act of 2019 introduced a fee cap, which took final effect on July 1, 2021; this cap set percentage limits on how much residential care facilities, home health care providers, and other persons can be reimbursed for providing treatment/care to auto accident victims; and

WHEREAS these reimbursement caps are 55% of the reimbursement rates that Home Care Providers were collecting in 2019;

WHEREAS, 55% of a Home Health Care provider's 2019 collections, is an unsustainable reimbursement cap to continue caring for catastrophically injured individuals following an auto accident; and

NOW THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby urges the Michigan Legislature to amend the Michigan No-Fault Auto Insurance Reform Act to address a sustainable fee cap (i.e. Michigan's Workman's Compensation Fee Cap for Ancillary Services) for Home Health Care providers, in order to uphold these benefits that have been paid for by the survivors who are currently receiving and who will receive in-home, long-term care, when purchasing an Unlimited PIP Auto Insurance policy, paid by the Michigan Catastrophic Claims Association.

BE IT FURTHER RESOLVED that the Livingston County Clerk is requested to forward copies of the adopted resolution to the Governor of the State of Michigan, the State Senate Majority and Minority leaders, the State House Speaker and Minority Leader, the members of the Livingston County delegation to the Michigan Legislature, and the other 82 counties of Michigan as Commissioner Correspondence.

#

MOVED: D. Helzerman

SECONDED: N. Fiani

CARRIED: Roll Call Vote: Yes (6): D. Helzerman, D. Domas, F. Sample, J. Drick, R. Deaton, and N. Fiani; No (2): W. Nakagiri and J. Gross; No (0): None; Absent (1): M. Smith

STATE OF MICHIGAN)
COUNTY OF LIVINGSTON) §

I, **ELIZABETH HUNDLEY**, the duly qualified and acting Clerk of Livingston County, Michigan do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the County Board of Commissioners at a regular meeting on the 13th day of February 2023, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267 of the Public Acts of Michigan of 1976, as amended.

IN WITNESS WHEREOF, I have hereto affixed by official signature on this 15th day of February 2023, A.D.



Elizabeth Hundley
ELIZABETH HUNDLEY, LIVINGSTON COUNTY CLERK

Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION COMMENDING THOSE INVOLVED IN THE RESPONSE TO THE
ACTIVE SHOOTER INCIDENT AT MICHIGAN STATE UNIVERSITY**

RESOLUTION # 23 – 074

WHEREAS, students, faculty and university employees from across our region, state, country and globe call Ingham County home while attending and working at Michigan State University; and

WHEREAS, on the evening of February 13, 2023 an active shooter was reported on the Campus of Michigan State University; and

WHEREAS, within minutes Federal, State, County and local law enforcement, fire agencies, EMTs and paramedics from across the State of Michigan rushed to the scene; and

WHEREAS, the efficiency and coordination of the first responders arrival to the scene resulted in lives being saved; and

WHEREAS, medical staff at Sparrow Hospital worked well into the night to provide life-saving emergency care to the victims; and

WHEREAS, the Ingham County 911 Dispatchers went above and beyond as they assisted law enforcement officials in locating an active shooter, calming panicked students, following up on false leads, while at the same time handling unrelated calls; and

WHEREAS, many additional Ingham County employees will play an essential role in helping our communities heal and cope with the devastating aftermath of this tragedy; and

WHEREAS, we recognize that other forms of gun violence and the threat of gun violence continue to cause fear and tragedy throughout our communities; and

WHEREAS, the Ingham County Board of Commissioners has made a public safety planning commitment of support and partnership with Advance Peace which will help save lives and reduce life altering trauma by interrupting cyclical and retaliatory gun violence in urban neighborhoods; and

WHEREAS, the Board of Commissioners of Ingham County declared the first Friday in June to be National Gun Violence Awareness Day and encourages all citizens to support their local communities' efforts to prevent the tragic effects of gun violence and to honor and value human lives.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby commends all Federal, State, County and local law enforcement, hospital and emergency personnel, 911 dispatchers and Michigan State University employees who played a role in the response to the tragic shooting situation that unfolded at Michigan State University.

BE IT FURTHER RESOLVED, the Board sincerely appreciates the bravery and professionalism they each displayed as they diligently worked to protect and save the lives of those in the community.

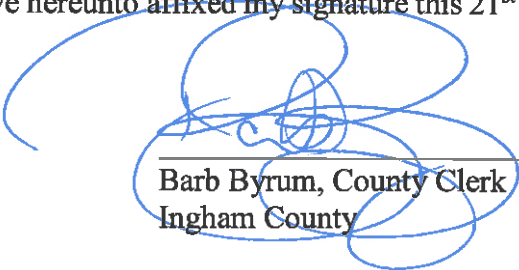
BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners calls on state lawmakers and Governor Gretchen Whitmer to act swiftly in support of legislation and review all avenues that will prevent needless gun violence and similar tragedies from taking place in the future.

BE IT FURTHER RESOLVED, that the Ingham County Clerk will transmit copies of this resolution to all 83 counties in the State, the Governor of the State of Michigan, and the legislative delegation representing Ingham County in the State Legislature.

STATE OF MICHIGAN)
) SS
COUNTY OF INGHAM)

I, Barb Byrum, the duly qualified and acting Clerk of Ingham County, Michigan (the "County") do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Commissioners at a meeting held on February 14, 2023, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267 of the Public Acts of Michigan of 1976, as amended.

IN WITNESS WHEREOF, I have hereunto affixed my signature this 21st day of February, 2023.



Barb Byrum, County Clerk
Ingham County

**BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT
BOARD OF HEALTH MEETING
Wednesday, January 25, 2023 2:00 p.m.
Benzie Resource Center – Ingemar Johansson Conference Room
6051 Frankfort Hwy. Ste. 101
Benzonia, MI 49616**

Chairperson Dr. Barbara Conley called the meeting to order at 2:00 pm.

Members Present:

Gary Sauer - Benzie County Board of Commissioners
Ty Wessell – Leelanau County Board of Commissioners
Dr. Barbara Conley – Leelanau County Member at Large
Rhonda Nye – Benzie County Board of Commissioners
Dr. Mark Kuiper – Benzie County Member at Large
Gwenne Allgaier – Leelanau County Board of Commissioners

Members Absent: None

Members Excused: None

Staff Present:

Dodie Putney – Director of Administrative Services
Eric Johnston – Director of Environmental Health – via Teams
Michelle Klein - Director of Personal Health
Dan Thorell – Health Officer

Staff Excused:

Dr. Joshua Meyerson – Medical Director

Guests Present:

Deb Aldridge - Benzie Leelanau District Health Department
Laura de la Rambelje – Michigan Department of Health & Human Services
Molly Cotant – Michigan Department of Health & Human Services
Adrain Zeh – Michigan Department of Health & Human Services

Pledge of Allegiance

Approval of Minutes:

Motion By: Nye to approve the November 21, 2022 BOH Public Hearing minutes.

Seconded By: Wessell

Voice Vote: 6 yeas 0 nay 0 excused **Motion carried**

Discussion: Lois Bahle's name was misspelled; Conley will send correct spelling.

Approval of Minutes:

Motion By: Wessell to approve the November 28, 2022 BOH Public Hearing minutes.

Seconded By: Allgaier

Voice Vote: 6 yeas 0 nay 0 excused **Motion carried**

Discussion: Lois Bahle's name was misspelled; Conley will send correct spelling.

Approval of Minutes:

Motion By: Wessell to approve the November 30, 2022 BOH meeting minutes.

Seconded By: Sauer

Voice Vote: 6 yeas 0 nay 0 excused **Motion carried**

Approval of Minutes:

Motion: Sauer to approve the December 7, 2023 BOH Special Meeting minutes.

Seconded By: Nye

Voice Vote: 6 yeas 0 nay 0 excused **Motion carried**

Approval of the Agenda:

Motion By: Wessell to approve the agenda with adding item, Introduction of New BOH Member, before Election of Officers and Committee Assignments.

Seconded By: Sauer

Voice Vote: 6 yeas 0 nay 0 excused **Motion carried**

Election of Officers and Committee Assignments:

Motion By: Conley to nominate Sauer for Board of Health Chairperson.

Voice Vote: 6 yeas 0 nay 0 excused **Motion carried**

Motion By: Sauer to nominate Conley for Board of Health Vice-Chairperson.

Voice Vote: 6 yeas 0 nay 0 excused **Motion carried**

Motion By: Sauer to nominate Nye for the Personnel and Finance Committee. Wessell to nominate Conley for the Personnel and Finance Committee.

Voice Vote: 6 yeas 0 nay 0 excused **Motion carried**

Motion By: Nye to nominate Sauer for Program and Evaluation Committee. Conley to nominate Allgaier for Program and Evaluation Committee.

Voice Vote: 6 yeas 0 nay 0 excused **Motion carried**

Sauer took over the meeting as the new Board of Health Chairperson.

Public Comment – None

Health Officer Update – Dan Thorell

A slide show presentation was provided, a copy of it is in the BOH packet for review. The presentation was about the role of a local health departments and public health. Thorell stated that one of his main objectives as being Health Officer is to ensure that residents of Benzie and Leelanau Counties have positive experiences with the BLDHD. Aldridge was asked to share a few of the success stories that the Community Connections program has experienced. It was discussed how there is a growing need for assistance for seniors in our area. De la Rambelje, from the State of Michigan, spoke about the BOH's role in public health. She also spoke about the duties and responsibilities of the Health Officer and Medical Director in relation to a local health department. She went into detail about the BOH's responsibilities toward public health. Thorell spoke how the BLDHD is working on improving communication with the public and the Department is looking ahead and planning for future needs.

BLDHD BOH By -Laws and Rules of Order

After the BOH packet had been sent out it had been discovered that there was a more recent copy of revisions to the By-Laws and Rules that the Recording Secretary did not have. A copy of this was sent to the Recording Secretary and it was electronically

distributed to the BOH Members. It was decided to table this item until everyone could review the revised document.

Accounts Payable

Motion By: Conley to approve accounts payable and pay the bills in the amount of \$261,771.02.

Seconded By: Wessell

Roll Call Vote: Sauer- yea, Nye- yea, Conley- yea, Wessell- yea, Kuiper – yea, Allgaier- yea
6 yeas 0 nays 0 excused Motion carried

December 2022 Financial Statements

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

Seconded By: Wessell

Roll Call Vote: Sauer-yea, Conley- yea, Wessell- yea, Kuiper – yea, Allgaier – yea, Nye - yea
6 yeas 0 nays 0 excused Motion carried

Discussion: It was asked if there was a limit to how large a fund balance can get. There never has been a limit set but there never has been a large balance. The only reason why the balance is growing now is to be able to pay for larger projects that cannot be financed by program funds. There are facility needs that will be paid for by the fund balance, such as the roof, remodeling or expansion.

BOH Meeting Dates for 2023

Motion By: Wessell to approve the BOH meeting dates that were listed in the BOH packet.

Seconded By: Allgaier

Voice Vote: 6 yeas 0 nays 0 excused **Motion carried**

Community Connections, Technology Platform Purchase

Motion By: Wessell to purchase certified documentation and reporting software for the Community Connections program.

Seconded By: Allgaier

Roll Call Vote: Sauer- yea, Nye- yea, Conley- yea, Wessell- yea, Kuiper – yea, Allgaier- yea
6 yeas 0 nays 0 excused Motion carried

Discussion: The software platform that was originally going to be used for documenting and reporting was not certified for the program. To be able to maintain the BLDHD's accreditation a certified program needs to be used. Advanced Health Technology Solutions was able to create the needed software and maintain it for a fraction of the cost of other vendors who had bid on the project. Six other Health Departments will be using the same software, so they will be able to help share in the cost.

Staff Reports:

Medical Director – Dr. Joshua Meyerson

A report was distributed prior to the meeting. Please refer to it for details.

Personal Health – Michelle Klein

A report was distributed prior to the meeting. Please refer to it for details. The RFP for the School Wellness Program was just released and it is being applied for to support Leland. RFPs for Suttons Bay and Frankfort were submitted last month. Northport is not eligible due to restrictions on the number of buildings that can be served and the number of students that must be served.

Environmental Health – Eric Johnston

A report was distributed prior to the meeting. Please refer to it for details. Townships, Building Departments, contractors, well drillers, and realtors all received information regarding the revised

Sanitary Code that is going into effect. It was asked if a Sanitarian is going to be hired to fulfill the demand that the new code will create, and yes, a position has been posted and there are interviews scheduled. The State will offer a loan program to help residents install new septic systems. Known details are included in the EH report. It was asked if there had been any more conversations about BLDHD renting space from the Leelanau County Government Center. Everyone is waiting on the architect and contractors to see what the estimated price of the renovation will be. Once there are amounts, discussions will begin on who will pay for what and if this will be a feasible partnership. Hopefully, the cost of the project will become available sometime in March.

Administrative – Dodie Putney

A report was distributed prior to the meeting. Please refer to it for details. Some of the fund balance will be moved into Michigan Class. It is an investment account that is only available for governmental entities. The interest rate that is being paid for accounts through this institution is substantial.

Public Comment – None

Board Comments – It was brought up that the BOH should start reviewing the contract with HDNWM concerning the Health Officer and Medical Director position.

Adjourn:


Motion By: Nye to adjourn the BOH meeting at 4:10 p.m.

Second By: Sauer

Voice Vote: 6 yeas 0 nay 0 excused **Motion carried**



Gary Sauer, Chair



Shelley Jablon, Recording Secretary

**BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT
BOARD OF HEALTH MEETING AGENDA
Wednesday, February 22, 2023 – 2:00 p.m.
Leelanau County Government Center-Upper Level Community Meeting Room
8527 E Government Center
Suttons Bay, MI 49682**

or

Electronically, via conference call

To participate, dial: (213) 282-9788 and enter Conference ID: 823 508 026#

This is a Regular Meeting of the Benzie-Leelanau District Health Department Board of Health. Public Comment is encouraged at the beginning and end of the meeting. An individual's comment time may be limited based on the discretion of the Chair.

Call to Order/Roll Call

Pledge of Allegiance

Approval of Minutes from the Regular Board of Health Meeting of January 25, 2023.

Approval of the Agenda

Public Comment Period

1. BLDHD BOH – By-Laws Rules of Order
2. Health Officer Update – Dan Thorell
3. Personnel and Finance Committee Report-Personnel and Finance Committee
 - A. Accounts Payable – Action
 - B. January 2023 – Financial Statements – Action
 - C. Environmental Health Permit Fees – Action
4. Staff Reports
 - A. Medical Director – Dr. Joshua Meyerson
 - B. Personal Health – Michelle Klein
 - C. Environmental Health Director – Eric Johnston
 - D. Administrative- Dodie Putney

Public Comment Period

Board Comments

Adjourn

By-Law Workgroup Meeting – February 22, 2023 11:30 am
Leelanau County Government Center – Upper-Level Community Meeting Room
Electronically via conference call:
(213) 282-9788 and enter Conference ID: 823 508 026#

Personnel and Finance Comm. Meeting- February 22, 2023 1:00 pm
Leelanau County Government Center – Upper-Level Community Meeting Room
Electronically via conference call:
(213) 282-9788 and enter Conference ID: 823 508 026#