

BENZIE COUNTY BOARD OF COMMISSIONERS

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

www.benzieco.gov

MEETING AGENDA

January 23, 2024

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 and/or CORRECTION OF MINUTES – 1/9/24

PUBLIC COMMENT

ELECTED OFFICIALS & DEPT HEAD UPDATES

FINANCE – Approval of Bills

CONSENT CALENDAR APPROVAL –

- A) Consider amending the campus cleaning contract to include lower level expansion project space.
- B) Consider approving copier lease and maintenance agreement for lower level.
- C) Confirming and approval of SWAC Bylaws.
- D) Approval of Central Dispatch Advisory Committee Bylaws
- E) Step 3 Grievance

ITEMS REMOVED FROM CONSENT CALENDAR

OLD BUSINESS

- A) Discussion regarding adopting a resolution to start the Headlee reset process.
- B) Discussion regarding affordable and missing middle housing and changes to payment in lieu of taxes laws.

NEW BUSINESS

- A) Discussion regarding additional staffing for Corrections and consider adopting Jail Operations Millage Resolution to be placed on August 2024 ballot.
- B) Consider authorizing ballot language for the August 2024 ballot related to 911 surcharge funds.

COMMITTEE APPOINTMENTS – Confirm Commissioner Committee Appointments

COMMISSIONER REPORTS

COUNTY ADMINISTRATOR'S REPORT – Katie Zeits

9:30 ————— ~~PRESENTATIONS: Tim Maylone – update regarding Internet for All.~~

PRESENTATION OF CORRESPONDENCE

PUBLIC COMMENT

ADJOURNMENT

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).....231-510-8804
- 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

THE BENZIE COUNTY BOARD OF COMMISSIONERS
January 9, 2024

The Benzie County Board of Commissioners met in a regular session on Tuesday, January 9, 2024 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 Warsecke, seconded by Cunningham, to approve the agenda as amended, removing tribute presented by board chair. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Minutes:

Motion by Nye, seconded by Markey, to approve the regular session minutes of December 12, 2023, as presented. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Motion by Cunningham, seconded by Sauer, to approve the organizational minutes of January 3, 2024, as presented. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

9:04 a.m. Public Comment

David Egeler introduced himself and announced that he will be running for Benzie County Probate Judge. He was born and raised in Benzie County. He plans on having a court that has resources, including sobriety court. He feels the resources are underused and they would benefit this county greatly.

9:06 a.m. Public Comment closed.

ELECTED OFFICIALS & DEPARTMENT HEAD COMMENTS

Sheriff Rosa would like to recognize today is National Law Enforcement Officers Appreciation Day.

Rebecca Hubers, Emergency Management, gave an update on the lower-level construction project, it is going well. Planning an Open House for the middle of February.

Bert Gale, Associated Government Services, provided the Benzie County Building Code and Safety Enforcement Quarterly Report for October, November, and December 2023.

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

FINANCE

Bills: Motion by Cunningham, seconded by Nye, to approve payment of the bills from December 12, 2023, through January 9, 2024, in the amount of \$1,553,324.30, as presented. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

COMMISSIONERS

Page 2 of 4

January 9, 2024

Michelle Thompson, County Treasurer, reported that the Land Bank demolition occurred at two locations in the Village of Thompsonville, and working on a third building. Planning on renovating the home in the Village of Benzonia and working on funding for that. Auditing is going well and working to complete it for it to be presented in March. Announced that she is retiring February 29, 2024. She is looking for support for a transition period of 30 days to hire personnel to start training.

CONSENT CALENDAR APPROVAL

The purpose of the consent calendar is to expedite business by grouping non-controversial items together to be dealt with by one Commission motion without discussion. Any member of the Commission or staff may ask that any item on the consent calendar be removed therefrom and placed elsewhere on the agenda for individual consideration by the Commission; and such requests will be respected. If an item is not removed from the consent calendar, the action noted in the minutes will approve the entire consent calendar.

Commissioner Nye removed item D of the Consent Calendar.

The following actions as recommended on the amended Consent Calendar portion of the agenda were approved:

- A. That the Board of Commissioners declare the Solid Waste and Recycling truck plow attachment as surplus and authorizes its sale, with funds to be deposited into the general fund.
- B. That Resolution 2024-004, declaring up to \$625,000 in Delinquent Tax Revolving Funds surplus for the lower-level expansion project, be adopted.
- C. To approve the corresponding Budget Amendments to recognize the extra expenditure for Workers Compensations in funds, 218 and 216 and to authorize the Administration office to complete the amendments.
- D. Removed from Consent Calendar
- E. That the Board of Commissioners authorizes the purchase of four iPad and related equipment from Grand Traverse Mobile Communications in the not to exceed amount of \$5,950, with funds available in the EMS/ALS fund.

Motion by Warsecke, seconded by Markey, to approve items on the Consent Calendar as amended, with the removal of Item D. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

ITEMS REMOVED FROM CONSENT CALENDAR

Item D from the Consent Calendar was discussed.

Motion by Jeannot, seconded by Markey, that the Board of Commissioners amends their July 26, 2022, motion to allow for flexibility in the allocation of funding for the broadband expansion initiative and authorizes Administration to agree to partnerships with agencies and organizations, within county policies, to maximize its approach in obtaining additional grant funding for broadband expansion and the implementation of a digital equity compass. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

PRESENTATIONS:

9:30 a.m. Jon Throop presented the Conservation District Annual Report and was available to answer any questions.

OLD BUSINESS – None

COMMISSIONERS

Page 3 of 4

January 9, 2024

NEW BUSINESS:

- A. Change Order – Point Betsie Shoreline Protection Project: Chuck Clarke was present to answer any questions. Motion by Cunningham, seconded by Jeannot, to approve Change Order #5 to the Point Betsie Shoreline Protection Project agreement with Barr Engineering in the amount of \$89,300, and that the Board Chair be authorized to sign and that the related budget amendment in the amount of \$89,300 for the project to allow for reimbursement of revenues from the 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.
- B. Approve addendum to construction contract to include Parole/Probation: Motion by Nye, seconded by Warsecke, that the Board of Commissioners authorizes an addendum to the construction contract with Grand Traverse Construction to include the Parole and Probation Remodel, with funds available in the Capital Fund in the not to exceed amount of \$220,000. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.
- C. Consider approval of position reclassifications and related budget amendments for District Court: Jackie Palfey was present to answer any questions. Motion by Warsecke, seconded by Cunningham, to approve the wage increases for the above-listed positions and the County Administrator to complete the budget adjustment of \$23,420.23 from contingency to corresponding wage line with the wage increases to take effect on January 21, 2024, with no step increases to occur until the 24/25 fiscal year on each of the employee's anniversary. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

COMMITTEE APPOINTMENTS - None

COUNTY ADMINISTRATOR'S REPORT – Katie Zeits

Katie handed out an e-mail from Jackie Borozan who is helping us with the digital equity task force. Platte Township has provided the resolution in support of the Headlee reset. We have Platte Township, Crystal Lake Township, Inland Township, Benzonia Township and Lake Township's resolutions in support of Headlee reset.

Goal and Strategic Plan will be on the agenda for the next meeting.

Will be looking at putting the Jail millage, EMS/ALS millage and Benzie Senior Resource millage on the 2024 Ballot.

Commissioner Nye reported that there will be a meeting tonight at the Mills Community House. It will be the Village of Beulah discussing their wastewater changes and application for funding. This is a time to ask questions. It will be at 7:00 p.m. tonight.

Commissioner Jeannot stated that Almira Township has approved ~~will be sending~~ a letter they are sending to Katie of support regarding for the Headlee reset.

PRESENTATION OF CORRESPONDENCE

- Benzie Transportation Authority November 2023 Income Statement
- Letter from Gilmore Township regarding Notice of Proposed Master Plan
- Letter from Networks Northwest regarding Almire Township Master Plan Update

COMMISSIONERS

Page 4 of 4

January 9, 2024

10:32 a.m. Public Comment

Jim Gribble and Heidi Bolger were present as they thought that the RAISE grant application for the Betsie Valley Trail was on the agenda.

10:38 a.m. Public Comment Closed.

Motion by Markey, seconded by Warsecke, to adjourn at 10:38 a.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 amended, removing tribute presented by board chair.
2. Approve the regular session minutes of December 12, 2023, as presented.
3. Approve the organizational minutes of January 3, 2024, as presented.
4. Approve payment of the bills from December 12, 2023, through January 9, 2024, in the amount of \$1,553,324.30, as presented.
5. Approve items on the Consent Calendar, with the removal of Item D.
6. The Board of Commissioners amends their July 26, 2022, motion to allow for flexibility in the allocation of funding for the broadband expansion initiative and authorizes Administration to agree to partnerships with agencies and organizations, within county policies, to maximize its approach in obtaining additional grant funding for broadband expansion and the implementation of a digital equity compass.
7. Approve Change Order #5 to the Point Betsie Shoreline Protection Project agreement with Barr Engineering in the amount of \$89,300, and that the Board Chair be authorized to sign and that the related budget amendment in the amount of \$89,300 for the project to allow for reimbursement of revenues from the Friends of Point Betsie and payment of invoices by the County, be approved.
8. Authorizes an addendum to the construction contract with Grand Traverse Construction to include the Parole and Probation Remodel, with funds available in the Capital Fund in the not to exceed amount of \$220,000.
9. Approve the wage increases for the above-listed positions and the County Administrator to complete the budget adjustment of \$23,420.23 from contingency to corresponding wage line with the wage increases to take effect on January 21, 2024, with no step increases to occur until the 24/25 fiscal year on each of the employee's anniversary.

Elected Officials And Department Heads

**BENZIE SENIOR RESOURCES
BOARD OF DIRECTORS MEETING
JANUARY 17, 2024
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 January 17, 2024 Agenda

Approval of Minutes from the previous meeting – November 15, 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 and Quarterly Reports
- B. Governance Committee and Quarterly Reports
- C. Personnel and Program Committee and Quarterly Reports
- D. Fund Development/Marketing Director and Quarterly Reports
- E. Executive Director's Report
- F. Program/Services Report – November & December 2023
- G. Board of Commissioners Update

Action Items

- 1. Finance Committee Report on the November & December 2023 Financials with Board Approval of the November 2023 Financials
- 2. Review and Sign the Annual Code of Ethics and Conflict of Interest Declaration

New Business

- 1. FY' 2023 Annual Report
- 2. Township and other meetings schedule discussion

Old Business

- 1.

Other 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 – February 21, 2024 @ 4:30 pm

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

Benzie Senior Resources
Board of Directors Meeting
November 15, 2023 Meeting Minutes

Call to Order: Nancy Mullen Call called the meeting to order at 4:40pm

Pledge of Allegiance: Said by all present

Roll Call:

In Person: Nancy Mullen Call, Paul Turner, Ingrid Turner, and Dinah Haag

Via Conference Call: None

Also, In-Person: Sabra Boyle and Doug Durand

Excused: Leo Hughes, Victor Dinsmoore and Rosemary Russell

Approval of the November 15, 2023 Agenda – A motion to approve the agenda was made by Ingrid Turner and seconded by Dinah Haag. All in-person board members said Aye. Motion approved.

Approval of Minutes from the November 18, 2023 Board Meeting – A motion to accept the minutes was made by Ingrid Turner and seconded by Dinah Haag. All in-person board members said Aye. Motion approved.

Public Input: Steve Walton was present and was there on behalf of the Benzie Wellness and Aquatic Center (BWAC). Steve reported that the Benzie Central School Board has approved the offer from BWAC to purchase the 6+ acres of the Crystal Lake Elementary School property. BWAC has 90 days to do their due diligence to obtain an inspection of the school building, etc. Nancy reported on the progress of BSR's Discovery Phase with Integrated Architecture and the upcoming meeting dates for staff and community meetings. Nancy complimented BWAC on their upcoming endeavor. Paul stated to please stay in touch with BSR on their progress and we would do the same.

Information Items:

- A. Leadership Committee** – Nancy reported that Doug gave the committee an update on upcoming meeting dates between Mike Corby from IA with management staff (11/21/23) and Community dates with the first one being held on 12/5/23 at the Governmental Center. IA, Doug and Kelly have been busy sending out notices regarding the 12/5 community meeting to media outlets and various county contacts. Discussion on the appointment of Rob Manilla to the full board. Doug reported on the progress of filling several employment positions within the agency. Discussion on the upcoming Benzie County Commission on Aging Senior Millage Renewal for 2024. We already have a presentation date with the County Commissioners on 3/12/24. We will need to discuss further whether we should increase the amount of the millage from .85 mills to 1 mill. BoD members and staff will need to embark on doing community presentations to various organizations in Benzie County telling the BSR story and finally we put together the agenda for today's BoD meeting.
- B. Governance Committee Meeting** – With Leo being absent, there is nothing to report to the Board.
- C. Personnel and Program Committee Report** – Paul reported that the committee had its first meeting since May, and they started reviewing and updating BSR's policies and procedures. This will be an ongoing process for the next several meetings.

- D. Marketing/Media/Fund Development** – Refer to the Fund Development Director’s Report that is in the BoD Packet. Year-end Appeal letter will be going out next week.
- E. Executive Director’s Report** – Doug Durand asked if anyone had any questions regarding his report that was in the BoD packet. Doug did focus in greater detail on the new system for having seniors get their free rides on Benzie Bus. Starting in December 2023, we will be returning to issuing bus punch cards in order to establish a fair cap on the number of rides at 36 one-way trips in a 30-day period. Medical health rides will not be counted in the 36 one-way rides.
- F. Board of Commissioners Update** – Tim Markey, County Commissioner, was absent from the meeting, so no report was provided.

Action Items:

- 1. Finance Committee Report on October 2023 with Board Approval of the October 2023 Financials** – Paul Turner filled in for Victor Dinsmoore and presented a summary of the October 2023 financials. Paul Turner advised that the Finance Committee has reviewed the financial report and is recommending the Board approve the report. A motion to approve the October 2023 Financials was made by Ingrid Turner and seconded by Dinah Haag. Roll Call: Dinah Haag – Yes; Ingrid Turner – Yes; Paul Turner – Yes; and Nancy Mullen Call – Yes. Motion approved.
- 2. Review and Approval of Board of Directors Application for Robert Manilla** – Motion by Paul Turner to approve and accept Robert Manilla’s application to join the BSR Board of Directors and seconded by Ingrid Turner. All in-person board members said aye. Motion approved. Nancy reported that she will contact Robert Manilla and set up a time for Rob to meet with Doug and key staff. Have a tour of both locations and set up a time for Rob to go on a HDM route.

New Business:

- 1.** As per our tradition, we usually have a potluck dinner at the December Board Meeting and Nancy wanted to know if the members present wanted to continue this tradition. All in-person members said yes. BSR will provide the entrée and Doug will send out an email to the Board members on what dish they would be bringing to the December 20th board meeting.

Old Business:

None

Other Business:

None

Board Round Table Discussion/Evaluation of Meeting – None

Adjournment: There being no further business to discuss a motion to adjourn at 5:00 p.m. was made. All in-person board members said Aye. Motion approved.

Respectfully submitted:

Douglas Durand, Recorder

NEXT MEETING: Wednesday, December 20, 2023 at 4:30 p.m.

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

Benzie Senior Resources
Executive Directors Report
December 2023 – January 2024

Items of Information

- I have begun doing an update to the Volunteer Handbook. There were several addendums done over the past 3 years and they will be added to the new updated Volunteer Handbook along with revisions to HDM meal delivery process.
- I continue to update many of the BSR Policies and Procedures with the Personnel Committee doing the final review and approval. The review process will continue into the 2nd Quarter of fiscal year 2024.
- Administration staff has started working with Northwest Community Action Agency on the upcoming tax season which should be starting at the beginning of February 2024.
- In the next few weeks, we will be establishing the Volunteer Recognition Event Committee to start the planning process for the celebrating our 140+ volunteers during National Volunteer Week in April.
- Kelly and I continue to work closely with Integrated Architecture on the February 6th and March 5th Community Sessions.
- I am working on presentation materials related to community outreach meetings to highlight the accomplishments of BSR during the past year and future projections of our services and numbers.

Staffing Updates

- Staffing needs: I have started interviewing candidates for the Senior Center Assistant part-time position. We are still in need of a full-time Home Healthcare Aide.

Volunteer Report

- Over the past 2 months, we have added 4 new HDM volunteers.

Legislative News

State – We should be hearing in February 2024, Governor Whitmer's proposed FY 2025 budget.

Federal – This has become a major challenge with the ongoing funding resolutions and partisan divide. Uncertain if there will be any increase in funding for the nutritional programs.

Program Report for December 2023

Nutritional Programs

Home Delivered Meals

A total of 5,526 HDM meals and 784 shelf stable food meals were provided to 186 clients in December 2023. **Compared to the 1st quarter of F' 2023 and current the 1st quarter of FY' 2024, we are up by 3% or 544 meals.**

Congregate Meals

In December 2023, we provided 1,449 congregate and takeout meals. **Compared to the 1st quarter of FY' 2023 and current the 1st quarter of FY' 2024, we are up by 14.5% or 628 meals.**

Year to date we have provided/delivered 24,211 meals. Overall, we are up by 1,172 additional meals as compared to the same period a year ago.

Other Programs

Homemaker Program – In December 2023, we provided 312 service hours to 102 clients. **Compared to December 2022, we saw an increase of 15.6% in the number of service hours.**

Snow Removal – Our contractors did a total of 115 plows in November/December 2023. So far we have 163 clients signed up through December.

Guardian Medical Monitoring – In December 2023, we paid for 35 individuals to have a life-line type of device and/or fall detection devices at no charge to them.

Benzie Bus Senior Rides – December 2023 started our transition month of switching over to bus punch cards. We paid for 252 medical appointment rides and distributed 186 bus passes which is the equivalent to 2,232 rides.

Information & Assistance - The agency handled 894 calls in December 2023 regarding Information and Assistance for services and questions related to older adults.

Senior Oral Healthcare Program – No invoices were received in December 2023. All outstanding vouchers expired on 12/31/2023.

Medicare/MMAP's – Our certified MMAP's counselor helped 19 individuals in December at no cost to them.

Foot Care – Four clients received in-home foot care and forty-nine clients attended the BSR foot clinics in December 2023.

Hearing Clinic – No one signed up for this service in December 2023.

Estate Planning – Six individuals received services in December 2023 at no cost to them.

Senior Essential Needs Fund – No financial assistance was provided in December 2023.

The Gathering Place Senior Center – The Gathering Place Senior Center offered 16 core activities that 549-cumulative number of individuals. **Compared to a year ago, patron participation is up by 11.7%.**

In-Home Care Services for December 2023 – Compared to the same period in 2022, Personal Care visits are up 10.5% and RN assessments, Medication Management and in-home footcare are up 20.7%.

Number of Home Health Care Clients

Month	Medicaid Waiver Care Management	Sliding Scale Fee	Private Pay	Total Clients
October 2023	26	67	1	94
November 2023	27	72	1	100
December 2023	26	62	1	89
January 2024				
February 2024				
March 2024				
April 2024				
May 2024				
June 2024				
July 2024				
August 2024				
September 2024				

Client Total Hours

Month	Medicaid Waiver Care Management PACENorth	Sliding Scale Fee	Private Pay	Assessments And Wound Care	Total Hours
October 2023	514.5	497.25	0	80	1091.75
November 2023	522	454	0	70	1046
December 2023	458.25	445	0	55	958.25
January 2024					
February 2024					
March 2024					
April 2024					
May 2024					
June 2024					
July 2024					
August 2024					
September 2024					
TOTALS	1494.75	1396.25	0	205	3096

Client Total Visits

	RN Assessments	RN Med Management	Personal Care	Respite	Homemaking	In home Foot Care/ Wound care	Totals
October 2023	80	54	443	13	8	6	604
November 2023	70	51	407	12	14	3	557
December 2023	55	56	364	11	10	4	500
January 2024							
February 2024							
March 2024							
April 2024							
May 2024							
June 2024							
July 2024							
August 2024							
September 2024							
TOTALS	205	161	1214	36	32	13	1661

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

	Dec 31, 23	Sep 30, 23	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
001 · STATE SAVINGS BANK CHECKING	112,567.05	135,902.37	(23,335.32)
003 · STATE SAVINGS BANK HRA	1,102.18	1,885.16	(782.98)
011 · AMERICAN DEPOSIT MANAGEMENT	6,327.27	49,700.91	(43,373.64)
011.3 · BOARD DESIGNATED OP RESERV FUND	565,700.00	565,700.00	0.00
Total Checking/Savings	685,696.50	753,188.44	(67,491.94)
Accounts Receivable			
1200 · Accounts Receivable	22,899.55	39,515.71	(16,616.16)
Total Accounts Receivable	22,899.55	39,515.71	(16,616.16)
Other Current Assets			
109 · INVENTORY	16,384.60	9,066.62	7,317.98
1499 · Undeposited Funds	16,989.35	4,366.05	12,623.30
Total Other Current Assets	33,373.95	13,432.67	19,941.28
Total Current Assets	741,970.00	806,136.82	(64,166.82)
Fixed Assets			
150 · BUILDING	480,375.70	480,375.70	0.00
151 · VEHICLES	208,526.00	208,526.00	0.00
152 · EQUIPMENT	170,977.38	170,908.48	68.90
157 · LAND IMPROVEMENTS	1,800.00	1,800.00	0.00
160 · ACCUMULATED DEPRECIATION	(484,737.07)	(474,540.43)	(10,196.64)
Total Fixed Assets	376,942.01	387,069.75	(10,127.74)
TOTAL ASSETS	1,118,912.01	1,193,206.57	(74,294.56)
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
5,813.07	5,813.07	46,607.11	(40,794.04)
Tot: 2000 · Accounts Payable	5,813.07	46,607.11	(40,794.04)
Other Current Liabilities			
MARTIN - GARNISHMENT	187.89	0.00	187.89
205 · PREPAID TRIP/INSURANCE	3,308.00	0.00	3,308.00
2100 · Payroll Liabilities	12,252.46	7,215.78	5,036.68
220 · ACCRUED VACATION LIABILITY	0.00	47,789.53	(47,789.53)
223 · JOHN HANCOCK PAYABLE	3,095.69	2,208.26	887.43
232 · AFLAC PAYABLE	756.10	742.42	13.68
239 · ACCRUED WAGES	0.00	43,029.77	(43,029.77)
Total Other Current Liabilities	19,600.14	100,985.76	(81,385.62)
Total Current Liabilities	25,413.21	147,592.87	(122,179.66)
Long Term Liabilities			
250 · MORTGAGE PAYABLE	88,731.64	91,153.07	(2,421.43)
253 · LEASE PAYABLE	3,737.62	4,138.15	(400.53)
260 · NET PENSION LIABILITY	592,403.00	592,403.00	0.00
Total Long Term Liabilities	684,872.26	687,694.22	(2,821.96)
Total Liabilities	710,285.47	835,287.09	(125,001.62)

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

	Dec 31, 23	Sep 30, 23	\$ Change
Equity			
Net Assets w/ Donor Restriction	7,318.00	7,318.00	0.00
Net Assets w/o Donor Restrictio	350,601.48	350,601.48	0.00
3900 · NET ASSETS	357,919.48	491,471.91	(133,552.43)
3900D0 · FUND BALANCE	(357,919.48)	(357,919.48)	0.00
Net Income	50,707.06	(133,552.43)	184,259.49
Total Equity	408,626.54	357,919.48	50,707.06
TOTAL LIABILITIES & EQUITY	1,118,912.01	1,193,206.57	(74,294.56)

BENZIE SENIOR RESOURCES
Statement of Financial Income & Expense
December 2023

	Dec 2023	Budget	\$ Change
ORDINARY INCOME/EXPENSE			
INCOME			
519.03 · TITLE III C2 INCOME	9,893.25	9,893.00	0.25
519.05 MIPPA (MMAP)	0.00	1,200.00	(1,200.00)
540 · GRANTS	4,350.00	13,750.00	(9,400.00)
561 - HDM WAIVER	1,945.00	2,009.00	(64.00)
642 · CHARGES FOR SERVICES/CONT	538.60	283.00	255.60
642.01 · FEE FOR SERVICE/CHORE	(56.00)	0.00	(56.00)
642.02 · FEE FOR SERVICE/HOMEMAKER	3,289.00	2,400.00	889.00
642.03 - FEE FOR SERV/SNOW REMOVAL	2,111.00	6,000.00	(3,889.00)
642.06 - BENZIE BUS HEALTH RIDE	50.00	85.00	(35.00)
642.1 - FEE FOR SLIDING SCALE CLIENTS	6,025.59	8,363.00	(2,337.41)
642.05 - FEE FOR PRIVATE PAY & INS	0.00	363.00	(363.00)
670 - CLIENT INCOME	13,538.21	11,544.00	1,994.21
671 - PACE NORTH Client Income	500.50	590.00	(89.50)
673 · NEWSLETTER SUB	40.00	40.00	0.00
675 · DONATIONS	10,396.42	15,150.00	(4,753.58)
676 · MILLAGE	111,025.33	111,108.00	(82.67)
677· FUNDRAISING INCOME	37,198.43	51,750.00	(14,551.57)
680 · VOLUNTEER WAGES (IN-KIND).	10,937.50	8,750.00	2,187.50
TOTAL INCOME	211,782.83	243,278.00	(31,495.17)
GROSS PROFIT	211,782.83	243,278.00	(31,495.17)
EXPENSE			
700 - ACCOUNTING FEES	6,000.00	8,000.00	(2,000.00)
705 · SALARY AND WAGES	86,932.05	88,114.00	(1,181.95)
705.1 TRAVEL TIME	1,381.68	1,535.00	(153.32)
708 · PAYROLL TAX EXPENSE	6,537.34	6,250.00	287.34
708.1 UNEMPLOYMENT INSURANCE AGEN	133.93	45.00	88.93
709 · EDUCATION/TRAINING	0.00	160.00	(160.00)
710 · EVENTS	0.00	165.00	(165.00)
711 · TGPSC ACTIVITIES	111.97	375.00	(263.03)
717 · DUES/SUBSCRIPTIONS	90.00	500.00	(410.00)
721 · COMPUTER EXPENSES	5,232.65	3,258.00	1,974.65
725 · FRINGE BENEFITS	14,162.52	14,282.00	(119.48)
726 - FUNDRAISING/MARKETING EXP	68.19	485.00	(416.81)
727 · SUPPLIES	1,002.45	3,580.00	(2,577.55)
727.2 · OFFICE EXP	2,075.38	1,535.00	540.38
727.3 - POSTAGE	205.58	497.00	(291.42)
727.4 - ADVERTISING	2,213.63	1,750.00	463.63
740 · FOOD	15,916.36	22,170.00	(6,253.64)

BENZIE SENIOR RESOURCES
Statement of Financial Income & Expense
December 2023

	Dec 2023	Budget	\$ Change
819 · CONTRACTUAL	17,056.75	15,310.00	1,746.75
820 · VOLUNTEER WAGES (IN-KIND)	10,937.50	8,750.00	2,187.50
825 · VOLUNTEER EXPENSES	253.91	460.00	(206.09)
850 · TELEPHONE	887.22	715.00	172.22
861 · TRAVEL/MILEAGE/GAS	3,693.62	3,370.00	323.62
900 · INTEREST EXPENSE	223.35	230.00	(6.65)
910 · INSURANCE	0.00	4,150.00	(4,150.00)
915 · PROJECTS	1,022.45	3,735.00	(2,712.55)
920 · UTILITIES	2,187.09	2,865.00	(677.91)
940 · DEPRECIATION EXPENSE	3,398.88	3,500.00	(101.12)
980 · EQUIPMENT/REPAIRS	1,086.88	2,040.00	(953.12)
980.1 - OUTDOOR MAINTENANCE	804.00	90.00	714.00
980.2 - INDOOR MAINTENANCE	150.00	150.00	0.00
981-HDM FLEET MAINTENANCE/GAS	0.00	1,935.00	(1,935.00)
Other	2,899.76	0.00	2,899.76
			0.00
TOTAL EXPENSE	186,665.14	200,001.00	(13,335.86)
NET ORDINARY INCOME	25,117.69	43,277.00	(18,159.31)
OTHER INCOME/EXPENSES			
OTHER INCOME			
990 · INTEREST/DIVIDEND INCOME	2,134.58	1,835.00	299.58
999 - OTHER INCOME	1,787.57	165.00	1,622.57
TOTAL OTHER INCOME	3,922.15	2,000.00	1,922.15
OTHER EXPENSE			
999.1 · OTHER EXPENSE	0.00	165.00	(165.00)
99999 - LEGAL EXPENSE	0.00	85.00	(85.00)
TOTAL OTHER EXPENSE	0.00	250.00	(250.00)
NET OTHER INCOME	3,922.15	1,750.00	2,172.15
NET INCOME	29,039.84	45,027.00	(15,987.16)

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

	<u>Oct-Dec 2023</u>	<u>Budget</u>	<u>\$ Change</u>	Percent Received or Expended
ORDINARY INCOME/EXPENSE				
INCOME				
519.03 · TITLE III C2 INCOME	29,679.75	29,680.00	(0.25)	25.0%
519.05 MIPPA (MMAP)	1,200.00	1,200.00	0.00	67.0%
540 · GRANTS	24,350.00	41,250.00	(16,900.00)	14.8%
561 - HDM WAIVER	4,158.50	4,018.00	140.50	19.0%
642 · CHARGES FOR SERVICES/CONT	1,544.10	849.00	695.10	45.4%
642.01 · FEE FOR SERVICE/CHORE	(586.00)	0.00	(586.00)	0.0%
642.02 · FEE FOR SERVICE/HOMEMAKER	10,564.00	7,300.00	3,264.00	27.8%
642.03 - FEE FOR SERV/SNOW REMOVAL	14,873.00	18,500.00	(3,627.00)	55.0%
642.06 - BENZIE BUS HEALTH RIDE	170.00	255.00	(85.00)	16.7%
642.1 - FEE FOR SLIDING SCALE CLIENTS	12,648.91	16,726.00	(4,077.09)	13.8%
642.05 - FEE FOR PRIVATE PAY & INS	0.00	726.00	(726.00)	0.0%
670 - CLIENT INCOME	28,417.94	23,088.00	5,329.94	22.4%
671 - PACE NORTH Client Income	734.50	1,180.00	(445.50)	11.4%
673 · NEWSLETTER SUB	130.00	120.00	10.00	26.0%
675 · DONATIONS	38,320.33	45,950.00	(7,629.67)	21.0%
676 · MILLAGE	324,842.99	333,324.00	(8,481.01)	24.4%
677· FUNDRAISING INCOME	45,889.95	64,750.00	(18,860.05)	42.5%
680 · VOLUNTEER WAGES (IN-KIND).	29,704.50	26,250.00	3,454.50	28.3%
TOTAL INCOME	<u>566,642.47</u>	<u>615,166.00</u>	<u>(48,523.53)</u>	23.3%
GROSS PROFIT	566,642.47	615,166.00	(48,523.53)	
EXPENSE				
700 - ACCOUNTING FEES	6,000.00	8,000.00	(2,000.00)	75.0%
705 · SALARY AND WAGES	263,149.64	264,814.00	(1,664.36)	22.8%
705.1 TRAVEL TIME	4,601.16	5,385.00	(783.84)	23.0%
708 · PAYROLL TAX EXPENSE	19,207.14	18,900.00	307.14	23.4%
708.1 UNEMPLOYMENT INSURANCE AGEN	261.36	190.00	71.36	5.0%
709 · EDUCATION/TRAINING	713.28	480.00	233.28	37.0%
710 · EVENTS	188.74	495.00	(306.26)	9.6%
711 · TGPSC ACTIVITIES	388.69	1,125.00	(736.31)	9.0%
717 · DUES/SUBSCRIPTIONS	515.80	2,525.00	(2,009.20)	8.2%
721 · COMPUTER EXPENSES	11,128.18	9,774.00	1,354.18	28.5%
725 · FRINGE BENEFITS	(7,078.85)	(5,149.00)	(1,929.85)	0.0%
726 - FUNDRAISING/MARKETING EXP	3,717.25	2,768.00	949.25	80.1%
727 · SUPPLIES	8,264.63	10,740.00	(2,475.37)	19.2%
727.2 · OFFICE EXP	4,894.07	4,605.00	289.07	26.6%

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

	Oct-Dec 2023	Budget	\$ Change	Percent Received or Expended
727.3 - POSTAGE	444.69	1,491.00	(1,046.31)	7.5%
727.4 - ADVERTISING	3,638.41	2,550.00	1,088.41	75.8%
740 - FOOD	63,265.84	66,500.00	(3,234.16)	23.8%
819 - CONTRACTUAL	44,770.75	39,920.00	4,850.75	20.4%
820 - VOLUNTEER WAGES (IN-KIND)	29,704.50	26,250.00	3,454.50	28.3%
825 - VOLUNTEER EXPENSES	3,796.59	4,140.00	(343.41)	24.8%
850 - TELEPHONE	2,454.03	2,145.00	309.03	28.8%
861 - TRAVEL/MILEAGE/GAS	13,631.60	10,900.00	2,731.60	33.0%
900 - INTEREST EXPENSE	683.57	690.00	(6.43)	24.8%
910 - INSURANCE	6,668.50	18,300.00	(11,631.50)	11.5%
915 - PROJECTS	3,173.63	5,895.00	(2,721.37)	17.6%
920 - UTILITIES	8,049.86	8,595.00	(545.14)	23.4%
940 - DEPRECIATION EXPENSE	10,196.64	10,500.00	(303.36)	24.3%
980 - EQUIPMENT/REPAIRS	8,219.74	6,120.00	2,099.74	33.6%
980.1 - OUTDOOR MAINTENANCE	2,211.63	270.00	1,941.63	27.7%
980.2 - INDOOR MAINTENANCE	375.00	450.00	(75.00)	20.8%
981-HDM FLEET MAINTENANCE/GAS	4,857.75	5,805.00	(947.25)	21.0%
Other	4,716.98	0.00	4,716.98	4717.0%
			0.00	
TOTAL EXPENSE	526,810.80	535,173.00	(8,362.20)	21.6%
NET ORDINARY INCOME	39,831.67	79,993.00	(40,161.33)	
OTHER INCOME/EXPENSES				
OTHER INCOME				
990 - INTEREST/DIVIDEND INCOME	6,667.46	5,505.00	1,162.46	30.3%
999 - OTHER INCOME	4,447.57	496.00	3,951.57	222.4%
TOTAL OTHER INCOME	11,115.03	6,001.00	5,114.03	46.3%
OTHER EXPENSE				
999.1 - OTHER EXPENSE	0.00	245.00	(245.00)	0.0%
99999 - LEGAL EXPENSE	240.00	505.00	(265.00)	12.0%
TOTAL OTHER EXPENSE	240.00	750.00	(510.00)	8.0%
NET OTHER INCOME	10,875.03	5,251.00	5,624.03	
NET INCOME	50,706.70	85,244.00	(34,537.30)	

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

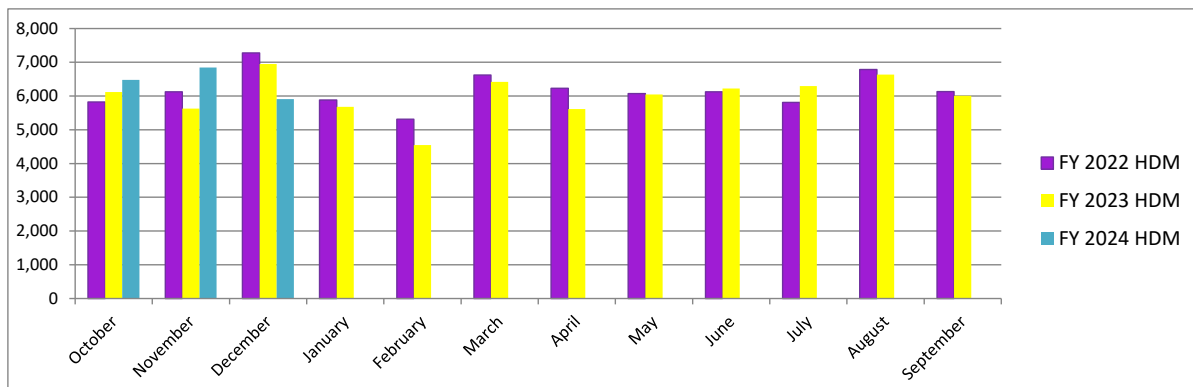
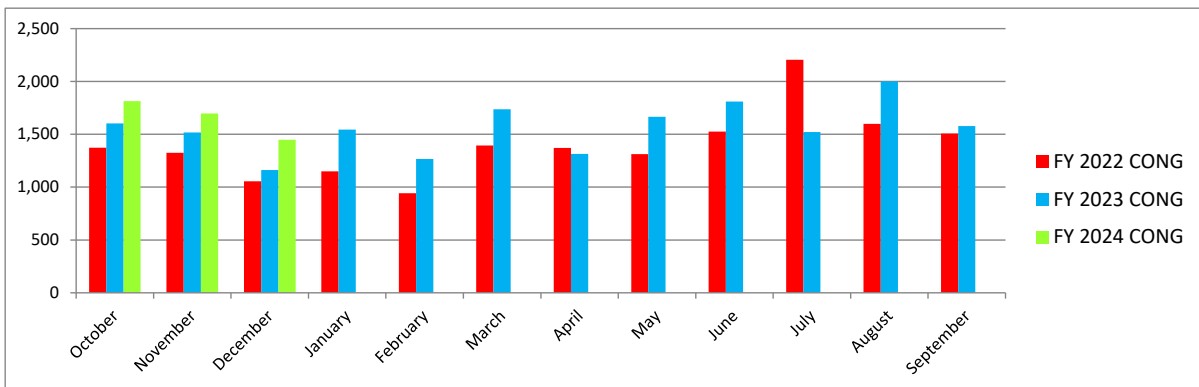
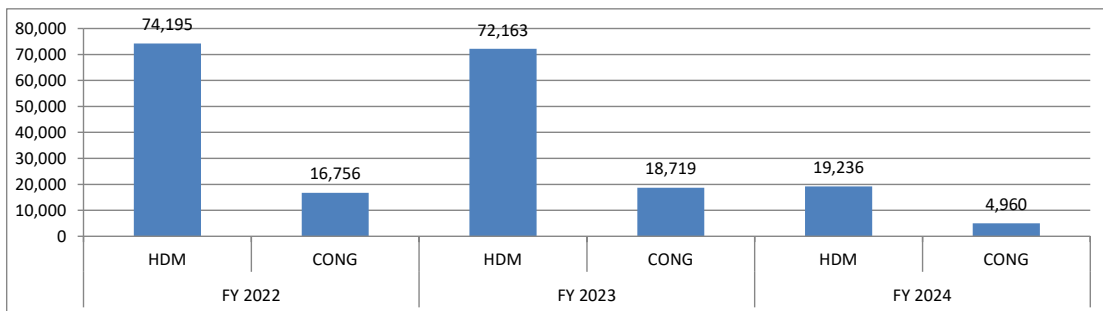
	Oct-Dec 2023	Oct-Dec 2022	
ORDINARY INCOME/EXPENSE			
INCOME			
519.03 · TITLE III C2 INCOME	29,679.75	29,322.00	357.75
519.05 MIPPA (MMAP)	1,200.00	1,200.00	0.00
540 · GRANTS	24,350.00	50,300.00	(25,950.00)
561 - HDM WAIVER	4,158.50	4,517.50	(359.00)
642 · CHARGES FOR SERVICES/CONT	1,544.00	701.00	843.00
642.01 · FEE FOR SERVICE/CHORE	(586.00)	(232.00)	(354.00)
642.02 · FEE FOR SERVICE/HOMEMAKER	10,564.00	8,529.00	2,035.00
642.03 - FEE FOR SERV/SNOW REMOVAL	14,873.00	18,000.00	(3,127.00)
642.06 - BENZIE BUS HEALTH RIDE	170.00	310.00	(140.00)
642.1 - FEE FOR SLIDING SCALE CLIENTS	12,648.91	14,734.89	(2,085.98)
642.05 - FEE FOR PRIVATE PAY & INS	0.00	923.75	(923.75)
670 - CLIENT INCOME	28,417.94	23,372.44	5,045.50
671 - PACE NORTH Client Income	734.50	1,053.00	(318.50)
673 · NEWSLETTER SUB	130.00	150.00	(20.00)
675 · DONATIONS	38,320.33	35,551.52	2,768.81
676 · MILLAGE	324,842.99	307,731.51	17,111.48
677· FUNDRAISING INCOME	45,889.95	50,709.43	(4,819.48)
680 · VOLUNTEER WAGES (IN-KIND).	29,704.50	20,582.58	9,121.92
TOTAL INCOME	566,642.37	567,456.62	(814.25)
GROSS PROFIT	566,642.37	567,456.62	(814.25)
EXPENSE			
700 - ACCOUNTING FEES	6,000.00	8,000.00	(2,000.00)
705 · SALARY AND WAGES	263,149.64	242,858.31	20,291.33
705.1 TRAVEL TIME	4,601.16	4,685.07	(83.91)
708 · PAYROLL TAX EXPENSE	19,207.14	13,841.95	5,365.19
708.1 UNEMPLOYMENT INSURANCE AGEN	261.36	223.70	37.66
709 · EDUCATION/TRAINING	713.28	744.90	(31.62)
710 · EVENTS	188.74	451.88	(263.14)
711 · TGpsc ACTIVITIES	388.69	541.75	(153.06)
717 · DUES/SUBSCRIPTIONS	515.80	4,579.00	(4,063.20)
720 - BAD DEBT	0.00	61.00	(61.00)
721 · COMPUTER EXPENSES	11,128.18	9,239.96	1,888.22
725 · FRINGE BENEFITS	(7,078.85)	(14,626.66)	7,547.81
726 - FUNDRAISING/MARKETING EXP	3,717.25	2,544.20	1,173.05
727 · SUPPLIES	8,264.63	10,482.87	(2,218.24)
727.2 · OFFICE EXP	4,894.07	4,016.93	877.14
727.3 - POSTAGE	444.69	1,389.11	(944.42)
727.4 - ADVERTISING	3,638.41	1,744.56	1,893.85

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

	Oct-Dec 2023	Oct-Dec 2022	
740 · FOOD	63,265.84	62,203.51	1,062.33
819 · CONTRACTUAL	44,770.75	50,395.95	(5,625.20)
820 · VOLUNTEER WAGES (IN-KIND)	29,704.50	20,582.58	9,121.92
825 · VOLUNTEER EXPENSES	3,796.59	3,336.91	459.68
850 · TELEPHONE	2,454.03	1,593.45	860.58
861 · TRAVEL/MILEAGE/GAS	13,631.60	11,536.48	2,095.12
900 · INTEREST EXPENSE	683.57	755.53	(71.96)
910 · INSURANCE	6,668.50	15,787.72	(9,119.22)
915 · PROJECTS	3,173.63	5,715.38	(2,541.75)
920 · UTILITIES	8,049.86	8,929.41	(879.55)
940 · DEPRECIATION EXPENSE	10,196.64	10,196.64	0.00
980 · EQUIPMENT/REPAIRS	8,219.74	7,104.01	1,115.73
980.1 - OUTDOOR MAINTENANCE	2,211.63	89.97	2,121.66
980.2 - INDOOR MAINTENANCE	375.00	207.03	167.97
981-HDM FLEET MAINTENANCE/GAS	4,857.75	13,894.14	(9,036.39)
Other	4,716.98	0.00	4,716.98
TOTAL EXPENSE	526,810.80	503,107.24	23,703.56
NET ORDINARY INCOME	39,831.57	64,349.38	(24,517.81)
OTHER INCOME/EXPENSES			
OTHER INCOME			
990 · INTEREST/DIVIDEND INCOME	6,667.46	2,989.39	3,678.07
999 - OTHER INCOME	4,447.57	423.77	4,023.80
TOTAL OTHER INCOME	11,115.03	3,413.16	7,701.87
OTHER EXPENSE			
99999 - LEGAL EXPENSE	240.00	3,302.00	(3,062.00)
TOTAL OTHER EXPENSE	240.00	3,302.00	(3,062.00)
NET OTHER INCOME	10,875.03	111.16	10,763.87
NET INCOME	50,706.60	64,460.54	(13,753.94)

Benzie Senior Resources
HDM/Cong comparison
Units Served 2022-2023-2024

	FY 2022		FY 2023		FY 2024	
	HDM	CONG	HDM	CONG	HDM	CONG
October	5,827	1,374	6,116	1,603	6,477	1,815
November	6,124	1,324	5,627	1,518	6,848	1,696
December	7,274	1,055	6,949	1,162	5,911	1,449
January	5,881	1,149	5,682	1,544		
February	5,314	942	4,547	1,266		
March	6,622	1,394	6,417	1,737		
April	6,230	1,370	5,614	1,315		
May	6,073	1,313	6,048	1,665		
June	6,123	1,526	6,223	1,809		
July	5,810	2,204	6,295	1,522		
August	6,786	1,599	6,639	2,001		
September	6,131	1,506	6,006	1,577		
total meals	74,195	16,756	72,163	18,719	19,236	4,960



December 2023 Journal Entry Summary

- 674. JE to exchange chore vouchers for snow removal vouchers
- 675. JE to record monthly depreciation expense (non-cash transaction) *
- 676. JE to record payroll spread across all programs- original payroll entry posts to one class *
- 677. JE to reclass payroll health insurance deductions from “uncategorized” to appropriate class, i.e. Home Health and Admin *
- 678. JE to record 401K payroll deferrals across all programs - original payroll entry posts to one class *
- 679. JE to record inventory at month end *
- 680. JE to reclass payroll mileage reimbursements from “uncategorized” to appropriate class, i.e. Home Health and Admin *
- 681. JE to record volunteer hours in-kind wages *

* **Monthly recurring Journal Entries.**

December 2023

[illegible]

BENZIE SENIOR RESOURCES

Monthly Journal Entries

December 2023

Trans #	Type	Date	Num	Memo	Debit	Credit
					3,693.62	3,693.62
140029	General Journal	12/31/2023	681	TO RECORD INKIND WAGES	10,713.50	
				TO RECORD INKIND WAGES		10,713.50
				TO RECORD INKIND WAGES	224.00	
				TO RECORD INKIND WAGES		224.00
					10,937.50	10,937.50
TOTAL					74,577.80	74,577.80

Finance Report

BILLS TO BE APPROVED**January 23, 2024****Motion to approve Vouchers in the amount of:**

\$ 176,177.18 General Fund (101)

\$ 8,027.65 Ambulance Fund & ALS (210)

\$ 20,179.07 Jail (213)

\$ 1,211.63 Fund 105-238

\$ 73.12 Building (249)

\$ 1,743.83 ACO Fund (251)

\$ 9,226.09 Dispatch 911 Fund (261)

\$ 114,701.12 Fund 239-292

\$ 194,578.73 Fund 293-690

\$ 7,932.98 Fund 701

\$ 80,866.74 Fund 702-771

\$ 614,718.14

Payable January 5 to January 18

Date	Fund 101 General	Fund 210 EMS	Fund 213 Jail	Fund 105-238	Fund 249 Building	Fund 251 ACO	Fund 261 Dispatch	Fund 239-292	Fund 293-690	Fund 701 Trust/Agency	Fund 702-771	Totals
1/11/2024	\$ 149,047.62	\$ 2,816.07	\$ 8,719.22	\$ 191.61	\$ 73.12	\$ 152.36	\$ 1,450.14	\$ 113,801.37	\$ 154,954.20	\$ 7,339.98	\$ -	\$ 438,545.69
01/11/2024 EFT	\$ 1,259.24	\$ 226.80	\$ -	\$ 77.48	\$ -	\$ 23.98	\$ 898.99	\$ -	\$ 929.23	\$ -	\$ -	\$ 3,415.72
1/18/2024	\$ 29,500.72	\$ 4,984.78	\$ 10,578.85	\$ 694.35	\$ -	\$ 1,567.49	\$ 6,876.96	\$ 899.75	\$ 38,351.49	\$ 593.00	\$ 80,866.74	\$ 174,914.13
1/18/24 EFT	\$ 1,169.60	\$ -	\$ 881.00	\$ 248.19	\$ -	\$ -	\$ -	\$ -	\$ 343.81	\$ -	\$ -	\$ 2,642.60
Voided Check	\$ (4,800.00)											\$ (4,800.00)
												\$ -
												\$ -
												\$ -
												\$ -
												\$ -
												\$ -
												\$ -
												\$ -
												\$ -
Totals	\$ 176,177.18	\$ 8,027.65	\$ 20,179.07	\$ 1,211.63	\$ 73.12	\$ 1,743.83	\$ 9,226.09	\$ 114,701.12	\$ 194,578.73	\$ 7,932.98	\$ 80,866.74	\$ 614,718.14

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

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

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

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

01/18/2024 12:54 PM
User: RLynn
DB: Benzie County

INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY
EXP CHECK RUN DATES 01/05/2024 - 01/18/2024
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 1/11

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 101 BOARD OF COMMISSIONERS					
101-101-860.00	TRAVEL	MARKEY, TIM	NOVEMBER & DECEMBER 2023 TRAVEL VOUCHER	16.75	92531
101-101-860.00	TRAVEL	WARSECKE, EVAN	NOVEMBER 23 TO JANUARY 2024 TRAVEL VOUCHER	160.13	92639
101-101-900.00	PRINTING & PUBLISHING	THE PIONEER GROUP	JURY BOARD & ORGANIZATIONAL MEETING NOTES	154.80	92559
101-101-955.00	DUES & REGISTRATIONS	VISA	DECEMBER VISA COMBINED BILLS	839.90	50
Total For Dept 101 BOARD OF COMMISSIONERS				1,171.58	
Dept 172 ADMINISTRATOR					
101-172-727.00	OFFICE SUPPLIES	VISA	DECEMBER VISA COMBINED BILLS	17.99	50
101-172-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES, INC.	TAX DOCUMENTS	118.26	92570
101-172-800.00	CONTRACTED SERVICES	CHERRY CAPITAL CONNECTION	INTERNET FOR ALL 12TH INSTALLMENT	100,000.00	92495
101-172-800.00	CONTRACTED SERVICES	GROW BENZIE	BROADBAND INITIATIVE INVOICE FOR DECEMBER	1,425.00	92516
101-172-800.00	CONTRACTED SERVICES	MITCHELL SHAPIRO	DECEMBER 2023 CHARGES	5,715.00	92621
Total For Dept 172 ADMINISTRATOR				107,276.25	
Dept 215 COUNTY CLERK					
101-215-860.00	TRAVEL	VISA	DECEMBER VISA COMBINED BILLS	22.16	50
101-215-860.00	TRAVEL	BOWERS, TAMMY	TRAIN THE TRAINER CONFERENCE IN TRAVERS	72.20	92487
101-215-955.00	DUES & REGISTRATIONS	MPJRA	MPJRA DUES:BOWERS,CHILDS,BAKER,CLINE &	500.00	92538
Total For Dept 215 COUNTY CLERK				594.36	
Dept 233 CENTRAL SERVICES					
101-233-727.10	COUNTY OFFICE SUPPLIES	JACKPINE BUSINESS CENTERS	20 BOXES OF PAPER	979.40	92520
101-233-800.00	CONTRACTED SERVICES	TELNET WORLDWIDE	BENZIE COUNTY PHONES-ACCT# 61319	1,176.24	92634
101-233-874.00	MEDICAL INSURANCE - RETIREES	KOSIBOSKI, JEFFREY	RETIREE HEALTH SUPPLEMENT BENEFIT PER C	175.00	92525
101-233-874.00	MEDICAL INSURANCE - RETIREES	TUCKER, DAVID	RETIREE, HEALTH SUPPLEMENT BENEFIT	175.00	92562
101-233-874.00	MEDICAL INSURANCE - RETIREES	BLUE CARE NETWORK	GROUP#00189733 SUB#0002 FEBRUARY RETIRE	1,182.27	92577
101-233-940.20	EQUIPMENT LEASE-40029846	TEAM FINANCIAL GROUP, INC.	CUSTOMER #00110273 CONTRACT #40027957-1	120.97	92558
101-233-940.20	EQUIPMENT LEASE-40029846	TEAM FINANCIAL GROUP, INC.	CUSTOMER #40029846 CONTRACT #40029846-1	189.93	92558
101-233-940.20	EQUIPMENT LEASE-40029846	TEAM FINANCIAL GROUP, INC.	CUSTOMER #40033811 CONTRACT #40033811-1	73.19	92558
101-233-940.20	EQUIPMENT LEASE-40029846	TEAM FINANCIAL GROUP, INC.	CUSTOMER #40008416 CONTRACT #40035973-1	138.65	92558
101-233-940.20	EQUIPMENT LEASE-40029846	TEAM FINANCIAL GROUP, INC.	CUSTOMER #40032368 CONTRACT #40032368-1	375.75	92632
101-233-940.20	EQUIPMENT LEASE	TELNET WORLDWIDE	BENZIE COUNTY PHONES-ACCT# 61319	473.16	92634
Total For Dept 233 CENTRAL SERVICES				5,059.56	
Dept 257 EQUALIZATION DEPARTMENT					
101-257-860.00	TRAVEL	LINDSAY, BRIANNE	MILEAGE FOR MAED MEETING	115.28	92529
Total For Dept 257 EQUALIZATION DEPARTMENT				115.28	
Dept 262 ELECTIONS					
101-262-721.00	PER DIEM	GARY GIELCZYK	BOARD OF CANVASSERS	40.00	92508
101-262-721.00	PER DIEM	JAN MILLER	BOARD OF CANVASSERS	40.00	92521
101-262-721.00	PER DIEM	MAUREEN JEANNOT	BOARD OF CANVASSERS	40.00	92532
101-262-721.00	PER DIEM	PETE BROWN	BOARD OF CANVASSERS	40.00	92542
101-262-727.00	OFFICE SUPPLIES - BALLOTS	ELECTION SOURCE	ELECTION DATABASE PROGRAMMING (FEB 2024	34.53	92600
101-262-860.00	TRAVEL	GARY GIELCZYK	BOARD OF CANVASSERS	1.88	92508
101-262-860.00	TRAVEL	JAN MILLER	BOARD OF CANVASSERS	1.25	92521
101-262-860.00	TRAVEL	MAUREEN JEANNOT	BOARD OF CANVASSERS	5.63	92532
101-262-860.00	TRAVEL	PETE BROWN	BOARD OF CANVASSERS	18.75	92542
101-262-905.00	PRINTING & PUBLISHING - SUPPLY K	GOVERNMENTAL PRODUCTS LLC	ELECTION RECORD BINDERS	596.50	92609
101-262-905.00	PRINTING & PUBLISHING - SUPPLY K	SPECTRUM PRINTERS, INC	PAPER AND VOTING	204.49	92629
101-262-930.00	EQUIPMENT REPAIR	ELECTION SOURCE	ANNUAL MAINTENANCE CONTRACT PER ST OF M	10,615.00	92503
Total For Dept 262 ELECTIONS				11,638.03	

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 265 BUILDING & GROUNDS					
101-265-750.00	MAINTENANCE SUPPLIES	KSS	CLEANING SUPPLIES-KLENEX	77.81	92527
101-265-750.00	MAINTENANCE SUPPLIES	KSS	CLEANING SUPPLIES	509.98	92527
101-265-800.00	CONTRACTED SERVICES	KATHY HELINE CLEANING	CAMPUS CLEANING FOR MONTH OF DECEMBER 2	5,600.00	92523
101-265-821.00	GARBAGE DISPOSAL	GFL ENVIRONMENTAL	ACCT #002126461 WASTE MANAGEMENT SHERIF	45.58	92509
101-265-821.00	GARBAGE DISPOSAL-MAIN BUILDING 2	GFL ENVIRONMENTAL	ACCT #002110103 WASTE MANAGEMENT GOV CE	303.47	92510
101-265-850.00	TELEPHONE	CENTURYLINK	30343955 COMMUNICATION	40.48	92493
101-265-853.00	CELLULAR PHONES	ZEITS, KATIE	MONTHLY STIPEND PHONE	30.00	92568
101-265-922.00	WATER & SEWER	VILLAGE OF BEULAH	WATER & SEWER FOR GOVERNMENT CENTER	961.86	92638
101-265-922.00	WATER & SEWER	VILLAGE OF BEULAH	WATER AND SEWER	1,019.28	92638
101-265-923.00	FUEL/PROPANE-MAIN/DHS/ROAD	DTE ENERGY	ACCT #9100 209 2920 4 JAIL 12/09/23-01/	531.38	92595
101-265-923.00	FUEL/PROPANE-MAIN/DHS/ROAD	DTE ENERGY	ACCT #9100 209 3120 0 425 COURT PL 12/C	1,176.66	92598
101-265-924.00	ELECTRIC- GARAGE 1000 0586 8649	CONSUMERS ENERGY	ACCT #1000 0051 4313 JAIL 12/07/23-01/C	865.70	92588
101-265-924.00	ELECTRIC-MAIN BUILDING 1000 0051	CONSUMERS ENERGY	ACCT #1000 0051 4248 GOV CENTER 12/07/2	4,843.13	92589
101-265-924.00	ELECTRIC-MAIN BUILDING 1000 0051	CONSUMERS ENERGY	ACCT #1000 0586 8649 MAIN GARAGE 12/11/	155.98	92590
101-265-935.00	BUILDING REPAIRS	JOHNSON CONTROLS FIRE PRO	ANNUAL FIRE ALARM & WET SPRINKLER SYSTE	309.64	92522
101-265-935.00	BUILDING REPAIRS	LARSEN'S LANDSCAPING, LLC.	2024 FERTILIZATION AGREEMENT	165.59	92528
101-265-935.00	BUILDING REPAIRS	AUTOMATIC DOOR SERVICE	SERVICE LABOR & TRAVEL TIME TO REPAIR T	71.33	92573
Total For Dept 265 BUILDING & GROUNDS				16,707.87	
Dept 266 LEGAL & CONTRACTED SERVICES					
101-266-810.00	LEGAL FEES	COHL, STOKER, TOSKEY, P.C.	PROFESSIONAL SERVICES RENDERED FOR MONI	2,266.75	92497
Total For Dept 266 LEGAL & CONTRACTED SERVICES				2,266.75	
Dept 283 CIRCUIT COURT					
101-283-727.00	OFFICE SUPPLIES	MANISTEE COUNTY	REIMBURSEMENT TO MANISTEE COUNTY FOR NC	34.00	92617
101-283-810.00	LEGAL FEES - COURT APPOINTED ATT BARE & WESTFALL, P.C.	PECKHAM/COWLES-PETITION NO 1905		150.00	92479
101-283-810.00	LEGAL FEES - COURT APPOINTED ATT BARE & WESTFALL, P.C.	CHELSEA POPOUR		292.50	92479
101-283-810.00	LEGAL FEES - COURT APPOINTED ATT BARE & WESTFALL, P.C.	MICAH DALZELL-PETITION NO. 1834		82.50	92479
101-283-810.00	LEGAL FEES - COURT APPOINTED ATT SMITH & JOHNSON ATTORNEYS,	FILE #15125-00003 MADISON BRADLEY		292.50	92549
101-283-810.00	LEGAL FEES - COURT APPOINTED ATT SMITH & JOHNSON ATTORNEYS,	FILE# 15125-00001 OSCAR DRIVER		90.00	92549
101-283-810.00	LEGAL FEES - COURT APPOINTED ATT SMITH & JOHNSON ATTORNEYS,	FILE #15125-00004 REBEKA GENTIAN		180.00	92549
101-283-810.00	LEGAL FEES - COURT APPOINTED ATT SMITH & JOHNSON ATTORNEYS,	FILE #15125-00005 ANTHONY COZART		37.50	92549
101-283-810.00	LEGAL FEES - COURT APPOINTED ATT MCDONALD, PATRICK	COURT APPOINTED ATTY FOR VARIOUS NA CAS		18.75	92619
101-283-810.00	LEGAL FEES - COURT APPOINTED ATT MCDONALD, PATRICK	COURT APPOINTED ATTY FOR VARIOUS NA CAS		52.50	92619
101-283-810.00	LEGAL FEES - COURT APPOINTED ATT MCDONALD, PATRICK	COURT APPOINTED ATTY FOR VARIOUS NA CAS		63.75	92619
101-283-810.00	LEGAL FEES - COURT APPOINTED ATT MCDONALD, PATRICK	COURT APPOINTED ATTY FOR VARIOUS NA CAS		180.00	92619
101-283-810.00	LEGAL FEES - COURT APPOINTED ATT MCDONALD, PATRICK	COURT APPOINTED ATTY FOR VARIOUS NA CAS		123.75	92619
101-283-810.00	LEGAL FEES - COURT APPOINTED ATT MCDONALD, PATRICK	COURT APPOINTED ATTY FOR VARIOUS NA CAS		26.25	92619
101-283-810.00	LEGAL FEES - COURT APPOINTED ATT MCDONALD, PATRICK	COURT APPOINTED ATTY FOR VARIOUS NA CAS		3.75	92619
101-283-810.00	LEGAL FEES - COURT APPOINTED ATT MCDONALD, PATRICK	COURT APPOINTED ATTY FOR VARIOUS NA CAS		4,017.39	92619
101-283-810.00	LEGAL FEES - COURT APPOINTED ATT NICHOLAS BROWN LAW, PLLC	COURT APPOINTED ATTY FOR VARIOUS NA CAS		1,170.03	92622
101-283-812.00	APPEALS COURT - LEGAL FEES	JOEL D. KERSHAW, P70938	APPELLATE ATTORNEY ORDER 20-2716-FC	747.16	92612
101-283-816.00	SPECIAL JUDGE	GENO SALOMONE, P36342	COVER JUDGE THOMPSON'S DOCKET	412.06	92606
101-283-860.00	TRAVEL	FELICZAK, KAREN	MILEAGE & MEALS FOR REFEREE ON 12/13/23	44.54	92504
101-283-955.00	CONVENTIONS & DUES	MANISTEE COUNTY	REIMBURSEMENT TO MANISTEE COUNTY FOR NC	248.00	92617
101-283-967.00	PROJECT EXPENSES - DRUG COURT GR BENZIE COUNTY SHERIFF OFF112	DRUG TESTS		60.00	92482
101-283-967.00	PROJECT EXPENSES - DRUG COURT GR BENZIE COUNTY SHERIFF OFF110	DRUG TESTS		50.00	92482
101-283-967.00	PROJECT EXPENSES - DRUG COURT GR BENZIE COUNTY SHERIFF OFF10	DRUG TESTS		50.00	92482
101-283-967.00	PROJECT EXPENSES - DRUG COURT GR BENZIE COUNTY SHERIFF OFF19	DRUG TESTS		45.00	92482
101-283-967.00	PROJECT EXPENSES - DRUG COURT GR BENZIE COUNTY SHERIFF OFF110	DRUG TESTS		50.00	92482
101-283-967.00	PROJECT EXPENSES - DRUG COURT GR KENNETH HILLIARD	CONTRACTED SERVICES FOR DRUG COURT COOF		1,600.55	92524
Total For Dept 283 CIRCUIT COURT				10,122.48	

01/18/2024 12:54 PM
User: Rlynn
DB: Benzie County

INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY
EXP CHECK RUN DATES 01/05/2024 - 01/18/2024
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 3/11

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 286 DISTRICT COURT					
101-286-727.00	OFFICE SUPPLIES	VISA	DECEMBER VISA COMBINED BILLS	21.19	50
101-286-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES, I	OFFICE SUPPLIES-DIVIDERS FOLDERS	99.95	92475
101-286-727.00	OFFICE SUPPLIES	DES MOINES STAMP COMPANY	POCKET NOTARY EMBOSSER	46.00	92501
101-286-727.00	OFFICE SUPPLIES	I.C.L.E.	MI MODEL CRIMINAL JURY INSTRUCTIONS NOV	153.75	92610
101-286-805.10	PROBATE CT APPOINTED ATTORNEY	OHEARN LEGAL	24-0004-MI--L.KACZYNSKI	100.00	92624
101-286-806.00	SCREENING FEES	OPEN DOOR ASSESSMENTS, LLC	SCREENING FEES	225.00	92625
101-286-955.00	DUES & REGISTRATIONS	MPJRA	KIM NOWAK MPJRA DUES FOR 2024	100.00	92538
Total For Dept 286 DISTRICT COURT				745.89	
Dept 296 PROSECUTING ATTORNEY					
101-296-901.00	RESOURCE MATERIALS	RELX INC. DBA LEXISNEXIS	DECEMBER 2023 SUBSCRIPTION	181.00	92628
101-296-955.00	DUES & REGISTRATIONS	PROSECUTING ATTY ASSOC. C	MID WINTER CONFERENCE REG 156883 SARA S	100.00	92627
Total For Dept 296 PROSECUTING ATTORNEY				281.00	
Dept 301 SHERIFF					
101-301-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES, I	OFF SUPP JAIL/ROAD	26.20	92475
101-301-727.00	OFFICE SUPPLIES	TRAVERSE CITY AREA PUBLIC	BUSINESS CARD 2 SETS	25.00	92561
101-301-727.00	OFFICE SUPPLIES	VISA	VISA - BCSO 12312023	175.68	51
101-301-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES, I	OFF SUPP/JAIL MAINT EQUIP	43.94	92570
101-301-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES, I	OFFICE SUPPLIES	17.99	92570
101-301-749.00	VEHICLE REPAIRS	AUTO-WARES	ROAD - VEHICLE REPAIRS	86.17	92477
101-301-749.00	VEHICLE REPAIRS	HEIGES PERFORMANCE, INC.	17 JOURNEY - WHEEL BEARING 98151 MILES	332.89	92518
101-301-749.00	VEHICLE REPAIRS	HEIGES PERFORMANCE, INC.	18-2 PULLEYS/BELT	215.00	92518
101-301-749.00	VEHICLE REPAIRS	WATSON BENZIE LLC	19-4 DRAIN PLUG R&R	15.51	92564
101-301-751.00	UNIFORMS	AMAZON CAPITAL SERVICES, I	BOOTS - DUMOND - SEE NOTES PLS	209.95	92475
101-301-751.00	UNIFORMS	VISA	VISA - BCSO 12312023	379.73	51
101-301-751.00	UNIFORMS	AMAZON CAPITAL SERVICES, I	UNIFORMS - RUBIN	161.85	92570
101-301-751.00	UNIFORMS	L.N. CURTIS & SONS	JACKET (1)	130.46	92614
101-301-800.00	CONTRACTED SERVICES	COVERTTRACK GROUP, INC	12 MONTH SUB - TRACKING	616.15	92592
101-301-855.00	RADIO MAINTENANCE/EQUIPMENT	TELE-RAD, INC.	SGT SEND RADIO FIX	105.00	92633
101-301-961.00	TRAINING & SCHOOLS	VISA	DECEMBER VISA COMBINED BILLS	358.00	50
101-301-961.00	TRAINING & SCHOOLS	VISA	VISA - BCSO 12312023	400.00	51
101-301-970.00	EQUIPMENT	CMP DISTRIBUTORS	3 VESTS BAILIFF/ROAD/JAIL	1,129.00	92496
101-301-970.00	EQUIPMENT	CORO MEDICAL	AED BATTERY & PADS - ROAD	447.00	92591
Total For Dept 301 SHERIFF				4,875.52	
Dept 334 ZERO TOLERANCE, BAILIFF					
101-334-751.00	UNIFORMS	VISA	VISA - BCSO 12312023	214.19	51
101-334-900.00	PRINTING & PUBLISHING	CMP DISTRIBUTORS	3 VESTS BAILIFF/ROAD/JAIL	1,129.00	92496
Total For Dept 334 ZERO TOLERANCE, BAILIFF				1,343.19	
Dept 426 EMERGENCY MANAGEMENT					
101-426-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES, I	EM - FIRST AID BAGS	12.90	92475
101-426-727.00	OFFICE SUPPLIES	DA DESIGNS	WALL DECAL FOR EOC	240.00	92593
101-426-957.00	MISCELLANEOUS	CHARTER COMMUNICATIONS	ACCT#005283701 SERVICES 01/13/24-02/12/	73.18	92581
101-426-957.00	MISCELLANEOUS	CHARTER COMMUNICATIONS	ACCT#005283701 SERVICES 12/13/23-01/12/	146.36	92582
Total For Dept 426 EMERGENCY MANAGEMENT				472.44	
Dept 442 DRAIN COMMISSION					
101-442-819.00	CONTRACT SERVICE - LAKE LEVELS	DIXON, CRAIG	MONTHLY CONTRACTED SERVICES FOR DAM WAI	333.33	92502
Total For Dept 442 DRAIN COMMISSION				333.33	
Dept 649 MENTAL HEALTH					

01/18/2024 12:54 PM
User: RLynn
DB: Benzie County

INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY
EXP CHECK RUN DATES 01/05/2024 - 01/18/2024
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 4/11

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 649 MENTAL HEALTH					
101-649-836.00	APPROPRIATIONS	CENTRA WELLNESS NETWORK	JAN 24 MONTHLY APPROPRIATION	9,731.75	92492
		Total For Dept 649 MENTAL HEALTH		9,731.75	
Dept 662 JUVENILE DIVISION					
101-662-727.00	OFFICE SUPPLIES	WELLS FARGO FINANCIAL LEASING	603-0236145-000 MX-M2651 COPIER	79.90	92565
		Total For Dept 662 JUVENILE DIVISION		79.90	
Dept 684 INTERGOVERNMENTAL					
101-684-883.00	NETWORKS NORTHWEST	NETWORKS NORTHWEST	2024 APPROPRIATION FOR NORTHWEST MICHIGAN	3,125.00	92539
		Total For Dept 684 INTERGOVERNMENTAL		3,125.00	
Dept 711 REGISTER OF DEEDS					
101-711-955.00	DUES & REGISTRATIONS	MI ASSOC OF REGISTER OF DEMAND	ANNUAL MEMBERSHIP DUES 2024	237.00	92533
		Total For Dept 711 REGISTER OF DEEDS		237.00	
		Total For Fund 101 GENERAL FUND		176,177.18	
Fund 210 AMBULANCE FUND					
Dept 265 BUILDING & GROUNDS					
210-265-750.00	MAINTENANCE SUPPLIES	FRANKFORT HARDWARE	HOSE AND NOZEL FOR ST 3 GARAGE	50.98	92507
210-265-750.00	MAINTENANCE SUPPLIES-EMS	2115152 GFL ENVIRONMENTAL	ACCT# 002115152 BCEMS JANUARY	142.63	92511
210-265-750.00	MAINTENANCE SUPPLIES	MI PEST	ST 2 PEST CONTROL	66.00	92534
210-265-750.00	MAINTENANCE SUPPLIES	MI PEST	ST 3 PEST CONTROL	61.00	92534
210-265-750.00	MAINTENANCE SUPPLIES	NUGENT ACE HARDWARE	WASHER FLUID AND DOG TREATS TO KEEP IN	45.43	92541
210-265-850.01	INTERNET, PHONE, CABLE	CHARTER COMMUNICATIONS	ST 3 SPECTRUM SERVICES	276.39	92494
210-265-850.01	INTERNET, PHONE, CABLE	DIRECT TV	ST 2 DIRECT TV	140.23	92594
210-265-850.01	INTERNET, PHONE, CABLE	TELNET WORLDWIDE	BENZIE COUNTY PHONES-ACCT# 61319	19.98	92634
210-265-922.00	WATER & SEWER	CITY OF FRANKFORT	ST 3 WATER AND SEWER	77.24	92585
210-265-923.00	FUEL/PROPANE-EMS, PINE/TVILLE/PA	DTE ENERGY	ACCT #9100 209 2902 2 EMS PARK AVE 12/C	155.26	92596
210-265-923.00	FUEL/PROPANE-EMS, PINE/TVILLE/PA	DTE ENERGY	ACCT #9100 209 3107 7 EMS PINE 12/09/23	178.40	92597
210-265-924.00	ELECTRIC-STATION 3 GARAGE 1000 1	CONSUMERS ENERGY	ACCT #1000 1354 3556 EMS PARK 12/05/23-	117.29	92498
210-265-924.00	ELECTRIC-STATION 3 GARAGE 1000 1	CONSUMERS ENERGY	ACCT #1000 1354 3937 EMS PINE 12/05/23-	75.42	92499
210-265-924.00	ELECTRIC	CHERRYLAND ELECTRIC	ACCT#4129601 EMS TVILLE	176.59	92583
210-265-935.00	BUILDING REPAIRS	GRAND TRAVERSE GARAGE DOOR	ST 2 GARAGE DOOR MAINTENANCE	253.38	92515
		Total For Dept 265 BUILDING & GROUNDS		1,836.22	
Dept 655 ADVANCED LIFE SUPPORT (ALS)					
210-655-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES, INC	CHAIR MAT	118.97	92570
210-655-735.10	MEDICAL SUPPLIES - GAS	AIRGAS	OXYGEN	69.90	92474
210-655-735.10	MEDICAL SUPPLIES - GAS	AIRGAS	OXYGEN	98.68	92474
210-655-749.00	VEHICLE REPAIRS	SAFELITE FULFILLMENT, INC	STONE CHIP REPAIR A23	89.99	92547
210-655-749.00	VEHICLE REPAIRS	XPRESS LUBE	A23 OIL CHANGE	134.65	92567
210-655-751.00	UNIFORMS	BAY SUPPLY & MARKETING, INC	WINTER HATS	530.00	92480
210-655-800.01	CONTRACTED SERVICES - BILLING	FIRE RECOVERY EMS	MONTHLY BILLING INVOICE	4,118.11	92604
210-655-810.00	LEGAL FEES	COHL, STOKER, TOSKEY, P.C.	PROFESSIONAL SERVICES RENDERED FOR MONTH	804.33	92497
210-655-900.00	PRINTING & PUBLISHING	VISA	DECEMBER VISA COMBINED BILLS	226.80	50
		Total For Dept 655 ADVANCED LIFE SUPPORT (ALS)		6,191.43	
		Total For Fund 210 AMBULANCE FUND		8,027.65	
Fund 213 JAIL OPERATIONS FUND					
Dept 265 BUILDING & GROUNDS					
213-265-782.00	MAINTENANCE SUPPLIES	VISA	VISA - BCSO 12312023	308.97	51

01/18/2024 12:54 PM
User: Rlynn
DB: Benzie County

INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY
EXP CHECK RUN DATES 01/05/2024 - 01/18/2024
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 5/11

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 213 JAIL OPERATIONS FUND					
Dept 265 BUILDING & GROUNDS					
213-265-782.00	MAINTENANCE SUPPLIES	AMAZON CAPITAL SERVICES, 1	OFF SUPP/JAIL MAINT EQUIP	24.99	92570
213-265-783.00	EQUIP. SERVICES & SUPPLIES	AMAZON CAPITAL SERVICES, 1	OFFICE/MAINT SUPPLIES	152.46	92475
213-265-784.00	GARBAGE PICK-UP	GFL ENVIRONMENTAL	ACCT #002126461 WASTE MANAGEMENT SHERIE	111.57	92509
213-265-850.00	TELEPHONE	TELNET WORLDWIDE	BENZIE COUNTY PHONES-ACCT# 61319	122.91	92634
213-265-922.00	WATER & SEWER	VILLAGE OF BEULAH	WATER AND SEWER	2,495.26	92638
213-265-923.00	FUEL - NATURAL GAS	DTE ENERGY	ACCT #9100 209 2920 4 JAIL 12/09/23-01/	1,300.87	92595
213-265-924.00	ELECTRIC-JAIL 1000 0051 4313	CONSUMERS ENERGY	ACCT #1000 0051 4313 JAIL 12/07/23-01/C	2,119.46	92588
213-265-935.00	JAIL REPAIRS	AMAZON CAPITAL SERVICES, 1	TOILET VALVE	19.21	92475
213-265-935.00	JAIL REPAIRS	JOHNSON CONTROLS FIRE PRO	ANNUAL FIRE ALARM & WET SPRINKLER SYSTE	693.03	92522
213-265-935.00	JAIL REPAIRS	LARSEN'S LANDSCAPING, LLC.	2024 FERTILIZATION AGREEMENT	370.62	92528
213-265-935.00	JAIL REPAIRS	AUTOMATIC DOOR SERVICE	SERVICE LABOR & TRAVEL TIME TO REPAIR 1	174.63	92573
213-265-935.00	JAIL REPAIRS	SUMMIT FIRE PROTECTION	JAIL KITCHEN FIRE SUPPRESSION	290.60	92631
213-265-935.00	JAIL REPAIRS	TKS SECURITY	BOOKING ROOM - NO SOUND	440.00	92636
Total For Dept 265 BUILDING & GROUNDS				8,624.58	
Dept 351 JAIL - CORRECTIONS					
213-351-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES, 1	OFFICE/MAINT SUPPLIES	17.01	92475
213-351-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES, 1	OFF SUPP JAIL/ROAD	26.20	92475
213-351-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES, 1	JAIL ADMIN CHAIR FIX	39.95	92570
213-351-740.00	FOOD SUPPLIES	BENZIE COUNTY SHERIFF OFFI	PETTY CASH - TRANSPORT/K9/FOOD SUPP	29.97	92483
213-351-740.00	FOOD SUPPLIES	CANTEEN SERVICES	FOOD SUPPLIES 12/31/23 TO 01062024	2,801.55	92491
213-351-740.00	FOOD SUPPLIES	CANTEEN SERVICES	FOOD SUPPLIES 01/07/24 TO 01/13/24	3,045.22	92580
213-351-751.00	UNIFORMS	SPARTAN STORES, INC.	JAIL FOOD SUPPLIES/LAUNDRY SUPPLIES	29.40	92551
213-351-751.00	UNIFORMS	VISA	VISA - BCSO 12312023	90.95	51
213-351-751.00	UNIFORMS	AMAZON CAPITAL SERVICES, 1	SGT. CHEVRONS - JAIL	31.96	92570
213-351-752.00	PRISONERS LAUNDRY	SPARTAN STORES, INC.	JAIL FOOD SUPPLIES/LAUNDRY SUPPLIES	62.36	92551
213-351-810.00	LEGAL FEES	COHL, STOKER, TOSKEY, P.C.	PROFESSIONAL SERVICES RENDERED FOR MONI	621.53	92497
213-351-865.00	PRISONER TRANSFER	BENZIE COUNTY SHERIFF OFFI	PETTY CASH - TRANSPORT/K9/FOOD SUPP	52.86	92483
213-351-865.00	PRISONER TRANSFER	VISA	VISA - BCSO 12312023	29.92	51
213-351-961.00	TRAINING & SCHOOLS	VISA	VISA - BCSO 12312023	451.16	51
213-351-970.00	EQUIPMENT	ACME SPORTS INC	3- 320 HOLSTERS - JAIL	374.95	92473
213-351-970.00	EQUIPMENT	AXON ENTERPRISE INC	JAIL TASER EQUIPMENT	2,227.50	92478
213-351-970.00	EQUIPMENT	CMP DISTRIBUTORS	3 VESTS BAILIFF/ROAD/JAIL	1,129.00	92496
213-351-980.01	BIO-HAZARDS EQUIPMENT	GLOVES BY WEB	GLOVES FOR JAIL	493.00	92608
Total For Dept 351 JAIL - CORRECTIONS				11,554.49	
Total For Fund 213 JAIL OPERATIONS FUND				20,179.07	
Fund 228 SOLID WASTE/RECYCLING FUND					
Dept 000					
228-000-810.00	LEGAL FEES	COHL, STOKER, TOSKEY, P.C.	PROFESSIONAL SERVICES RENDERED FOR MONI	36.56	92497
228-000-821.50	HAZARDOUS WASTE	ERECYCLE LLC	RECYCLING SCREEN MONITORS & CRT MONISTC	50.00	92602
228-000-850.00	TELEPHONE	TELNET WORLDWIDE	BENZIE COUNTY PHONES-ACCT# 61319	9.99	92634
228-000-970.00	EQUIPMENT	VISA	DECEMBER VISA COMBINED BILLS	77.48	50
Total For Dept 000				174.03	
Total For Fund 228 SOLID WASTE/RECYCLING FUND				174.03	
Fund 232 SHERIFF'S K-9 FUND					
Dept 000					
232-000-967.00	PROJECT EXPENSES	AMAZON CAPITAL SERVICES, 1	K9 DOG COLLAR BATTERY	16.95	92475
232-000-967.00	PROJECT EXPENSES	BENZIE COUNTY SHERIFF OFFI	PETTY CASH - TRANSPORT/K9/FOOD SUPP	39.98	92483
232-000-967.00	PROJECT EXPENSES	VISA	VISA - BCSO 12312023	248.19	51

01/18/2024 12:54 PM
User: RLynn
DB: Benzie County

INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY
EXP CHECK RUN DATES 01/05/2024 - 01/18/2024
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 6/11

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 232 SHERIFF'S K-9 FUND					
Dept 000					
232-000-967.00	PROJECT EXPENSES	BAY AREA PET HOSPITALS, LIK9	12/30 EMERGENCY RM VISIT	376.31	92575
232-000-967.00	PROJECT EXPENSES	OAKWOOD VETERINARY HOSPITAL	K9 OMAR 01/02/2024 VISIT	118.05	92623
232-000-967.00	PROJECT EXPENSES	PACKTRACK	YEARLY SUBSCRIPTION - PACKTRAK	140.00	92626
Total For Dept 000				939.48	
Total For Fund 232 SHERIFF'S K-9 FUND				939.48	
Fund 236 SCHOOL RESOURCE OFFICER					
Dept 000					
236-000-810.00	LEGAL FEES	COHL, STOKER, TOSKEY, P.C.	PROFESSIONAL SERVICES RENDERED FOR MONI	73.12	92497
236-000-957.00	MISCELLANEOUS	TRAVERSE CITY AREA PUBLIC	BUSINESS CARD 2 SETS	25.00	92561
Total For Dept 000				98.12	
Total For Fund 236 SCHOOL RESOURCE OFFICER				98.12	
Fund 239 LAND BANK AUTHOITY FUND					
Dept 824 BLIGHT ELIMINATION GRANTS					
239-824-967.00	PROJECT EXPENSES	FISHBECK	PROFESSIONAL SERVICES FOR BC LAND BANK	956.10	92506
Total For Dept 824 BLIGHT ELIMINATION GRANTS				956.10	
Total For Fund 239 LAND BANK AUTHOITY FUND				956.10	
Fund 249 BUILDING DEPARTMENT FUND					
Dept 000					
249-000-810.00	LEGAL FEES	COHL, STOKER, TOSKEY, P.C.	PROFESSIONAL SERVICES RENDERED FOR MONI	73.12	92497
Total For Dept 000				73.12	
Total For Fund 249 BUILDING DEPARTMENT FUND				73.12	
Fund 251 ANIMAL CONTROL FUND					
Dept 265 BUILDING & GROUNDS					
251-265-850.00	TELEPHONE	TELNET WORLDWIDE	BENZIE COUNTY PHONES-ACCT# 61319	26.23	92634
251-265-922.00	WATER & SEWER	VILLAGE OF BEULAH	WATER/SEWER JAN 24	161.58	92638
251-265-924.00	ELECTRIC & HEATING	DTE ENERGY	ACCT# 9100 209 2932 9 ANIMAL CONTROL	622.21	92599
Total For Dept 265 BUILDING & GROUNDS				810.02	
Dept 430 ANIMAL CONTROL					
251-430-727.00	OFFICE SUPPLIES	VISA	DECEMBER VISA COMBINED BILLS	23.98	50
251-430-727.00	OFFICE SUPPLIES	NUGENT ACE HARDWARE	SEALER/SANDER	12.98	92541
251-430-727.00	OFFICE SUPPLIES	SPARTAN STORES, INC.	CLING WRAP	4.49	92550
251-430-810.00	LEGAL FEES	COHL, STOKER, TOSKEY, P.C.	PROFESSIONAL SERVICES RENDERED FOR MONI	109.68	92497
251-430-835.20	ANIMAL EXPENSES	LONG LAKE ANIMAL HOSPITAL	BCO23-12 SPAY AND VACC/BCO23-13 SPAY AN	510.45	92615
251-430-835.20	ANIMAL EXPENSES	LONG LAKE ANIMAL HOSPITAL	BCO23-14 SPAY AND VACC/BCO23-12 HEARTWAF	247.02	92615
251-430-835.50	DISPOSALS & BURIALS	GFL ENVIRONMENTAL	ACCT# 002129320 ANIMAL CONTROL JANUARY	25.21	92512
Total For Dept 430 ANIMAL CONTROL				933.81	
Total For Fund 251 ANIMAL CONTROL FUND				1,743.83	
Fund 259 DISPATCHER TRAINING FUND					
Dept 000					
259-000-961.00	TRAINING & SCHOOLS	MICHIGAN STATE POLICE - C/MPSCS	INTEROP CONFERENCE REGISTRATION-I	175.00	92620
259-000-961.00	TRAINING & SCHOOLS	MICHIGAN STATE POLICE - C/MPSCS	INTEROP CONFERENCE REGISTRATION-E	175.00	92620
Total For Dept 000				350.00	

01/18/2024 12:54 PM
User: Rlynn
DB: Benzie County

INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY
EXP CHECK RUN DATES 01/05/2024 - 01/18/2024
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 7/11

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 259 DISPATCHER TRAINING FUND					
Total For Fund 259 DISPATCHER TRAINING FUND				350.00	
Fund 261 911 EMERGENCY SERVICE FUND					
Dept 266 LEGAL & CONTRACTED SERVICES					
261-266-810.00	LEGAL FEES	COHL, STOKER, TOSKEY, P.C.	PROFESSIONAL SERVICES RENDERED FOR MONI	383.89	92497
Total For Dept 266 LEGAL & CONTRACTED SERVICES				383.89	
Dept 325 DISPATCH/COMMUNICATION					
261-325-727.00	OFFICE SUPPLIES	VISA	DECEMBER VISA COMBINED BILLS	10.00	50
261-325-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES, I	OFFICE SUPPLIES AND NEW CABLES	73.09	92570
261-325-830.00	911 MAINTENANCE CONTRACT	VISA	DECEMBER VISA COMBINED BILLS	399.99	50
261-325-830.00	911 MAINTENANCE CONTRACT	WESTTEL INTERNATIONAL, LLC	911 SOLUTION MONTHLY SERVICE AND MAINTENANCE	938.00	92566
261-325-830.00	911 MAINTENANCE CONTRACT	CHIEF 360	RESPONDER NOTIFICATIONS 2024 YEARLY SERVICE	3,922.00	92584
261-325-853.00	CELLULAR PHONES	TELNET WORLDWIDE	BENZIE COUNTY PHONES-ACCT# 61319	26.23	92634
261-325-930.00	EQUIPMENT REPAIR	AMAZON CAPITAL SERVICES, I	REPLACEMENT CABLES	211.32	92570
261-325-930.00	EQUIPMENT REPAIR	AMAZON CAPITAL SERVICES, I	TRIPP LITE SMART BATTERY BACK UP-CREDIT	(236.07)	92570
261-325-954.10	RENT	GFL ENVIRONMENTAL	ACCT #002126461 WASTE MANAGEMENT SERVICES	2.58	92509
261-325-954.10	RENT	JOHNSON CONTROLS FIRE PRO	ANNUAL FIRE ALARM & WET SPRINKLER SYSTEM	81.88	92522
261-325-954.10	RENT	LARSEN'S LANDSCAPING, LLC	2024 FERTILIZATION AGREEMENT	43.79	92528
261-325-954.10	RENT	AUTOMATIC DOOR SERVICE	SERVICE LABOR & TRAVEL TIME TO REPAIR	4.04	92573
261-325-954.10	RENT	CONSUMERS ENERGY	ACCT #1000 0051 4313 JAIL 12/07/23-01/01	49.14	92588
261-325-954.10	RENT	DTE ENERGY	ACCT #9100 209 2920 4 JAIL 12/09/23-01/01	30.12	92595
261-325-954.10	RENT	VILLAGE OF BEULAH	WATER AND SEWER	57.77	92638
261-325-955.00	DUES & REGISTRATIONS	VISA	DECEMBER VISA COMBINED BILLS	104.00	50
261-325-961.00	TRAINING & SCHOOLS	VISA	DECEMBER VISA COMBINED BILLS	385.00	50
261-325-970.00	EQUIPMENT	AMAZON CAPITAL SERVICES, I	OFFICE SUPPLIES AND NEW CABLES	239.32	92570
261-325-970.00	EQUIPMENT	ID NETWORKS, INC.	DISPATCH POSITION 4 CAD	2,500.00	92611
Total For Dept 325 DISPATCH/COMMUNICATION				8,842.20	
Total For Fund 261 911 EMERGENCY SERVICE FUND				9,226.09	
Fund 265 TNT OFFICER MILLAGE FUND					
Dept 000					
265-000-810.00	LEGAL FEES	COHL, STOKER, TOSKEY, P.C.	PROFESSIONAL SERVICES RENDERED FOR MONI	36.56	92497
Total For Dept 000				36.56	
Total For Fund 265 TNT OFFICER MILLAGE FUND				36.56	
Fund 269 LAW LIBRARY FUND					
Dept 000					
269-000-901.00	RESOURCE MATERIALS	THOMSON REUTERS - WEST	WESTLAW DATATBASE DECEMBER 2023	251.43	92560
269-000-901.00	RESOURCE MATERIALS	THOMSON REUTERS - WEST	BOOKS & BOUNDS TANGIBLE PERSONAL PROPE	1,099.65	92560
269-000-901.00	RESOURCE MATERIALS	I.C.L.E.	MI MODEL CRIMINAL JURY INSTRUCTIONS NOV	153.75	92610
269-000-901.00	RESOURCE MATERIALS	MANISTEE COUNTY	REIMBURSEMENT TO MANISTEE COUNTY FOR NC	288.00	92617
Total For Dept 000				1,792.83	
Total For Fund 269 LAW LIBRARY FUND				1,792.83	
Fund 276 COMMISSION ON AGING MILLAGE FUND					
Dept 000					
276-000-800.00	CONTRACTED SERVICES	BENZIE SENIOR RESOURCES	MONTHLY PAYMENT FOR CONTRACTED SERVICES	111,108.00	92484
Total For Dept 000				111,108.00	
Total For Fund 276 COMMISSION ON AGING MILLAGE FUND				111,108.00	

01/18/2024 12:54 PM
User: Rlynn
DB: Benzie County

INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY
EXP CHECK RUN DATES 01/05/2024 - 01/18/2024
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 8/11

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 292 CHILD CARE FUND					
Dept 000					
292-000-840.95	IN HOME CARE MISC.	TOTAL COURT SERVICES	TETHER-ELECTRONIC MONITORING	108.00	92637
292-000-860.00	TRAVEL/GAS CARDS	ROBINSON, KELLIE	MILEAGE AND MEAL REIMBURSEMENT'S	349.63	92545
Total For Dept 000				457.63	
Total For Fund 292 CHILD CARE FUND				457.63	
Fund 293 VETERAN'S RELIEF FUND					
Dept 000					
293-000-721.00	PER DIEM-VETERAN'S AFFAIRS COMMI	BURCH, TYSON	VETERAN'S AFFAIRS COMMITTEE	40.00	92489
293-000-721.00	PER DIEM-VETERAN'S AFFAIRS	FENDER, GARY	VETERANS AFFAIRS COMMITTEE MEETING	40.00	92505
293-000-721.00	PER DIEM-VETERAN'S AFFAIRS COMMI	KOWALSKI, ED	VETERANS AFFAIRS COMMITTEE MEETING	40.00	92526
293-000-721.00	PER DIEM-VA PER DIEM	SCHAFFER, DONALD E.	VETERAN'S AFFAIRS COMMITTEE	40.00	92548
293-000-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CENTERS	OFFICE FILE FOLDERS FOR VETERAN'S AFFAI	46.17	92520
293-000-839.10	VETERANS FINANCIAL AID	VISA	DECEMBER VISA COMBINED BILLS	598.00	50
293-000-850.00	TELEPHONE	TELNET WORLDWIDE	BENZIE COUNTY PHONES-ACCT# 61319	20.49	92634
293-000-860.00	TRAVE-VETERAN'S AFFAIRS COMMITTE	BURCH, TYSON	VETERAN'S AFFAIRS COMMITTEE	22.14	92489
293-000-860.00	TRAVEL-VETERAN'S AFFAIRS	FENDER, GARY	VETERANS AFFAIRS COMMITTEE MEETING	7.86	92505
293-000-860.00	TRAVE-VETERAN'S AFFAIRS COMMITTE	KOWALSKI, ED	VETERANS AFFAIRS COMMITTEE MEETING	3.93	92526
293-000-860.00	TRAVEL	ROELOFS, ROBERT	VETERAN'S AFFAIRS COMMITTEE	27.51	92546
293-000-860.00	TRAVEL-VA MILEAGE	SCHAFFER, DONALD E.	VETERAN'S AFFAIRS COMMITTEE	2.88	92548
293-000-900.00	PRINTING & PUBLISHING	MIDWESTERN BROADCASTING	59152-3 & 59154-3 VETERANS AFFAIRS ADVE	2,520.00	92536
293-000-900.00	PRINTING & PUBLISHING	STATE OF MICHIGAN	AUDIT OF EXPENDITURE REPORTS PAYBACK	873.44	92552
Total For Dept 000				4,282.42	
Total For Fund 293 VETERAN'S RELIEF FUND				4,282.42	
Fund 296 JUVENILE JUSTICE FUND					
Dept 000					
296-000-800.00	CONTRACTUAL SERVICES	LORI R. WADE	SOCIAL WORK SERVICES TO BENZIE COUNTY I	3,750.00	92616
Total For Dept 000				3,750.00	
Total For Fund 296 JUVENILE JUSTICE FUND				3,750.00	
Fund 401 CAPITAL IMPROVEMENT FUND					
Dept 000					
401-000-967.00	PROJECT EXPENSES	HURST MECHANICAL	ROOFTOP UNIT #4 PROVIDED QUOTE FOR REPF	182.09	92519
401-000-967.00	PROJECT EXPENSES	TAG CONSTRUCTION	FINAL PAYMENT FOR BATHROOM REMODEL BY F	4,850.00	92557
401-000-967.00	PROJECT EXPENSES	TAG CONSTRUCTION	CEILING REPAIR FOR SMALL COURTROOM	850.00	92557
401-000-967.00	PROJECT EXPENSES	TAG CONSTRUCTION	DOOR & PATCH FOR ADMIN OFFICE	2,250.00	92557
401-000-967.00	PROJECT EXPENSES	TAG CONSTRUCTION	MATERIALS TO REPLACE TILES IN RESTROOMS	1,500.00	92557
401-000-967.00	PROJECT EXPENSES	AMERICAN ALUMINUM ACCESSOF	23-4 COOL GUARD FAN GUARD FOR DRIVER SI	81.00	92571
401-000-970.00	EQUIPMENT (VEHICLES)	PROTECT MI RIDE	VEHICLE GRAPHICS FOR JAIL VAN 23-5	475.00	92544
401-000-970.00	EQUIPMENT (VEHICLES)	VISA	VISA - BCSO 12312023	263.82	51
Total For Dept 000				10,451.91	
Dept 101 BOARD OF COMMISSIONERS					
401-101-967.00	PROJECT EXPENSES (GENERAL FUND)	ENVIRONMENT ARCHITECTS	CENTRAL DISPATCH REMODEL + PROBATION &	18,500.00	92601
Total For Dept 101 BOARD OF COMMISSIONERS				18,500.00	
Dept 351 JAIL - CORRECTIONS					
401-351-967.00	PROJECT EXPENSES (JAIL)	BAYSHORE TIRE & AUTO	23-5 TIRES ON NEW 2023 CHRYSLER PACIFIC	724.64	92481
Total For Dept 351 JAIL - CORRECTIONS				724.64	
Dept 901 911/EOC EXPANSION PROJECT					

01/18/2024 12:54 PM
User: Rlynn
DB: Benzie County

INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY
EXP CHECK RUN DATES 01/05/2024 - 01/18/2024
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 9/11

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 401 CAPITAL IMPROVEMENT FUND					
Dept 901 911/EOC EXPANSION PROJECT					
401-901-967.00	PROJECT EXPENSES (911/EOC)	BUSTERS BLINDS & WNDOW FIIHUNTER DOUGLAS-	HONEYCOMB SHADES FOR 91	2,482.00	92490
401-901-967.00	PROJECT EXPENSES (911/EOC)	GRAND TRAVERSE CONSTRUCTI	C PAY REQUEST 7 FOR THE 7TH CERTIFICATE F	133,395.50	92514
401-901-967.00	PROJECT EXPENSES (911/EOC)	ULINE	ACCOUNT #15444943 EOC CHAIRS FOR CONSTF	3,227.76	92563
401-901-967.00	PROJECT EXPENSES (911/EOC)	ENVIRONMENT ARCHITECTS	CENTRAL DISPATCH REMODEL + PROBATION &	16,000.00	92601
Total For Dept 901 911/EOC EXPANSION PROJECT				155,105.26	
Total For Fund 401 CAPITAL IMPROVEMENT FUND				184,781.81	
Fund 425 EQUIPMENT REPLACEMENT FUND					
Dept 301 SHERIFF					
425-301-749.00	PATROL CAR EXPENSES	VISA	DECEMBER VISA COMBINED BILLS	331.23	50
425-301-749.00	PATROL CAR EXPENSES	AUTO-WARES	ROAD - VEHICLE REPAIRS	126.37	92477
425-301-749.00	PATROL CAR EXPENSES	PRO COMM INC	TICKET PRINTER	850.00	92543
425-301-749.00	PATROL CAR EXPENSES	VISA	VISA - BCSO 12312023	79.99	51
Total For Dept 301 SHERIFF				1,387.59	
Dept 426 EMERGENCY MANAGEMENT					
425-426-967.02	PROJECT EXPENSES - CERT	AMAZON CAPITAL SERVICES, 1EM -	FIRST AID BAGS	29.69	92475
Total For Dept 426 EMERGENCY MANAGEMENT				29.69	
Total For Fund 425 EQUIPMENT REPLACEMENT FUND				1,417.28	
Fund 532 TAX FORECLOSURE FUND					
Dept 253 COUNTY TREASURER					
532-253-900.00	PRINTING & PUBLISHING	THE PIONEER GROUP	BENZIE FORCLOSURE NOTICE	347.22	92559
Total For Dept 253 COUNTY TREASURER				347.22	
Total For Fund 532 TAX FORECLOSURE FUND				347.22	
Fund 701 GENERAL AGENCY FUND					
Dept 215 COUNTY CLERK					
701-215-228.05	DUE STATE - NOTARY FEES	MICHIGAN DEPARTMENT OF ST	NOTARY EDUCATION & TRAINING FUND FOR DE	2.00	92535
701-215-228.16	DUE STATE - PISTOL PERMITS	STATE OF MICHIGAN (#38-60	CPL FOR DECEMBER 2023	1,135.00	92556
701-215-228.37	DUE STATE - CRIME VICTIM RIGHTS	STATE OF MICHIGAN	FEE TRANSMITTALS FOR CIRCUIT COURT	301.50	92553
701-215-228.42	DUE STATE - STATE COURT - MOTION	STATE OF MICHIGAN	FEE TRANSMITTALS FOR CIRCUIT COURT	200.00	92553
701-215-228.47	DUE STATE - OWI REIMBURSEMENT MS	STATE OF MICHIGAN	FEE TRANSMITTALS FOR CIRCUIT COURT	50.00	92553
701-215-228.56	DUE STATE - EFILING FEE	STATE OF MICHIGAN	FEE TRANSMITTALS FOR CIRCUIT COURT	175.00	92553
701-215-228.58	DUE STATE - CIVIL FILING FEES	STATE OF MICHIGAN	FEE TRANSMITTALS FOR CIRCUIT COURT	833.00	92553
701-215-228.59	DUE STATE - JUSTICE SYSTEM FUND	STATE OF MICHIGAN	FEE TRANSMITTALS FOR CIRCUIT COURT	402.80	92553
701-215-265.00	CASH BONDS PAYABLE	19TH CIRCUIT COURT - BENZ	BOND RETURN TO APPLY TO COURT ASSESSMEN	200.00	92471
701-215-271.00	RESTITUTIONS PAYABLE	MARK VICKERY	RESTITUTION-CIRCUIT 11-2233-FH L.BRIGHT	20.00	92530
701-215-271.00	RESTITUTIONS PAYABLE	MARK VICKERY	RESTITUTION-CIRCUIT 11-2233-FH L.BRIGHT	20.00	92530
701-215-271.00	RESTITUTIONS PAYABLE	BENZIE FIRE & EMS ASSOCIA	RESTITUTION-CIRCUIT 20-2718-FH M. VINCE	100.00	92576
701-215-271.00	RESTITUTIONS PAYABLE	FRESH COAST PROVISIONING	RESTITUTION FOR A.TUROSKI (REPLACEMENT	50.00	92605
701-215-271.00	RESTITUTIONS PAYABLE	MARK VICKERY	RESTITUTION -CIRCUIT 11-2233-FH L BRIG	20.00	92618
701-215-271.10	FAMILY DIVISION RESTITUTIONS	ATWELL, JERRY	RESTITUTION PAYABLE 06-1378-DL C.MILLEF	20.00	92476
701-215-271.10	FAMILY DIVISION RESTITUTIONS	MONTGOMERY, TRACY, ELIZABE	RESTITUTION PAYABLE 14-1895-DL C.PELKY	291.50	92537
701-215-279.04	FAMILY COURT MISCELLANEOUS	STATE OF MICHIGAN	ADOPTION REPORT FOR A. TAYLOR	50.00	92554
701-215-279.04	FAMILY COURT MISCELLANEOUS	STATE OF MICHIGAN	ADOPTION REPORT FOR Z. TAYLOR	50.00	92555
Total For Dept 215 COUNTY CLERK				3,920.80	
Dept 253 COUNTY TREASURER					
701-253-226.05	DUE CRYSTAL LAKE TOWNSHIP	CRYSTAL LAKE TOWNSHIP	CHARGEBACK DUE TO TWP OPERATING, ROADS,	55.03	92500

01/18/2024 12:54 PM
User: RLynn
DB: Benzie County

INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY
EXP CHECK RUN DATES 01/05/2024 - 01/18/2024
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 10/11

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 701 GENERAL AGENCY FUND					
Dept 253 COUNTY TREASURER					
701-253-230.30	DUE TO CONSERVATION DISTRICT	NORTHWEST EDUCATION SERVICE	CHARGEBACK DUE TO SCHOOL OPERATING	104.83	92540
701-253-237.00	DUE TO PUBLIC TRANSPORTATION	BENZIE TRANSPORTATION AUTHORITY	CHARGEBACK DUE TO PUBLIC BUSING OPERATI	18.04	92486
701-253-237.01	DUE BENZIE SHORES DIST LIBRARY	BENZIE SHORES DISTRICT LIBRARY	CHARGEBACKS DUE TO LIBRARY OPERATING	21.96	92485
701-253-274.19	APPEALS/CHARGEBACKS/REFUNDS	HARRAND, GARY A	PRE ADJ FOR 2022 AND 2021 07-027-019-03	1,763.82	92517
Total For Dept 253 COUNTY TREASURER				1,963.68	
Dept 286 DISTRICT COURT					
701-286-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BOND FOR J. BEACH JR, C.CROSSMAN, C.JES	1,125.00	92472
701-286-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BOND FOR D.HALL	100.00	92472
701-286-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	21-266-FD-2 BOND FOR H.CAMPBELL	100.00	92569
701-286-271.00	RESTITUTIONS PAYABLE	AUTO-OWNERS INSURANCE	RESTITUTION FROM S.PELL	37.50	92572
701-286-271.00	RESTITUTIONS PAYABLE	BALLARD, JOHN	23-115-FY RESTITUTION FROM P. DUMAN	12.50	92574
701-286-271.00	RESTITUTIONS PAYABLE	BRAD RYKSE	19-203-FY RESTITUTION PAYMENT FROM L.BF	25.00	92579
701-286-271.00	RESTITUTIONS PAYABLE	CLARK, ALICE	12-028-FY RESTITUTION PAYABLE FROM J. I	20.00	92586
701-286-271.00	RESTITUTIONS PAYABLE	CONDUENT	21-360-SM RESITUTION PAYABLE FROM T.COI	10.00	92587
701-286-271.00	RESTITUTIONS PAYABLE	EST OF ROBERT DELONG	22-317-FY RESTITUTION PAYMENT FROM R.JU	20.00	92603
701-286-271.00	RESTITUTIONS PAYABLE	GLEN LAKE ELECTRIC IN	18-063-SD RESITUTION FROM S.CIKITY	98.00	92607
701-286-271.00	RESTITUTIONS PAYABLE	JOSH BALLARD	223-115-FY RESTITUTION FROM P. DUMAN	12.50	92613
701-286-271.00	RESTITUTIONS PAYABLE	STATE FARM MUTAL AUTO INS	11-089-FD RESTITUTION PAYABLE FROMW. FC	50.00	92630
701-286-271.00	RESTITUTIONS PAYABLE	THOMAS STOLTMAN	18-336-SM RESTITUTION FROM S.PELL	37.50	92635
701-286-275.00	REFUNDS	BRAD JOHNSON	REFUND FOR OVERPAYMENT ON TICKET	25.00	92488
Total For Dept 286 DISTRICT COURT				1,673.00	
Dept 301 SHERIFF					
701-301-228.16	DUE STATE - FINGER PRINT FEES	STATE OF MICHIGAN (#38-600)	FINGERPRINT - DEC 2023	255.50	92556
701-301-228.63	DUE STATE - SEX OFFENDER'S REG.	STATE OF MICHIGAN (#38-600)	SEX OFF - DEC 2023	120.00	92556
Total For Dept 301 SHERIFF				375.50	
Total For Fund 701 GENERAL AGENCY FUND				7,932.98	
Fund 704 PAYROLL CLEARING FUND					
Dept 000					
704-000-231.11	INSURANCE CO-PAY	BLUE CARE NETWORK	GROUP#00189733 SUB#0001 FEBRUARY BCBN	80,866.74	92578
Total For Dept 000				80,866.74	
Total For Fund 704 PAYROLL CLEARING FUND				80,866.74	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund Totals:					
			Fund 101 GENERAL FUND	176,177.18	
			Fund 210 AMBULANCE FUND	8,027.65	
			Fund 213 JAIL OPERATIONS	20,179.07	
			Fund 228 SOLID WASTE/REC	174.03	
			Fund 232 SHERIFF'S K-9 I	939.48	
			Fund 236 SCHOOL RESOURCE	98.12	
			Fund 239 LAND BANK AUTHC	956.10	
			Fund 249 BUILDING DEPARC	73.12	
			Fund 251 ANIMAL CONTROL	1,743.83	
			Fund 259 DISPATCHER TRA	350.00	
			Fund 261 911 EMERGENCY S	9,226.09	
			Fund 265 TNT OFFICER MII	36.56	
			Fund 269 LAW LIBRARY FUN	1,792.83	
			Fund 276 COMMISSION ON P	111,108.00	
			Fund 292 CHILD CARE FUNI	457.63	
			Fund 293 VETERAN'S RELIE	4,282.42	
			Fund 296 JUVENILE JUSTIC	3,750.00	
			Fund 401 CAPITAL IMPROVI	184,781.81	
			Fund 425 EQUIPMENT REPL	1,417.28	
			Fund 532 TAX FORECLOSURE	347.22	
			Fund 701 GENERAL AGENCY	7,932.98	
			Fund 704 PAYROLL CLEARIN	80,866.74	
Total For All Funds:				614,718.14	

Consent Calendar Approval

Memorandum



To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: January 17, 2024

Subject: **Lease and Agreement for Copy Machine for Central Dispatch**

The lower-level expansion project is nearing completion and Central Dispatch will be moving into their new space. The shared space as it sits now has allowed for the shared use of equipment, but with the move there is certain new equipment that is needed. Central Dispatch has called two local companies to quote the use of a copy machine for the lower-level's use. Applied Solutions and Netlink are two vendors that we currently use on our campus, and both provided a proposal for similar copy machines. Comparing the proposals has confirmed my recommendation to move forward with Applied Solutions.

Over the course of five years (lease and maintenance) the county will benefit from almost \$5,000 savings. Administration will be evaluating other copy leases as they near completion to ensure additional savings opportunities.

Recommendation:

That the Board of Commissioners accepts the proposal from Applied Solutions dated January 16, 2024 for a Ricoh IM C400F copy machine and authorizes the necessary five-year lease and maintenance agreements, in the monthly lease amount of \$74.00 and monthly maintenance cost of \$52.62, with funds available in the Central Dispatch Fund.

Program / Equipment

Ricoh IM C400F: 42 ppm Color Imaging System

- 50 sheet Single-Pass (SPDF) Document Feeder
- 2GB RAM and 256GB Hard Drive (quick processing)
- True 1200 x 1200 dpi printing
- Five paper sources (1,850 total sheet capacity)
 - 1- 250 sheet cassette drawer (up to 8.5 x 11")
 - 3-550 sheet cassette drawer (up to legal)
 - 1-100 sheet bypass tray (up to legal)
- Network Printing/Scanning/Fax included
- B/W & Color Scanning to network folders and email
- Duplex, collate/sort
- True PCL and Postscript
- Hard Drive Data Overwrite Security
- Accepts up to 220gsm, flexible paper type settings
- High-gloss coated, labels, cardstock, all acceptable
- Envelope printing through bypass
- Very easy address book management tool and user codes



Acquisition Options

(Qty 1) Ricoh IM C400F

Purchase Price OR Lease Price (delivered and installed)

\$3,180.00 outright or \$74.00/month – 60 mo FMV

Price above includes all equipment, equipment delivery, install and connectivity.

Maintenance Program Options

Maintenance prices below are not included in prices above. Maintenance includes all parts, labor, & supplies: includes everything except paper & staples!

Equipment

Ricoh IM C300F

Maintenance Pricing

BW Billed at \$0.0098/pg, Color \$0.058/pg

***Monthly base of \$52.62 covers
2,913 b&w and 415 color pages.
Overages bill at same rates
shown above. .**

Program Includes

Delivery, setup and installation, coordination with your Network Administrator, assistance with workstation tools installation, and key operator training on all equipment features and operation. Program includes continuous monitoring of software and firmware upgrades and assistance with all required upgrade actions.



6005 E. Traverse Highway
Traverse City, MI 49684
(231) 946 8808

Lease Proposal
Prepared For
Benzie County Sheriff Dispatch

<u>Sharp BP-50M36 Black and White MFP</u>	5 year Lease
36 Image per Minute	\$ Out
Copier, Printer, Scanner, Fax	\$139.78
Enhanced 10.1" Touchscreen Display	
550 x 550 x 1100 x 1100 x 100 Capacity (4 drawer)	
Job Separator	
Reversing Single Pass Scanning up to 80 Images per minute	
100 Sheet Scan Feed Tray	
Fax Kit	
DATA SECURITY KIT	

<u>Sharp BP-50C36 Color MFP</u>	5 year Lease
36 Image per Minute	\$ Out
Copier, Printer, Scanner, Fax	\$159.27
Enhanced 10.1" Touchscreen Display	
550 x 550 x 1100 x 1100 x 100 Capacity (4 drawer)	
Job Separator	
Reversing Single Pass Scanning up to 80 Images per minute	
100 Sheet Scan Feed Tray	
Fax Kit	
DATA SECURITY KIT	

Maintenance Agreement

Maintenance Agreement: Includes all toner, developer, drums, parts & Labor
Everything but Paper

Est. Volume			
35,000	Black & White images	0.009	\$315.00
5,000	Color Images	0.048	\$240.00
Total Estimated Yearly Maintenance Agreement			\$555.00

Memorandum



To: Board of Commissioners

Copy: Jesse Zylstra, Coordinator

From: Katie Zeits, County Administrator *Katie Zeits*

Date: January 17, 2024

Subject: **Solid Waste Advisory Committee name change and rules amendment**

In 1987, the Board of Commissioners established the Solid Waste Advisory Committee to oversee and make recommendations related to solid waste and recycling in Benzie County. Since that time, Solid waste and recycling has really evolved and is now commonly referred to as Materials Management. With this evolution, regulations from the State have also changed, requiring updates to our plans for managing materials. Therefore, after recommendation by the Ad Hoc Committee for Solid Waste Advisory and have recommendation by the Solid Waste Advisory Committee itself, I am bringing forward various changes to the Committee rules of procedures. These changes include a name change, change in terms as well as makeup of the Committee. These changes align with the vision of our Region and our State for managing and recycling materials.

With confirmation of approval of the attached rules of procedure, the Solid Waste Advisory Committee will now be known as the Materials Management Advisory Committee.

The Committee is also difficult to recruit for given. Therefore, through attrition, we recommend lowering the membership from seven to five. The committee will continue to meet on a quarterly basis and call special meetings as needed.

Recommendation:

That the Board of Commissioners concurs with the Solid Waste Advisory Committee recommendation to amend the Committee Rules of Procedure, including a change to the committee's name to Material Management Advisory Committee and to align with Regional and State goals.

BENZIE COUNTY
Materials Management ADVISORY
COMMITTEE RULES OF PROCEDURE

Section 1. FORMATION AND PURPOSE

- 1.1 Benzie County Solid Waste Advisory Committee (SWAC) was created by the Benzie County Board of Commissioners (BOARD) as an ad-hoc committee in November of 1987. In 2024 the advisory committee voted to change the name to Materials Management Advisory Committee (MMAC).
- 1.2 Membership of the MMAC shall be appointed by the Board.

The purpose and functions of the MMAC are:

- a. To assist in the implementation of the Benzie County Solid Waste Management Plan as required by part 115 of PA 451 of 1994.
- b. To provide recommendations to the Benzie County Board of Commissioners.
- c. Insure that coordinated public participation is a part of the solid waste management process.
- d. Provide a public forum for discussion of issues relevant to the solid waste management process and to act as a communications linkage to municipalities and the public in Benzie County.
- e. Act in conjunction with similar planning efforts in neighboring counties and to provide coordination with other county solid waste management programs.

Section 2. MEMBERSHIP

- 2.1 Membership on the Materials Management Advisory Committee shall be by appointment of the Benzie County Board of Commissioners and shall consist of 5 members. Members shall be appointed for -3year terms.
- 2.2 If a member resigns or otherwise becomes incapable of completing his or her term, the unexpired term will be filled by appointment of the Board of Commissioners.
- 2.3 Attendance shall be in accordance with Benzie County's Policy for Appointments to Committees.

Section 3. OFFICERS

- 3.1 All elections of officers shall be held annually according to the calendar year, with terms shall be effective on the 1st of January.

- 3.2 A chairman of the MMAC shall be elected from the membership of the MMAC appointed by the Board. The Chairman shall preside over all meetings of the MMAC and shall have the power to cast a vote on all issues on the floor, appoint sub-committees or joint committees or joint meeting representatives and perform other functions as directed by the Board.
- 3.3 A Vice-Chairman of the MMAC shall be elected from the membership of the MMAC appointed by the Board. In the absence of the Chairman, the Vice-Chairman shall act as Chairman and shall have all the powers and duties of Chairman and perform other functions as directed by the MMAC.
- 3.4 The duties typically assigned to a Recording Secretary shall be employed by the Benzie County Solid Waste Department. Minutes of all MMAC meetings shall be prepared by the Recording Secretary. All correspondence and notices pertaining to meetings, or any other business of the MMAC shall be prepared and distributed by the Benzie County Solid Waste Department.

Section 4. MEETING NOTIFICATION

- 4.1 Regular meetings of the MMAC shall be held quarterly or as needed, at a time and place set in accordance with the Open Meetings Act (Act 267, P.A. 1976). Written notice of regular meetings shall specify, by agenda, business to be transacted and shall precede the meeting by at least 5 days.
- 4.2 The MMAC shall post at least 18 hours before a meeting of the MMAC a public notice stating the time, date, and place of the meeting. The notice shall be posted at the County Clerk's Office and when possible, on the Benzie County Website. If the MMAC sets up regularly scheduled meetings, the Clerk's office shall post a public notice stating the times, dates, and places of its regular meetings.
- 4.3 Special meetings of the MMAC may be called by the Chairman. Written notice shall specify, by agenda, business to be transacted and shall precede the special meeting by at least 24 hours.

Section 6. RULES OF ORDER

- 6.1 Robert's Rules of Order shall be used.
- 6.2 Decisions made by the advisory committee needs to have three or more members present to constitute as a quorum.

- 6.3** The basic principle of decision is based on a majority vote of those members present.

Section 7. PUBLIC PARTICIPATION

- 7.1 All meetings will be open to the public and conducted in accordance with the "Open Meetings Act" (P.A. 267, 1976 as amended). Any person shall be permitted to address any meeting of the MMAC during the time specifically provided on the agenda.
- 7.2 Time of discussion by the public may be limited by the Chairman in the interest of brevity, to maintain order, or in order to hear all wishing to speak.
- 7.3 The MMAC shall discuss and assign a time for any written requests during the Correspondence segment of the meeting.

Section 8. STAFF AND CONSULTANTS

- 8.1 Staff support including professional, technical, managerial, and clerical shall be provided by the Benzie County Solid Waste Recycling Coordinator. In the event the MMAC feels the need for increased staff support and/or consultant to enable achievement of the MMAC's objectives, shall be requested and addressed to the County Administrator

Section 9. REPORTS

- 9.1 The MMAC shall issue and file with the County Board of Commissioners through presentation by the Solid Waste Recycling Coordinator an annual report, and such other reports as it deems desirable, of its progress and recommendations. Said reports shall be provided to the County Clerk and the County Administrator each MMAC member, those governmental agencies requiring copies, and any other persons requesting copies.

Section 10. AMENDMENTS

- 10.1 Alterations, amendments, or additions to these Rules of Procedure shall require a majority vote of the members of the MMAC in order to take effect.

REV	4/11/2007
REV	1/07/2009
REV	2/18/2015
REV	1/23/2024

MISSION STATEMENT

The mission of the MMAC is to develop and implement a cost effective and sustainable recycling, solid waste and hazardous waste management strategy that will meet or exceed local and state goals and minimize adverse effects on public health and the environment for the current and future residents of Benzie County.

Memorandum



To: Board of Commissioners

Copy: Cory Ellis, Director

From: Katie Zeits, County Administrator *Katie Zeits*

Date: January 17, 2024

Subject: **Approval of Central Dispatch Advisory Committee Bylaws**

Attached is the redline draft of the updated 911 Advisory Board Bylaws. Cory Ellis, Dispatch Director is seeking approval of the changes which are mostly minor typos and sentence clarifications, but the major change is the inclusion of the Emergency Manager as a member of the board. The purpose of my request to include Emergency Management is to reinforce the partnership that already exists between the two departments and to expand the advisory board to be inclusive of the departments that should be involved. Furthermore, the inclusion of Emergency Management to this board is common throughout the State.

The draft bylaws were approved by the 911 Advisory Board on January 11th and if approved by the BOC will go to legal review before final adoption.

Director Ellis will be in attendance on Tuesday for additional questions.

Recommendation:

That the Board of Commissioners approves the Benzie County Central Dispatch Advisory Board bylaws dated January 11, 2024 as recommended by the Advisory Board.

BENZIE COUNTY CENTRAL DISPATCH ADVISORY BOARD BYLAWS

Adopted October 13, 2015 – Revised January 11, 2024

Section I: Purpose – Location – Authority

1.1 Purpose:

The intent is to create a Central Dispatch Advisory Board to make recommendations to the Director and the 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”.

Benzie County Central Dispatch is a public safety answering point for wire line, wireless and VOIP (Voice over Internet Protocol) emergency and non-emergency telephone calls, text messages and video streaming communication requesting public safety services.

1.2 Location:

The location of operations within the Benzie County Sheriff’s Office or other such location as recommended by the Advisory Board and approved by the Board of Commissioners.

1.3 Authority:

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

Section II: Definitions

As used in this agreement, the following terms shall have the following meanings:

- 2.1 **Board** refers to the Benzie County Central Dispatch Advisory Board as described in this agreement.
- 2.2 **BCCD** refers to Benzie County Central Dispatch.
- 2.3 **Budget** refers to the annual fiscal plan regarding anticipated expenditures and revenue adopted by the County.
- 2.4 **BOC** refers to the Benzie County Board of Commissioners.
- 2.5 **Direct Dispatch Method** refers to a method of responding to a request for service whereby a PSAP, in accordance with established operating standards and policies, decides on the proper action to be taken and dispatches the appropriate available emergency service unit(s).
- 2.6 **E9-1-1 Service District members** refers to the public safety agencies and private public safety agencies within the jurisdictional boundaries of Benzie County that participate in the E9-1-1 Service Plan.

- 2.7 **E9-1-1 Service Plan** refers to the Plan adopted by the BOC pursuant to the Emergency Telephone Service Enabling Act.
- 2.8 **Emergency Telephone Service Enabling Act** refers to 1986 P.A. No. 32, as amended, MCLA 484.1101 et seq.
- 2.9 **Executive Committee** refers to the Chairperson, Vice-Chairperson and Secretary of the Advisory Board.
- 2.10 **Fiscal year** shall be the same as the County of Benzie.
- 2.11 **Private Safety Agency** refers to a private entity which provides emergency medical services.
- 2.12 **Properly convened meeting** refers to a Board or Committee meeting where a majority of the appointed members are present, and which was the subject of five (5) days prior written notice to each member or prior attempts to reach each member telephonically if the meeting was called with less than five (5) days' notice.
- 2.13 **Proper vote** refers to a vote which results in an affirmative majority of those members present and voting.
- 2.14 **Public Safety Agency** refers to a public safety agency that provides firefighting, law enforcement, emergency medical or other emergency service that participates in the Benzie County E9-1-1 Service Plan.
- 2.15 **Public Safety Answering Point (PSAP)** refers to a communications facility operated on a 24-hr basis, assigned responsibility to receive both emergency and non-emergency requests for service and as appropriate, process the service requests by means of the direct dispatch method, the relay method or the transfer method.
- 2.16 **Relay Method** refers to a method of responding to a request for service whereby a PSAP notes pertinent information and relays it by telephone, radio or private line to the appropriate public safety agency or other provider of emergency services that has an available emergency service unit located closest to the request for emergency service for dispatch of an emergency service unit.
- 2.17 **Transfer Method** refers to a method of responding to a request for service whereby a PSAP transfers the call directly to the appropriate public safety agency or other provider of emergency service that has an available emergency service unit located closest to the request for emergency service for dispatch of an emergency service unit.
- 2.18 **Voice over Internet Protocol or VoIP** is a system for providing telephone service over the Internet.

Section III: Governance

3.1 Benzie County Central Dispatch Advisory Board

- The Advisory Board serves in an advisory capacity only with actual management of the Dispatch Center by the BOC.
- The Board shall meet at least quarterly with a mandatory meeting in January.
- At the January meeting, the Board shall elect the Executive Committee, Section III Governance (B).
- The Board may meet more frequently at its discretion.
- Notifications of meetings shall be posted in the public entrance of the Benzie County Government Center.
- Meetings will be ~~conducted~~conducted in accordance with the Open Meetings Act.
- A quorum of five is necessary to conduct an official meeting.
- Powers shall be exercised upon proper vote at a properly convened meeting. Each member shall be entitled to one vote.

(A) Composition

The Advisory Board includes a representative from the following:

1. Benzie County Sheriff's Office (*required by public act*)
2. Michigan State Police (*required by public act*)
3. Benzie County Board of Commissioners
4. Benzie County Fire Services
5. Benzie County EMS
6. Frankfort Police Department
7. National Park Service – Sleeping Bear Dunes National Lakeshore
8. Benzie County Emergency Management

Formatted: Font: 12 pt

(B) The Executive Committee consists of the following (3) officers from its members:

Chairperson – The Chairperson shall preside over the meeting.

Vice Chairperson – The Vice Chairperson will act as the Chairperson in the Chairperson's absence.

Secretary – The secretary shall perform duties assigned by the Advisory Board

3.2 Responsibilities:

The Advisory Board shall have the authority to do and perform all acts and functions permitted by the E9-1-1 Service Plan, the Emergency Telephone Enabling Act, or these Bylaws.

Specific functions of the Advisory Board shall include:

- 3.2.1 Recommendations of policies, procedures and general operating guidelines for the operation of the BCCD.
- 3.2.2 Recommendations of policies governing the operation and access to computers interfaced directly or indirectly with the Law Enforcement Information Network (L.E.I.N.) or the National Crime Information Center (N.C.I.C) computer systems, including those which are used for the interstate exchange of criminal history record information.

- 3.2.3. Interview and recommend for approval to the County Administrator a Director, who shall be responsible for the day to day operations of BCCD, following Benzie County hiring guidelines. The BOC will have final approval.
- 3.2.4 Advising the Director with respect to the operation of BCCD including the interface between BCCD operations and the E9-1-1 Service District members.

3.3 Appointments – Alternates

Appointments to the Advisory Board shall be made by the respective agency/organization identified in Section III, 3.1.A. Any member may select an alternate to attend an Advisory Board Meeting, and that member shall have full voting rights. Alternate designations shall be made in writing to the Chairperson prior to the meeting.

Section IV: Operations

4.1 Personnel:

The Director may recommend the employment of personnel according to the current County policy. The Director and all such personnel shall be County employees whose terms and conditions of employment shall be determined by the BOC. Notwithstanding the above, all personnel decisions made by the Director shall comply with such personnel policies and procedures as established by the BOC and any labor contract.

4.2 Director:

The Director reports to the County Administrator.

The Director's responsibilities include but not limited to the following:

- 4.2.1 Manage all personnel issues within established County policy and procedures and the labor contract.
- 4.2.2 Develop a budget and manage budgetary issues within established County policies and procedures.
- 4.2.3 Develop, revise and enforce policy and procedures.
- 4.2.4 Adopt or develop a disciplinary policy and practice.
- 4.2.5 Liaison with any committee of the Advisory Board
- 4.2.6 Maintain the E9-1-1 Plan as required by law.
- 4.2.7 Any and all other duties deemed necessary by the County Administrator.

4.3 Central Dispatch:

Benzie County Central Dispatch is charged with the responsibly of operating an E9-1-1 Public Safety Answering Point (PSAP) and central dispatch system for the E9-1-1 Service District members in Benzie County in compliance with the Emergency Telephone Service Enabling Act. No. 32 as amended, MCLA 484.1101 et seq.

Section V: Fiscal Administration

5.1 Budget:

For each fiscal year the BOC shall approve a BCCD budget prepared by the Director. The budget shall segregate anticipated revenues into accounts designed to cover expected expenditures. The budget shall balance anticipated revenues with expected expenditures and contingency accounts. No expenditure may be authorized if it will result in an actual budgetary account deficit prior to the end of the fiscal year. The Director shall recommend to the BOC the budget be amended if necessary, to meet deviations in expected revenues or authorized expenditures. The Director shall comply with such fiscal policies and procedures as established by the BOC.

5.2 Audit:

All Benzie County Central Dispatch finances and expenditures shall be subject of a complete annual audit, which will include an unqualified audit opinion to be ~~preformed~~performed by a certified public accountant. Such an audit may be incorporated with, and constitute part of, an established public agency or public safety agency annual audit process. Each sponsoring and/or contributing public agency may review the documentation of each annual audit.

The County Administrator shall establish procedures in conjunction with the auditor that will preserve the confidentiality of Benzie County Central Dispatch's operations and notwithstanding anything contrary in this agreement, the audit may be qualified to the extent necessary to confidentiality.

Section VI: Miscellaneous

6.1 Merger:

This agreement constitutes the complete expression of the agreement between the sponsoring public agencies and there are no other oral or written agreements or understanding between the sponsoring public agencies concerning Benzie County Central Dispatch. The agreement may only be modified or amended by subsequent written agreement approved by the sponsoring public agencies.

6.2 Severability:

This agreement shall be interpreted in a manner consistent with applicable law. If any portion is held to be illegal, invalid, or unenforceable, the remained of the agreement shall be deemed severable and shall remain in full force and effect.

6.3 Amendment:

These Bylaws may be amended by the BOC upon recommendation of the Advisory Board provided no amendment shall be adopted which is inconsistent with the E9-1-1 Service Plan or without amendment of the E9-1-1 Service Plan in accordance with the requirements of the Emergency Telephone Enabling Act.

Section VII: Committees

7.1 Committees:

The Advisory Board may establish such standing or special committee as it shall deem necessary or appropriate to fully implement the E9-1-1 Service Plan and to operate BCCD. All committee and subcommittees shall serve in an advisory capacity to the Advisory Board and consist of no less than three persons and no committee or subcommittee shall have the authority to take final action with respect to any manner.

7.2 Committee Procedures:

Each committee or subcommittee shall record minutes and deliver a copy of such minutes to the Chairperson of the Advisory Board at the next Advisory Board meeting. Reasonable notice of the meetings of any committee or subcommittee shall be given to the members thereof and to the Chairperson of the Advisory Board who shall have the right to attend and participate in any committee or subcommittee meeting. A majority of the members of each committee or subcommittee shall constitute a quorum for the transaction of business, and act of a majority of the committee or subcommittee members present shall be the action of the committee or subcommittee.

Memorandum



To: Board of Commissioners

Copy: Jackie Palfey, Human Resource Manager

From: Katie Zeits, County Administrator *Katie Zeits*

Date: January 23, 2024

Subject: **Step 3 Grievance**

County Administration has received a Step 3 grievance request from the Command Officers Association of Michigan Corrections Command unit. The Collective Bargaining Agreement indicates Step 3 grievances are to be handled by the Labor Subcommittee or the County Administrator if designated. Historically, the Board has appointed the County Administrator to move forward with the Step 3 grievance procedure.

I respectfully request the Board of Commissioners to appoint myself to handle this grievance and provide a response.

Recommendation:

That the Board of Commissioners designates the County Administrator to act on its behalf to hear and respond to the Step 3 Grievance for the Command Officers Association of Michigan Corrections Command Unit involving Sergeant Kristi Seidelman, Grievance # 24-27.

Items Removed
from Consent
Calendar

Memorandum



To: Board of Commissioners

Copy: Rick Morris, Maintenance Coordinator

From: Katie Zeits, County Administrator *Katie Zeits*

Date: January 17, 2024

Subject: **Expanded Governmental Center Campus Cleaning Services**

With the expansion project nearing completion, we have worked with our existing cleaning staff to incorporate the new space into their routine. We are in the second year of our three-year contract for cleaning services. I recommend adding this space and evaluating the need for a new RFP process towards the end of our contracted term.

We are currently paying \$5600 a month for campus cleaning. By adding additional space, this increases our month cost by \$500 per month, resulting in a total monthly cleaning fee of \$6100.

Ms. Helene has done an acceptable job of cleaning and works to change and improve as things are brought to her attention. I encourage any staff person with concerns to reach out to myself or Rick Morris if there are concerns.

Recommendation:


That an amendment to the three-year contract with Start Fresh Cleaning, Kathy Helene, originally approved August 23, 2022, be approved to include additional space for cleaning services, with the new total monthly amount to reflect \$6100, such amendment subject to approval by legal counsel, and that the Board Chair be authorized to sign, with funds available in the General Fund.

Old Business

Memorandum



To: Board of Commissioners

From: Katie Zeits, County Administrator 

Date: January 18, 2024

Subject: **Headlee**

After the October 30th townhall session, the Board of Commissioners distributed a resolution to the townships asking for support of a Headlee reset election. Since then, we have received seven resolutions of support, three indications of no support, and one letter of non-commitment. I am waiting to hear from the final township, Weldon.

We are at a juncture of deciding what to do moving forward. Attached is a Resolution that the Board could consider for adoption to alter the fixed separate tax limitation and to create the advisory tax limitation committee if the Board desires to move forward with this process.

What we've learned over the last few months is that there are many folks in the community who have a lot of questions. I believe our first task, whether we move forward or not, is to simply educate the community on the process, the need, and what this means.

A little history of Benzie's operating millage. In 1982, the County general operating millage within Benzie County was established pursuant to a voted "separate tax limitation" in lieu of utilizing a Tax Allocation Board, as authorized by MCL 211.205a. Establishment of a separate property tax limitation calls for setting of an authorized millage for the county, the townships, and the intermediate school districts in a single statutory ballot question submitted to the County electors. When fixed millage limits are established by an approval of the County voters, the approved millage remains in place for the duration set in the millage language, which may provide that the millage be "indefinite" or "until altered by the voters." With the State's implementation of "Headlee" and Proposal A, Benzie's general operating millage has continuously rolled back each year without being reset because of the original indefinite status. The original millage amount of 5.29 has rolled back to 3.3378.

What this means for Benzie County is that the revenue to provide county services has continued to fall, resulting in creative ways to offer services, and lacking the ability to offer additional services. Benzie County's creative solution has been to ask the voters for various smaller specialized millages to support essential needs like jail operations, animal control, and school and youth resource officers.

There are many folks in the community who want to see various small millage requests. This gives them choice and an opportunity to feel like they really supported one of their passions. I can appreciate this as a Benzie taxpayer. However, I also see the other side of the coin and can

also understand why the County would want to reset its operating millage and remove smaller millage requests.

Another side of this topic that I do not believe has been touched on enough is the face indefinite nature of the general operating millage. The County is locked into a rollback process and has no control of changing the level, even in an emergency if it were to arise. What's important for the public to understand is that there is a need to allow for an "up to" or a maximum level and an opportunity for the County to reset that "up to" level every five years. This ***does not*** mean the County would have levy the up to amount, but rather would give the County the opportunity if the need arises. For example, during the last two budget cycles, the Board levied much less than the maximum allowable for the School and Youth Resource Officer millage. This same mindset of levying what is truly needed will be applied to the general operating millage.

If the County decides to move forward, there is a statutory provision that calls for a specific procedure for "altering or extending" the allocation amounts, at MCL 211.205k. The alteration process includes the Board of Commissioners passing a resolution of its intent to alter the tax limitations, notification to the other taxing units, and the appointment of a "county advisory tax limitation committee," which is to provide suggested revised limitation amounts to the Board of Commissioners within ten (10) days of its appointment for submission to the voters.

2024-006

**BENZIE COUNTY BOARD OF COMMISSIONERS
RESOLUTION TO ALTER THE FIXED SEPARATE TAX LIMITATION
AND TO CREATE A COUNTY ADVISORY TAX LIMITATION COMMITTEE**

WHEREAS, the Property Tax Limitation Act, being Public Act 62 of 1933 (MCL 211.201 *et seq*), allows for separate tax limitations, and

WHEREAS, the Benzie County voters approved such a separate limitation in 1982; and

WHEREAS, the 1982 separate millage limitations have been substantially reduced by State rollback provisions from the levels approved Benzie County voters in 1982; and

WHEREAS, Board of Commissioners has the authority to initiate a review and vote of the electorate as to the appropriateness of altering the current fixed millage limitations pursuant to Section 5k of Property Tax Limitation Act (being MCL 211.205k); and

WHEREAS, that upon resolving to alter the fixed millage limitation, the Board of Commissioners is to then notify persons and bodies having appointive powers of the resolution so that a county advisory tax limitation committee can be created to review and provide a recommendation as to the County fixed millage limitation.

THEREFORE BE IT RESOLVED, that the Benzie County Board of Commissioners resolves to initiate the statutory procedure to consider altering the existing Benzie County fixed mill separate tax limitations of the county and the townships and intermediate school districts in the county.

BE IT FURTHER RESOLVED, that a Benzie County Advisory Tax Limitation Committee shall be created composed of the following:

- a. The County Treasurer.
- b. The Chairperson of the Finance Committee of the County Board of Commissioners.
- c. The Intermediate School District Superintendent or his representative.
- d. A resident of a municipality within the county who shall be selected by the probate judge of the county.
- e. A member not officially connected with or employed by any local or county unit, who shall be selected by the Board of County Commissioners.
- f. A member who shall be a township supervisor and who shall be selected by a majority of the township supervisors in the county.

BE IT FURTHER RESOLVED, that, as required by statute, the County Advisory Tax Limitation Committee shall meet within 10 days of its selection and shall prepare separate tax limitations for the county and the townships and intermediate school districts in the county, aggregating not more than 9.77 mills that the majority of the committee considers will provide for the financial needs of the county, townships, and intermediate school districts.

BE IT FURTHER RESOLVED, that the separate tax limitations shall be promptly transmitted to the County Board of Commissioners and the functions of the County Advisory Tax Limitation Committee shall the cease.

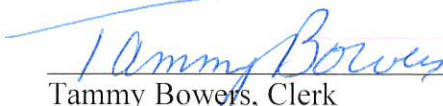
BE IT FURTHER RESOLVED, that the Benzie County Board of Commissioners will then propose a resolution submitting the question of adopting separate tax limitations to a vote of the registered and qualified electors of the Benzie County.

YEAS: Commissioners Cunningham, Jeannot, Markey, Nye, and Warsecke

NAYS: Commissioners Roelofs and Sauer

ABSENT: None

The foregoing is a true and complete copy of a resolution adopted by the Board of Commissioners at a regular meeting held on January 23, 2024, notice of which was given pursuant to the Michigan Open Meetings Act, Public Act 267 of 1976.



Tammy Bowers, Clerk
Benzie County

Memorandum



To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: January 18, 2024

Subject: **Payments in Lieu of Taxes (PILOT)**

At a recent meeting, Yarrow Brown discussed with the Board the expanded options for counties to utilize to impact housing in our County. These expanded options were related to Payments in Lieu of Taxes (PILOTS). A PILOT is a relationship between a developer and the County where a developer/owner commits to reserving residential units for households earning at or below 120% AMI, and County agrees to a Payment in Lieu of Taxes for a set period of time. Many times, these payments are assessed as a percentage of net rental income and typically fall between 4% and 10% of the net rental income, depending on the desired level of affordability. The more affordable the housing, the lower the PILOT payment.

If the County chooses to participate in the PILOT program, it has 45 days to respond when a PILOT is approved at a Township, City or Village. The County can do nothing and support the project as it stands, or they can enter a PILOT relationship. The County has an option to even consider PILOT relationships on a case-by-case basis and isn't required to address all of them.

If the County wants to participate in the PILOT relationship, we will need to pass a resolution or create a policy that provides the "additional amount" (county portion) must be paid.

- a. "Additional amount" is defined as the difference between:
 - I. "The millage rate levied for operating purposes by the county in which the housing project is located multiplied by the current taxable value of that housing project," and,
 - II. "The amount of the annual service charge paid by the housing project under subsection (3)(a) that is distributed to the county in which the housing project is located under subsection (5)."

Benzie County has a housing shortage like much of our region and our community has asked the County to work to make an impact on this issue. We have made impeccable strides in impacting housing by supporting two housing projects in Benzie County with the help of ARPA funding. By participating in PILOT relationships, this is a tool we can use on a long-term basis to support housing. It's important to note that the payment in lieu of taxes doesn't mean the County is completely out of tax revenue and it doesn't mean that services must be shorted because of increased population and "less funding" for emergency and first responder services. The idea of creating a payment in lieu of taxes is to settle on a dollar amount that would strive to make the county whole without jeopardizing funding for important services.

Attached is a draft policy for review and consideration for PILOT relationship of 120% AMI.

Also attached is a “roadmap for PILOT process” that may help illustrate how this process would work.



Resolution 2024 - 007

Resolution To Set Factors to be Considered for Requiring Payment of Additional Amount on a Service Charge Payable in Lieu of Taxes for Tax-Exempt Workforce Housing Projects.

WHEREAS, pursuant to MCL 125.1415a(1)(b), a housing project that is being developed or rehabilitated for workforce housing that is located in a municipality and is subject to a municipal ordinance that is adopted by the governing body of that municipality to approve a housing project for tax exemption, is exempt from all ad valorem property taxes imposed by this State or by any political subdivision, public body, or taxing district in which the project is located; and

WHEREAS, pursuant to MCL 125.1415a(3), the owner of a tax-exempt workforce housing project shall pay an annual service charge in lieu of all property taxes, which service charge may, by operation of statute or municipal ordinance, be less than the full amount of the taxes that would otherwise be paid if the property were not tax exempt; and

WHEREAS, pursuant to MCL 125.1415a(5), any payments for public services received by a municipality in lieu of taxes under this section must be distributed by the municipality to the several units levying the general property tax in the same proportion as prevailed with the general property tax in the previous calendar year; and

WHEREAS, pursuant to MCL 125.14115a(3)(e)(i), the portion of the annual service charge for a workforce housing project payable to the County must be increased by an additional amount if the County Board passes a resolution within 45 days after the County Treasurer's receipt of the certified notification of the workforce housing project tax exemption, that provides that the additional amount must be paid, which additional amount is defined in MCL 125.1415a(10) as the difference between (i) the millage rate levied for operating purposes by the County in which the housing project is located multiplied by the current taxable value of the housing project, and (ii) the amount of the annual service charge distributed to the County; and

WHEREAS, pursuant to MCL 125.1415a(7), the additional amount must be distributed to the County in which the workforce housing project is located; and

WHEREAS, pursuant to MCL 125.1415a(3)(e)(ii), a prerequisite for the County to pass a resolution requiring payment of the additional amount for a workforce housing project is that the County Board of Commissioners must adopt an ordinance or resolution concerning the factors to be considered in requiring the payment of the additional amount; and

WHEREAS, the purpose of this Resolution is to set the factors to be considered by which the

County will require or waive payment of the additional amount for workforce housing projects.

NOW, THEREFORE, BE IT RESOLVED BY THIS BOARD OF COMMISSIONERS, THAT, in cases where the amount of the County's distribution of the annual service charge payable in lieu of taxes by the owner of a tax exempt workforce housing project in Benzie County is less than the full amount of taxes otherwise payable to the County if the property were not exempt, the County shall generally require payment of the additional amount as defined in MCL 125.1415a(10), and will assert its right to receive that payment in addition to the annual service charge within 45 days of the County Treasurer's receipt of certified notification of the tax exemption for each workforce housing project; and

BE IT FURTHER RESOLVED, that the County Board of Commissioners reserves the discretion to waive payment of the additional amount in cases where the following conditions apply:

1. The project developer completes the required Benzie County Application for waiver of the additional amount.
2. The project is designated for residents whose income is no more than 120% of the Area Median Income as defined in MCL 125.1459.
3. The developer provides the request and supporting documentation to the County simultaneous with the submission to the local municipality for the tax exemption, but no fewer than 90 days in advance of officially submitting a request to the State, whichever comes first.
4. The developer provides proof that the property will be the primary residence of residents that live within the housing project.

Motion: Commissioner Jeannot

Seconded: Commissioner Cunningham

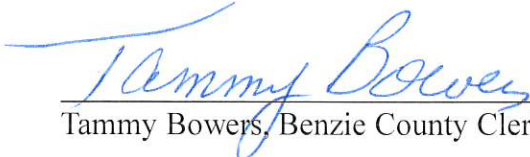
Ayes: Commissioners Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke

Nays: None

Absent: None

Certification

I, Tammy Bowers, Benzie County Clerk and Clerk to the Benzie County Board of Commissioners, do hereby certify that the above resolution was adopted by the Benzie County Board of Commissioners on January 23, 2024.



Tammy Bowers, Benzie County Clerk

ROADMAP FOR PILOT PROCESS

1

APPLICATION SUBMISSION

Sponsor submits an application for a Workforce PILOT.

2

STAFF REVIEW

Staff has 28 days to review the application then sends it to the Commission with a recommendation.

3

COMMISSION ADOPTION

Commission adopts a PILOT Resolution approving the request.

4

CERTIFIED COPY OF RESOLUTION

County Clerk delivers to the Sponsor a certified copy of the resolution approving the application.

5

MSHDA CERTIFICATION

Sponsor submits an affidavit to MSHDA for certification that the project is eligible for the workforce housing exemption.

6

CERTIFIED NOTIFICATION OF EXEMPTION FILING

Upon receipt of notification from MSHDA that the project is eligible for a workforce housing exemption, the Sponsor or MSHDA must file the certified notification of exemption with the County Assessor before November 1 of the year preceding the tax year in which the exemption is to effective.

7

CERTIFIED NOTIFICATION OF EXEMPTION TO COUNTY TREASURER

Not later than 5 business days after receipt of the certified notification of exemption, the assessor shall provide a copy of the certified notification of exemption to the County Treasurer.

8

CERTIFIED NOTIFICATION OF EXEMPTION REVIEW

The County has 45 days after the county treasurer's receipt of the certified notification of exemption, to pass a resolution, by majority vote that opts out of the County's portion of the exemption.

9

AD VALOREM PROPERTY TAX EXEMPTION

The project will be exempt from all ad valorem property taxes as of December 31 of the year in which construction or rehabilitation commences.

10

CONSTRUCTION TIMELINE REQUIREMENTS

Construction must start within eighteen (18) months of the date of MSHDA's notification of exemption or such longer period of time as may be provided by the PILOT Resolution.

11

ANNUAL INDEPENDENT AUDIT SUBMISSION

Every year by April 29, or such other date provided for in the PILOT Resolution, Sponsor shall submit its independent audit to the County Assessor.

12

ANNUAL PILOT PAYMENTS TO CITY

No later than July 1, the County Treasurer shall issue an invoice showing the PILOT payment due for the current year, which payment shall be paid no later than July 31.



PAYMENT IN LIEU OF TAXES

WHY?

This legislation would allow local governments the discretion to allow Payments in Lieu of Taxes or PILOT agreements for developments that are not applicants for state or federal tax credits, thus allowing a needed tool for governments and developers/builders to partner together to address local workforce housing needs.

WHAT?

ENROLLED SENATE BILL No. 432 AN ACT to amend 1966 PA 346 which now provides the ability for any unit of government to adopt a Payment in Lieu of Taxes or PILOT ordinance for a housing project owned by a nonprofit housing corporation, consumer housing cooperative, limited dividend housing corporation, mobile home park corporation, or mobile home park association that is financed with a federally-aided or authority-aided mortgage or advance or grant from the authority. Or a housing project that is being developed or rehabilitated for workforce housing.

HOW

Once the PILOT ordinance is adopted. The local unit of government would work with developers to determine the details of the contract with the specific developer/property owner), including the agreement length, amount, target Area Median Income (AMI), project type, etc. The approval or denial of a tax exemption under this subdivision must be in accordance with an ordinance or resolution concerning the selection of workforce housing projects that is adopted by the governing body.

WORKFORCE HOUSING

“Rental units or other housing options that are reasonably affordable to, and occupied by, a household whose total household income is not greater than 120% of the area median income and published by the US Department of Housing and Urban Development.”

CRITERIA

The following are exempt from all ad valorem property taxes:

- A. A housing project owned by a nonprofit housing corporation, consumer housing cooperative, limited dividend housing corporation, mobile home park corporation, or mobile home park association that is financed with a federally aided or authority-aided mortgage or advance or grant from the authority.



- B. A housing project that is being developed or rehabilitated for workforce housing that is located in a municipality and is subject to a municipal ordinance that is adopted by the governing body of that municipality to approve a housing project for tax exemption under this subdivision.

PROCESS

- ☒ The Unit of Government creates an ordinance or resolution concerning the selection of workforce housing projects that is adopted by the governing body.
- ☒ The owner of a housing project eligible for an exemption under subsection (1) must file an affidavit form with the local assessing officer a notification of the exemption.
- The owner must then file the certified notification of the exemption with the local assessing officer before November 1 of the year preceding the tax year in which the exemption is to begin.
- ☒ If eligible, the local assessing unit will provide a copy of the exemption not later than 5 business days after receipt of the certified notification to the treasurer of the county in which the housing project is located.
- ☒ Within 45 days of notice to the County Treasurer, the county board of commissioners may pass a resolution that provides the "additional amount" (county portion) must be paid.
 - a. "Additional amount" is defined as the difference between:
 - I. "The millage rate levied for operating purposes by the county in which the housing project is located multiplied by the current taxable value of that housing project," and,
 - II. "The amount of the annual service charge paid by the housing project under subsection (3)(a) that is distributed to the county in which the housing project is located under subsection (5)."
- ☒ The owner of a housing project exempt from taxation under this section shall pay to the municipality in which the project is located an annual service charge for public services in lieu of all taxes.
- ☒ The service charge must not exceed the amount in taxes that an owner would have otherwise paid if the housing project were not tax-exempt.
- ☒ A service charge paid each year in lieu of taxes for that part of a housing project that is tax exempt under subsection (1)(a) and occupied by individuals or families other than low-income individuals or families must be equal to the full amount of the taxes that would be paid on that portion of the housing project if the housing project were not tax exempt.



The owner of the housing project must allocate the benefits of any tax exemption granted under this section exclusively to low-income individuals or families or to the maintenance and preservation of the housing project as a safe, decent, and sanitary affordable housing.



The owner of the housing project must allocate the benefits of any tax exemption granted under this section exclusively to workforce housing or to the maintenance and preservation of the housing project as a safe, decent, and sanitary workforce housing.



The county board of commissioners for that county passes a resolution, by majority vote.



The municipality may establish by ordinance that restricts the use of the housing project to workforce housing, not to exceed 15 years.



A municipality that has adopted an ordinance described in this subsection may repeal that ordinance, and the repeal is effective on the date designated in the repealing ordinance.

ANNUAL SERVICE CHARGE

New Construction:

- Amount greater than pre-construction taxes, or
- 10% of annual shelter rents

Rehabilitation Project:

- Amount less than the tax amount preceding the start of the rehabilitation, or
- 10% of annual shelter rents

New Business

Memorandum



To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: January 18, 2024

Subject: **Millage Renewal – Jail Operations**

In 2022, the County was successful because of the community's support of levying a jail millage for operations. Since then, we have operated our jail without borrowing general fund dollars. Before the latest millage approval each year the jail budget was short operating cash, and the Board would transfer anywhere from \$400,000 to \$450,000 from the general fund to balance the jail budget.

The current levy is 1.229 and the anticipated revenue from that millage for FY 2023/2024 is \$2,079,763. The total jail budget for FY 2023/2024 is estimated at \$2,252,526 and is balanced with additional revenue from prisoner room and board fees from neighboring jurisdictions; this is budgeted amounts, not activity. I am attaching the trial balance report for this fund for the board's review. We are close to 30% of our way through the fiscal year budget; I have included percentages. With current expenditure patterns, the jail fund is on track to come in over budget for FY 2023/2024.

As a result, from a recent staffing analysis conducted by the Michigan Department of Corrections, it has been recommended that Benzie County hire an additional one to two corrections officers for the jail. With other recommendations being implemented, there seems to be a comfort level for one additional staff member.

To hire an additional staff member, the cost to the County is roughly \$80,000-\$100,000, including wages and appropriate benefits. By keeping the current millage request at 1.229, the anticipated revenue for 2024/2025 is \$2,119,929, a 5% conservative increase; inflation is over 7% and the cost of doing business will be similar. Many departments are careful and conservative with their expenditures. However, there is quite a bit of wiggle room to improve expenditures in others.

I encourage the Sheriff's Office to provide the Board with the funding structure needed to accommodate an additional corrections position within current budget restraints within the jail. I believe this is important to show due diligence and fiscal responsibility to the taxpayers for this millage.

Attached is a draft resolution requesting a millage for the jail functions.

RESOLUTION

NO. 2024- _____

BENZIE COUNTY

DATE: _____

RESOLUTION AUTHORIZING MILLAGE ELECTION FOR BENZIE COUNTY JAIL OPERATIONS MILLAGE PROPOSAL AND CERTIFYING BALLOT LANGUAGE

WHEREAS, the Benzie County Sheriff's Department has requested that the County Board of Commissioners have a Benzie County Jail Operations Millage Proposal placed on the August 6, 2024 Primary Ballot; and

WHEREAS, the Board of Commissioners for the County of Benzie seek to have the voters of the County determine whether or not they desire to raise funds for the purpose of supporting County Jail Operations at the millage level of (current 1.266) _____ mills for a period of two (____) years, 2024 through 202____, inclusive.

NOW, THEREFORE, BE IT RESOLVED that the following proposal be submitted to qualified voters of the electorate of the County of Benzie at the next State Primary Election to be held Tuesday, August 6, 2024:

**BENZIE COUNTY JAIL OPERATIONS
MILLAGE PROPOSAL**

For the sole purpose of providing funds for Benzie County Jail Operations, shall the Constitutional limitation upon the total amount of taxes which may be assessed in one (1) year upon all property within the County of Benzie County, Michigan be increased by up to _____ mills, (\$_____ per \$1,000.00 taxable value), and be levied for a period of two (2) years (2022-2023), inclusive?

If approved and levied in full, this millage will raise an estimated \$_____ to fund County Jail Operations in the first calendar year of the levy based upon taxable value. In accordance with State law, a small portion of the millage may be captured by the City of Frankfort Downtown Development Authority and the Benzie County Brownfield Authority.

YES ☐

NO ☐

BE IT FURTHER RESOLVED, that this question is hereby certified to the County Clerk.

BE IT FURTHER RESOLVED, that all Public Officials of the County of Benzie, State of Michigan, and all Governmental units thereof, within such time as shall be required by law, are directed to perform all acts which shall be necessary to be performed in order to submit the above stated proposition to the duly qualified voters of the County at the State Primary Election to be held in the County on Tuesday, August 6, 2024.

Moved: _____ Seconded: _____

Ayes: _____ Nays: _____ Absent: _____

I CERTIFY THAT I am the County Clerk of Benzie County and that the foregoing is a correct copy of the resolution passed as therein set forth on the ____ day of _____, 2024 by the Benzie County Board of Commissioners, and that the same is now in full force.

Dated: _____, 2024

Tammy Bowers, Benzie County Clerk

PERIOD ENDING 01/31/2024

		2023-24	2023-24		END BALANCE	
GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	AMENDED BUDGET	2023-24 BUDGET	01/31/2024 (ABNORMAL)	% BDGT USED
Fund 213 - JAIL OPERATIONS FUND						
Assets						
Dept 000						
213-000-001.00	CASH SSB SAV 213				213,351.22	
213-000-001.03	CASH SSB CHKG 201 (AP)				(9,459.85)	
213-000-001.05	CASH SSB CHKG 202				3,001.52	
213-000-007.00	CASH SSB CHKG 220 (PR)				1,720.46	
213-000-040.00	ACCOUNT RECEIVABLE				0.00	
213-000-078.00	DUE FROM STATE OF MICHIGAN				0.46	
213-000-123.00	PRE-PAID INSURANCE				(0.25)	
Total Dept 000					208,613.56	
TOTAL ASSETS					208,613.56	
Liabilities						
Dept 000						
213-000-202.00	ACCOUNTS PAYABLE				0.00	
213-000-214.01	DUE TO FUND 516 (DTRF)				0.00	
213-000-232.00	DUE EMPLOYEES - ACCRUED WAGES				0.00	
213-000-232.01	ACCRUED PENSION				0.00	
213-000-274.19	APPEALS/CHARGEBACKS/REFUNDS				0.00	
Total Dept 000					0.00	
TOTAL LIABILITIES					0.00	
Fund Equity						
Dept 000						
213-000-385.00	DESIGNATED FUND BALANCE				0.00	
213-000-390.00	FUND BALANCE				36,936.85	
Total Dept 000					36,936.85	
TOTAL FUND EQUITY					36,936.85	
Revenues						
Dept 000						
213-000-691.00	BUDGETED USE OF FUND BALANCE	0.00	0.00		0.00	0.00
Total Dept 000		0.00	0.00		0.00	0.00
Dept 111 - HISTORY (PAYROLL INS/FRINGE)						
213-111-676.10	EMPLOYEE HEALTH INS REIMB	0.00	0.00		0.00	0.00
213-111-687.00	REFUNDS/REBATES	0.00	0.00		0.00	0.00
Total Dept 111 - HISTORY (PAYROLL INS/FRINGE)		0.00	0.00		0.00	0.00
Dept 351 - JAIL - CORRECTIONS						
213-351-402.00	CURRENT REAL PROPERTY TAX	2,079,763.00	2,079,763.00		638,403.05	30.70
213-351-412.00	DELINQUENT PERSONAL PROPERTY TAXES	1,000.00	1,000.00		24.83	2.48
213-351-423.00	COMMERCIAL FOREST RESERVE	100.00	100.00		0.00	0.00
213-351-423.03	FRANKFORT HOUSING PROJECT PILT	2,000.00	2,000.00		0.00	0.00
213-351-445.00	PENALTIES & INTEREST ON TAXES	100.00	100.00		0.97	0.97
213-351-539.00	STATE GRANTS	0.00	0.00		0.00	0.00
213-351-573.00	LOCAL COMM STABILIZATION TAX SHARE	2,000.00	2,000.00		0.00	0.00
213-351-615.12	BAIL/BOND FEES	500.00	500.00		220.00	44.00
213-351-616.00	LAB FEES - DNA SAMPLES	500.00	500.00		139.32	27.86
213-351-632.10	PRISONERS BOARD REIMBURSEMENTS	125,000.00	125,000.00		56,212.47	44.97
213-351-632.20	STATE PRISONERS BOARD REIMBURSEMENT	1,000.00	1,000.00		0.00	0.00
213-351-632.50	OTHER CONTRACTS - GTB	25,563.00	25,563.00		0.00	0.00
213-351-633.00	FINGERPRINT FEES/BACKGROUND CKS	5,000.00	5,000.00		1,210.00	24.20
213-351-687.00	REFUND/REBATES CONVEYING CONVICTS	0.00	0.00		6,305.56	100.00
213-351-687.10	REFUND CONVEYING CONVICTS	10,000.00	10,000.00		0.00	0.00
213-351-699.00	TRANSFER IN - GENERAL FUND	0.00	0.00		0.00	0.00
Total Dept 351 - JAIL - CORRECTIONS		2,252,526.00	2,252,526.00		702,516.20	31.19

PERIOD ENDING 01/31/2024

GL NUMBER	DESCRIPTION	2023-24		END BALANCE	% BDGT USED
		ORIGINAL BUDGET	2023-24 AMENDED BUDGET	01/31/2024 (ABNORMAL)	
Fund 213 - JAIL OPERATIONS FUND					
Revenues					
TOTAL REVENUES		2,252,526.00	2,252,526.00	702,516.20	31.19
Expenditures					
Dept 111 - HISTORY (PAYROLL INS/FRINGE)					
213-111-716.00	PAYMENT IN LIEU OF MED INSURANCES	0.00	0.00	0.00	0.00
213-111-717.00	HRA REIMBURSEMENT	0.00	0.00	0.00	0.00
213-111-718.00	SHORT/LONG TERM DISABILITY	0.00	0.00	0.00	0.00
213-111-719.00	MEDICARE	0.00	0.00	1.87	100.00
213-111-724.00	RETIREMENT - COUNTY SHARE	0.00	0.00	0.00	0.00
213-111-725.01	F.I.C.A. - SOCIAL SECURITY	0.00	0.00	7.99	100.00
213-111-725.04	UNEMPLOYMENT INS	0.00	0.00	0.00	0.00
213-111-725.06	LIFE INSURANCE	0.00	0.00	0.00	0.00
213-111-800.00	CONTRACTED SERVICES - CADILLAC INS	0.00	0.00	0.00	0.00
213-111-828.00	WORKERS COMP INSURANCE	0.00	0.00	0.00	0.00
213-111-828.10	LIABILITY & BUILDING INSURANCE	0.00	0.00	0.00	0.00
Total Dept 111 - HISTORY (PAYROLL INS/FRINGE)		0.00	0.00	9.86	100.00
Dept 222 - INSURANCE AND BONDS					
213-222-828.10	LIABILITY & BUILDING INSURANCE	24,000.00	24,000.00	9,047.26	37.70
213-222-828.30	INSURANCE CLAIMS	2,000.00	2,000.00	0.00	0.00
Total Dept 222 - INSURANCE AND BONDS		26,000.00	26,000.00	9,047.26	34.80
Dept 265 - BUILDING & GROUNDS					
213-265-702.00	WAGES	45,000.00	45,000.00	11,656.19	25.90
213-265-716.00	PAYMENT IN LIEU OF MED INSURANCES	3,650.00	3,650.00	969.22	26.55
213-265-717.00	MEDICAL/DENTAL/VISION INSURANCE	0.00	0.00	0.00	0.00
213-265-717.02	HRA REIMBURSEMENT	0.00	0.00	0.00	0.00
213-265-718.00	SHORT/LONG TERM DISABILITY	300.00	300.00	114.52	38.17
213-265-719.00	MEDICARE	700.00	700.00	192.13	27.45
213-265-723.00	OVERTIME	500.00	500.00	0.00	0.00
213-265-724.00	RETIREMENT - COUNTY SHARE	4,500.00	4,500.00	966.00	21.47
213-265-725.01	F.I.C.A. - SOCIAL SECURITY	2,800.00	2,800.00	821.54	29.34
213-265-725.04	UNEMPLOYMENT INS	45.00	45.00	0.00	0.00
213-265-725.06	LIFE INSURANCE	50.00	50.00	14.00	28.00
213-265-725.07	CONTRACTED SERVICES INSURANCES	125.00	125.00	13.50	10.80
213-265-725.08	WORKER'S COMP INSURANCE	1,750.00	1,750.00	145.52	8.32
213-265-751.00	UNIFORMS	450.00	450.00	448.80	99.73
213-265-782.00	MAINTENANCE SUPPLIES	3,500.00	3,500.00	595.86	17.02
213-265-783.00	EQUIP. SERVICES & SUPPLIES	15,000.00	15,000.00	5,747.70	38.32
213-265-784.00	GARBAGE PICK-UP	1,350.00	1,350.00	427.10	31.64
213-265-820.00	SNOW REMOVAL	0.00	0.00	0.00	0.00
213-265-850.00	TELEPHONE	0.00	1,350.00	470.64	34.86
213-265-853.00	CELLULAR PHONES	3,200.00	3,200.00	925.52	28.92
213-265-922.00	WATER & SEWER	12,375.00	12,375.00	2,495.26	20.16
213-265-923.00	FUEL - NATURAL GAS	15,120.00	15,120.00	3,618.08	23.93
213-265-924.00	ELECTRIC	26,883.00	26,883.00	6,317.76	23.50
213-265-935.00	JAIL REPAIRS	42,800.00	42,800.00	14,957.29	34.95
Total Dept 265 - BUILDING & GROUNDS		180,098.00	181,448.00	50,896.63	28.05
Dept 351 - JAIL - CORRECTIONS					
213-351-702.00	WAGES	838,000.00	838,000.00	229,014.71	27.33
213-351-716.00	PAYMENT IN LIEU OF MED INSURANCES	1,800.00	1,800.00	0.00	0.00
213-351-717.00	MEDICAL/DENTAL/VISION INSURANCE	172,000.00	172,000.00	39,584.14	23.01
213-351-717.02	HRA REIMBURSEMENT	53,000.00	53,000.00	20,235.18	38.18
213-351-718.00	SHORT/LONG TERM DISABILITY	5,100.00	5,100.00	1,927.99	37.80
213-351-719.00	MEDICARE	13,000.00	13,000.00	4,446.24	34.20
213-351-723.00	OVERTIME	75,190.00	75,190.00	43,046.42	57.25
213-351-723.50	SHIFT PREMIUM	6,000.00	6,000.00	2,342.40	39.04
213-351-724.00	RETIREMENT - COUNTY SHARE	118,000.00	118,000.00	39,446.25	33.43
213-351-725.01	F.I.C.A. - SOCIAL SECURITY	52,500.00	52,500.00	19,011.59	36.21
213-351-725.04	UNEMPLOYMENT INS	728.00	728.00	0.00	0.00
213-351-725.06	LIFE INSURANCE	700.00	700.00	205.12	29.30
213-351-725.07	CONTRACTED SERVICES INSURANCES	1,000.00	1,000.00	101.76	10.18
213-351-725.08	WORKER'S COMP INSURANCE	21,500.00	21,500.00	4,947.64	23.01
213-351-727.00	OFFICE SUPPLIES	6,000.00	6,000.00	804.83	13.41
213-351-740.00	FOOD SUPPLIES	125,000.00	125,000.00	42,386.06	33.91
213-351-742.00	KITCHEN SUPPLIES	500.00	500.00	11.99	2.40
213-351-748.00	GAS, OIL & GREASE	5,100.00	5,100.00	539.11	10.57
213-351-749.00	VEHICLE REPAIRS	7,500.00	7,500.00	0.00	0.00
213-351-751.00	UNIFORMS	9,000.00	9,000.00	1,887.29	20.97

PERIOD ENDING 01/31/2024

		2023-24	END BALANCE		
GL NUMBER	DESCRIPTION	ORIGINAL	2023-24	01/31/2024	% BDGT
		BUDGET	AMENDED BUDGET	ORMAL (ABNORMAL)	USED
Fund 213 - JAIL OPERATIONS FUND					
Expenditures					
213-351-752.00	PRISONERS LAUNDRY	500.00	500.00	90.56	18.11
213-351-752.10	DRY CLEANERS	1,000.00	1,000.00	372.00	37.20
213-351-800.00	CONTRACTED SERVICES	32,500.00	32,500.00	10,904.32	33.55
213-351-810.00	LEGAL FEES	15,600.00	15,600.00	1,862.07	11.94
213-351-818.00	FILING FEES	1,000.00	1,000.00	0.00	0.00
213-351-828.30	INSURANCE SETTLEMENT CLAIMS	0.00	0.00	0.00	0.00
213-351-834.00	PRISONER MEDICAL	230,000.00	230,000.00	60,792.56	26.43
213-351-855.00	RADIO EQUIPMENT	2,500.00	2,500.00	972.70	38.91
213-351-860.00	TRAVEL	100.00	100.00	0.00	0.00
213-351-865.00	PRISONER TRANSFER	750.00	750.00	268.57	35.81
213-351-940.20	EQUIPMENT LEASE - COPIER	5,600.00	5,600.00	1,294.87	23.12
213-351-955.00	DUES & REGISTRATIONS	200.00	200.00	0.00	0.00
213-351-956.00	EMPLOYEE PHYSICALS	5,000.00	5,000.00	955.00	19.10
213-351-961.00	TRAINING & SCHOOLS	23,000.00	23,000.00	2,136.43	9.29
213-351-961.04	PRISONERS SCHOOLING	10,000.00	10,000.00	2,998.30	29.98
213-351-963.00	COMPUTER SUPPORT	14,400.00	14,400.00	6,272.55	43.56
213-351-970.00	EQUIPMENT	14,000.00	14,000.00	7,119.36	50.85
213-351-978.02	RADIO MAINTENANCE	500.00	500.00	0.00	0.00
213-351-980.01	BIO-HAZARDS EQUIPMENT	7,500.00	6,150.00	1,204.00	19.58
Total Dept 351 - JAIL - CORRECTIONS		1,875,768.00	1,874,418.00	547,182.01	29.19
Dept 686 - TAX TRIBUNAL/BOR REFUNDS ORDERED					
213-686-964.00	REFUNDS & REBATES	0.00	0.00	47.19	100.00
Total Dept 686 - TAX TRIBUNAL/BOR REFUNDS ORDERED		0.00	0.00	47.19	100.00
Dept 966 - TRANSFER OUT					
213-966-815.30	ADMINISTRATION FEES	60,660.00	60,660.00	0.00	0.00
213-966-995.00	CONTINGENCY	0.00	0.00	0.00	0.00
213-966-995.01	TRANSFER TO 401 (CAPITAL IMP)	110,000.00	110,000.00	0.00	0.00
213-966-995.17	TRANSFER TO FUND 595 (COMMISSARY)	0.00	0.00	0.00	0.00
Total Dept 966 - TRANSFER OUT		170,660.00	170,660.00	0.00	0.00
TOTAL EXPENDITURES		2,252,526.00	2,252,526.00	607,182.95	26.96
Total Fund 213 - JAIL OPERATIONS FUND					
TOTAL ASSETS				208,613.56	
BEG. FUND BALANCE - 2022-23				36,936.85	
+ NET OF REVENUES/EXPENDITURES - 2022-23				76,343.46	
+ NET OF REVENUES & EXPENDITURES				95,333.25	100.00
= ENDING FUND BALANCE				208,613.56	
+ LIABILITIES				0.00	
= TOTAL LIABILITIES AND FUND BALANCE				208,613.56	



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

To: Larry Abraham, Regulation Agent Michigan Department of Corrections

From: Benzie County Sheriff Kyle Rosa

RE: Staffing Analysis Request

Date: July 11, 2023

Mr. Abraham,

The Benzie County Board of Commissioners and Sheriff Rosa are formally requesting a staffing analysis for the Benzie County jail. The purpose of this request is for Officer safety and Staffing requirements for future budgeting purposes.

The changes that have occurred or are occurring soon are:

- 1) Benzie County Central Dispatch is relocating to the lower level of the facility which is not in immediate response proximity to the jail.
- 2) The POD is no longer staffed by a corrections Deputy 24/7 due to camera technology upgrades.
- 3) The jail has on average drastically fewer inmates than in the past.
- 4) The County has funded bailiff positions, relieving court security responsibilities by a corrections Deputy.

Respectfully, we ask that the analysis include clarity of all eligible staff persons considered as part of the total staffing count.

Sincerely,

Benzie County Sheriff Kyle Rosa

Benzie County Board of Commissioners Chairman
Bob Roelofs



STATE OF MICHIGAN
DEPARTMENT OF CORRECTIONS
LANSING

Gretchen Whitmer
GOVERNOR

Heidi Washington
DIRECTOR

November 13, 2023
Lt. Dan Smith
Benzie County
Re: Staffing Analysis

A Staffing Analysis was conducted by Larry Abraham and Ron Trachet, Regulation Agents with the County Jail Services Unit. Officers at the Benzie County Sheriff's Department work 12 hour shifts. There are many factors that are considered when preparing a staffing analysis. Some of these factors include, but are not limited to, the design of the jail, the number of ancillary duties the corrections staff must perform, average daily jail population, the number of bookings/releases per year, inmate visitation and classes/programs for the inmates.

After spending several hours in the facility it became clear that the jail staff, in addition to the above listed duties, also perform transports/court security. This causes an officer to have to leave the facility thus reducing the number of officers in the jail.

On the Day Shifts there are a variety of tasks that must be completed. The control center must be staffed at all times. The Dayshifts should have **4** officers assigned at all times and staffing levels should **NEVER** fall below **3** officers.

The night shifts also have a variety of duties to complete and must staff the control center as well. The night shifts should **NEVER** fall below **3** officers to ensure they can properly respond to any and all emergencies within the facility.

Day shifts - **8** officers. **4** on each shift

Night shifts - **8** officers. **4** on each shift

This totals **16** officers to fully staff the facility. This staffing level includes the shift relief factor which is slightly higher than other counties due to the amount of holiday time allotted.

Recommendations:

Some of the dayshift duties should be moved to the night shift in an attempt to balance the work load. Shift start times should be moved to 0700 and 1900 to avoid court and medication distribution interfering with shift change.

Time served releases should be earlier than 0600 so it doesn't interfere with shift change.

Cell searches, cleaning, classifications and reclassifications should be done on the night shift.

** It must be noted that the moving of the 911/Dispatch staff out of the jail has resulted in the need for an additional staff member on each night shift.

Sincerely,

A handwritten signature in cursive script, appearing to read "Larry Abraham".

Larry Abraham
Regulation Agent
County Jail Services Unit
517-582-4197
Abrahaml@michigan.gov

Memorandum



To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: February 23, 2023

Subject: **9-1-1 Surcharge – Resolution adopting ballot language**

We're nearing the end of the voter approved 911 operating surcharge collection and to continue collecting the \$3.00 per line surcharge, the electorate of Benzie County shall decide. The surcharge approved by the electorate in 2020, approved the collection from 2021 through 2025, however given that there is no election in 2025, I recommend bringing this forward to the community in 2024. The effectiveness will reflect January 1, 2026, through December 31, 2030.

The question has been asked as to why not bring this forward in 2026, since collection is allowed through 2025. The Board reaffirms collection of the surcharge each summer for the following 12 months. This would require the County to hold a special election in early 2025 or suffer a lapse in funding for the second half of the 2025/2026 12-month timeline.

I want to remind the Board that by collecting the maximum surcharge, the Central Dispatch budget is still not in a great place and we are nearing a point of where we will have to supplement this fund with other funding sources.

Recommendation:

That the Board of Commissioners adopts Resolution No. 2024-005, Resolution Submitting to a Vote of the Electorate Reauthorization of the Telephone surcharge for continuing enhanced emergency telephone services (911 services), for placement on the August 2024 Primary Election ballot.

**RESOLUTION NO. 2024-005
BENZIE COUNTY**

DATE: January 23, 2024

**RESOLUTION SUBMITTING TO A VOTE OF THE ELECTORATE REAUTHORIZATION
OF THE TELEPHONE SURCHARGE FOR CONTINUING ENHANCED EMERGENCY
TELEPHONE SERVICES (911 SERVICES)**

WHEREAS, Benzie County has established a county-wide system of emergency telephone and dispatch services for the benefit of the citizens of the County; and

WHEREAS, 911 emergency telephone and dispatch services are of substantial benefit to the Citizens of the County of Benzie; and

WHEREAS, pursuant to the Emergency Telephone Service Enabling Act, Section 401b(1), being MCL 484.1401b(1), the Benzie County Board of Commissioners may with voter approval authorize a telephone surcharge of up to \$3.00 for each service user, except for users of a prepaid wireless telecommunications service, for recurring emergency telephone operational costs and charges; and

WHEREAS, the Board of Commissioners believes reauthorizing the telephone surcharge at the level of up to \$3.00 for each service user is necessary to provide an equitable financing mechanism for the operating needs for the Benzie County Emergency Telephone Services (911 services).

NOW, THEREFORE, BE IT RESOLVED that the following proposal be submitted to qualified voters of the electorate of the County of Benzie at the next State Primary Election to be held Tuesday, August 6, 2024:

**BENZIE COUNTY 911 OPERATING SURCHARGE
REAUTHORIZATION PROPOSAL**

For the sole purpose of continuing funding for operation of 911 emergency telephone call answering and dispatch services within Benzie County, shall Benzie County be authorized to assess to each 911 service user the monthly surcharge of up to \$3.00 in the monthly billings of landline, wireless and VOIP (Voice Over Internet Protocol) service suppliers within the geographic boundaries of Benzie County for a period of five (5) years, effective from January 1, 2026 through December 31, 2030.

YES ☐

NO ☐

BE IT FURTHER RESOLVED, that this question is hereby certified to the County Clerk.

BE IT FURTHER RESOLVED, that all Public Officials of the County of Benzie, State of

Michigan, and all Governmental units thereof, within such time as shall be required by law, are directed to perform all acts which shall be necessary to be performed in order to submit the above stated proposition to the duly qualified voters of the County at the State Primary Election to be held in the County on Tuesday, August 6, 2024.

Moved: Commissioner Jeannot Seconded: Commissioner Cunningham

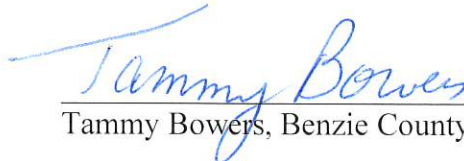
Ayes: Commissioners Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke

Nays: None

Absent: None

I CERTIFY THAT I am the County Clerk of Benzie County and that the foregoing is a correct copy of the resolution passed as therein set forth on the 23rd day of January, 2024 by the Benzie County Board of Commissioners, and that the same is now in full force.

Dated: January 23, 2024



Tammy Bowers, Benzie County Clerk

Committee Appointments

Committee Appointments

Updated 01/10/24

Commissioner	Current	Proposed	As needed
Cunningham	4	5	0
Jeannot	5	6	1
Markey	8	9	2
Nye	9	8	4
Roelofs	7	8	2
Sauer	11	9	3
Warsecke	4	4	2

There was a change

Might need to be addressed

Standing Committees								
Committee	Commissioner Representative		Meeting Date & Time				Meeting Location	Contact Person
	Current	Proposed	Month	DoW	WoM	Time		
Joint Court	Sauer, Nye	Warsecke, Nye	As needed				Alternates Benzie (odd)	Karen Feliczak 231-398-3500
Study Session	All BOC	All BOC	All	Tuesday	4	13:30	Commission Chambers	Tammy Bowers 882-0000
Commission on Aging	All BOC	All BOC	First BOC meeting in December				Commission Chambers	Tammy Bowers 882-0000
Building & Grounds	Roelofs, Sauer, Nye	Roelofs, Markey, Nye	As needed				Commission Chambers	Katie Zeits 882-0558
County Commission Liaison								
Liaison	Commissioner Representative		Meeting Date & Time				Meeting Location	Contact Person
	Current	Proposed	Month	DoW	WoM	Time		
Building Authority	Jeannot	Jeannot	As needed					Katie Zeits 882-0558
Benzie Conservation District	Warsecke	Warsecke	All	Thursday	2	16:00	District Office	John Troop 231-313-0232
Drain Commissioner			As needed				TBD	Ed Hoogterp 882-4932
DHHS/Maples	Sauer	Sauer	All	Thursday	4	13:00	Alternates Maples and Governmental Center	Jennifer Savage 231-299-4072
Benzie County Road Commission	Sauer	Sauer	All	Thursday	2	09:30	Road Commission Office	Matt Skeels 231-325-3051 x 205
Human Services Collaborative Body (Grow Benzie)	Cunningham	Cunningham	All	Wednesday	4	09:00	TBD	Sarah May 882-2123
Central Dispatch	Roelofs	Roelofs	All	Thursday	2	15:30	Commission Chambers	Cory Ellis 231-735-6280
Authorities and Agencies								
Member	Commissioner Representative		Meeting Date & Time				Meeting Location	Contact Person
	Current	Proposed	Month	DoW	WoM	Time		
Benzie Transportation Authority	Warsecke	Warsecke	Even	Tuesday	3	17:30	Benzie Bus Facility, Honor	Jessica Carland 231-251-9004
Airport Authority	Cunningham	Cunningham	All	Thursday	4	19:00	Airport Terminal	Dick Bayer 231-651-0751
Benzie Senior Resources	Markey	Markey	All	Wednesday	3	16:30	The Gathering Place, Honor	Doug Durand 231-525-0600

Area Agency on Aging	Roelofs	Roelofs	All Minus Jan, July & Dec	Thursday	1	10:00	Traverse City	Heidi Gustine 231-947-8920
Betsie Valley Watershed	Sauer	Sauer	As needed/by permit				TBD	TBD
Betsie Valley Trailways Management Council	Sauer	Sauer	Mar – Nov	Tuesday	2	16:30	Commissioner Room	TBD
Benzie/Leelanau Health Dept.	Sauer, Nye	Sauer, Jeannot	All	Wednesday	4	14:00	Alternates Benzie and Leelanau	Dodie Putney 882-2113
Benzie/Leelanau Health Dept. Board of Appeals	Roelofs, Nye, Markey	Roelofs, Nye, Warsecke	As needed				Alternates Benzie and Leelanau	Dodie Putney 882-2113
Centra Wellness Board	Nye, Markey	Nye, Markey	All	Thursday	2	09:00	Alternates	Nicole Warlin 231-309-1729
Domestic Violence Task Force	Roelofs	Roelofs	All	Thursday	4	11:00	Government Center	Karen Mallon 882-0043
EDC/BRA	Jeannot, Nye	Jeannot, Cunningham	All	Friday	3	11:00	Commission Room	Katie Zeits 882-0558
Local Emergency Planning Committee & Local Planning Team	Markey	Markey	All	Tuesday	3	14:00	Emergency Management Office	Rebecca Hubers 882-0567
Land Bank Authority	Nye	Nye	All	Wednesday	1	09:00	Govt. Center Room 206	Michelle Thompson 882-9672
MAC Environment	Cunningham	Cunningham	All	Friday	2		Zoom/Lansing, MI	N/A
MAC Health & Human Services	Nye	Nye	All	Monday	4	14:00	Zoom/Lansing, MI	N/A
MAC Judiciary & Public Safety	Markey	Markey	All	Monday	4	10:00	Zoom/Lansing, MI	N/A
MAC Finance and Governance	Jeannot	Jeannot	All	Friday	1	10:00	Zoom/Lansing, MI	N/A
MAC Ag/Tourism	Sauer	Sauer	6 Times a Year, As Needed				Zoom/Lansing, MI	N/A
MAC Transportation	Roelofs	Roelofs	All	Friday	4	10:00	Zoom/Lansing, MI	N/A
MI Assoc. Workers Comp	Sauer	Sauer	Quarterly				1068 Cross St, Gaylord	N/A
Northern Michigan Regional Entity (SUD)	Markey	Markey	All	Monday	1	10:00	Conference Room, 1068 Cross St, Gaylord	Carol Balousek 231-758-2310
Northern Mi Counties Assoc.	Jeannot	Jeannot	All	Monday	3	09:45	Roscommon County Building	John Amrhein 231-922-4627
Networks Northwest	Markey	Markey	Quarterly	TBD		14:00	Traverse City	Terry Vandercook 231-357-2777
Northwest Michigan Community Action Agency	Jeannot	Jeannot	All	Thursday	3	12:30	Traverse City	Kerry Baughman 231-346-2161
Parks and Recreation	Warsecke	Sauer	All	Monday	4	09:00	Commission Chambers	Ed Hoogterp 231-920-5203
Platte River Watershed Committee	Markey	Markey	As needed				TBD	TBD
Point Betsie Lighthouse	Cunningham	Markey	Monthly, Seasonally				Zoom/Light House	Grant Porteous 231-631-5704
Solid Waste Committee	Warsecke	Cunningham	Quarterly	Wednesday	2	16:00	Commission Chambers	Jesse Zylstra 231-383-1579
Veteran Affairs (Must be a Veteran, serving dual role)	Roelofs	Roelofs	All	Monday	2	09:00	Government Center	Bob Roelofs 231-645-1187

School and Youth Resource	Sauer	Roelofs	Even	Monday	3	10:00	Emergency Management Office	Rebecca Hubers 231-882-0567
Watershed Coalition		Nye	TBD				Conservation District	John Throop 231-313-0232
Natural River ZBA	Sauer, Nye	Sauer, Nye	As needed	TBD			TBD	Brian Bury 989-370-7543
Work Groups / Ad Hoc Committees								

**Established as-needed

Commissioner Reports

Art Jeannot
Commissioner Report
January 23, 2024

- **12/14- Maples**
 - At Commissioner Sauer's request I attended this meeting.
 - Occupancy rate was at 98% with the last 8 admittances being from Benzie County. They have reduced the number of beds available for rehabilitation to accommodate more long-term care residences. There is a greater demand for long care from Benzie County residences than rehabilitation.
 - They continue to reduce the need for contract nurses and CNAs by hiring locally. Currently the only contract positions are CNAs. This has impacted the income statement positively.
 - Generator has failed and is out of warranty. The cost for a leased unit is \$15k a month. They hope to correct this in the next 30 days.
 - Maples has been certified as a PAC (Positive Approach to Care) facility. They are the first in the region to obtain this designation and helps with marketing the facility.
- **1/2- Platte Township**
 - Members of the WBJPC plan on attending an upcoming conference regarding new zoning laws.
 - Mary Pitcher has been assigned as the "zoning enforcement officer."
 - Modest compensation increases were approved for the elected township officials and members of the ZBA.
 - Passed a resolution supporting a Headlee Reset request.
- **1/4- Lake Township**
 - On going discussions to improve the non-motorized boat landing at the end of Lake MI Drive. Improvements include a dock, ADA compliment kayak rack and improved site work. Becker and Rayder are the paid consultants.
- **1/8- Almira Township**
 - Declined to approve Headlee resolution. A letter will be sent to county administration.
 - Approved request from Benzie County Sheriff office to store boat.
- **1/18- NMCAA**
 - This was my first meeting after being elected chair.
 - The tax preparation program (VITA) is underway. Citizens can access this program at BACN or Benzie Senior Resources. In addition, support can be accessed on line at getyourrefund.org/nmcaa or myfreetaxes.com
 - Tonya Schroka has resigned as the Benzie County Consumer Sector.
- **1/19- EDC/BRA**
 - Dan Barcheski was elected Chair, Betsie Evans was elected Vice Chair and Katie Zeits was elected Secretary.
 - We were updated on broadband efforts by Cherry Capital. A copy of the report should be in your packet.
 - Mitch Shapiro updated us on the *Digital Equity* Initiative. This will be an effort to offer training on the use of the internet for citizens requesting it. This is in its planning stages. Benzie County is one of 3 Counties in the SOM to pilot it.
 - We will be receiving our first payment from the SOM to reimburse the cost of Brownfield expenses regarding the True North project in Honor. Katie can speak to this.

- **Other –**

- I attended a meeting with the Benzie County Road Commission on December 14th. The purpose was to support Cherry Capital Communications request for a reduction in fees related to fiber placement to bring broadband internet to our County. I believe an equitable settlement was arrived at.
- At the request of Commissioner Markey and Chip Johnson, I arranged a discussion with Representative Roth to discuss a health care bill being co-sponsored by Representative Roth, VanderWall and Coffia.
- Dick Taylor asked for help to get an extension from the State of MI on the \$5.2M grant to rebuild lake front protection at the Point Betsie Lighthouse. We met with Representative Roth. We used this meeting to discuss additional funding for this project.



23 Jan 2024 Commissioner Cunningham

County

- 12 Jan MAC Environmental Regulatory, planning session. I encourage people to visit: <http://micounties.org> Podcast **83**, that provides a look at the news, introduced bills, stories and trends related to **Michigan's 83 counties** from Keweenaw to Monroe, Chippewa to Benzie. Recently posted: Ax MI Tax <https://www.youtube.com/watch?v=dpMj6MxUK74>
- 16 Jan Frankfort City Council, MSHDA workshop shared, Frankfort housing efforts being used as an example for others to follow.
- CLkTwp, Airport Manager discussion, Dick Bayer, current Airport Manager was present. Bruce Walton, Road Commission, presented and said, "We didn't spend all 2023 and 2022 funds and prioritized needs.
- 17 Jan BoC Agenda Review
- 19 Jan EDC/BRA, I will update as needed.

Community

NOTE: 23 Jan 24, NMC Listening Session, 3pm, BACN, and 6:30pm Weldon Twp Hall

City of Frankfort Planning Commission

City of Frankfort & MSHDA workshop. Mayor Holwerda and Superintendent Josh Mills provided a housing update: In December 2023 Governor Whitmer signed laws to encourage attainable and affordable housing. Frankfort wrote a resolution using the laws when leveraging, PILTS on Main Street and city owned property. Attending guests ; Amy Hovey, Chief Exec Officer, MI State Housing Development Authority/Tony Lentych, Chief Housing Investment Officer, MSHDA.

Rhonda Nye
District IV – Benzonia Township
Commissioner Report
January 23, 2024

December 12 & January 10 – Village of Beulah

- Approved resolution proposing amended water and sewer rates to be effective 1/1/2024.
- Approved various contracts in regard to sewer project.
- Approved RV Park Rules 2024 - camper complaint process clarified and specifies what would cause expulsion from park and what amount of fees would be refunded if that occurred.
- To address the subletting issue the seasonal RV Park is transitioning to weekly/nightly rentals giving first priority to last year's guests, then to waitlist, then to new guests.
- Cold Creek Spoils Removal Bid awarded to Kerby's Backhoe, this cost is split with Benzonia Township.

January 9 – Village of Beulah Informational Meeting at Mill's Community House

- Representatives from Baker Tilly and Gozling Dzubek shared information regarding the ACO, required upgrades to sewer system, and finance options to cover costs.
- Application for a USDA loan will be made, loan forgiveness portion of this funding unknown at this time.
- Approximately a 12 million dollar project. A 2 million dollar EGLE Clean Water Grant has been awarded.

December 13 & January 10 – Benzonia Township

- New Trustee, David Gardner, appointed to Township Board and WBJPC.
- Betsy Taylor appointed as new member of township ZBA.
- Approved Site work for new Township Fire Barn which will begin this Winter, construction in the Spring. Drawings presented. Total package currently at 800k.

December 14 & January 11 – Centra Wellness Board

- Discussion regarding CCBHC's, Centra Wellness position is that they do not make fiscal sense; data being compiled at the region to support the BHH model.
- Presentation given by the Manistee Friendship Center – offer opportunities for food, classes and services.
- Opioid funding received from Benzie County appreciated.

January 2 – Organizational Meeting

January 8 – Village of Benzonia

- Approved MDOT Act 51 Non-Motorized Spending Resolution.
- February 10 Winterfest Fireworks approved behind Family Fare.
- Capital Improvement Plan will span 6 years and will be updated annually; grant funds available from the MEDC to help cover costs.
- Cottage Pros will work on ice rink as weather permits, this is a volunteer effort and greatly appreciated by the village.

January 19 – Economic Development Committee

- Chair – Dan Barcheski, Vice Chair – Betsy Evans, Secretary – Katie Zeits
- Discussion regarding Community Development Coordinator position, discussion to be continued at next meeting.
- Broadband Project, including partnerships and digital equity efforts updated.

January 22 – MAC Health & Human Services

- Presentation by Yarrow Brown – Housing North
- Legislative Update:
 - Medicaid inmate exclusion policy reform discussed – ‘re-entry waiver’ proposed which would reinstate Medicaid benefit 30 days prior to release from jail.
 - Road funding at a significant funding shortfall.
 - Ax My Tax Ballot Proposal – if ballot language approved 380k signatures needed.
 - Statewide Septic Code still being discussed, mandatory five year inspection appears unrealistic especially considering staffing issues.

Tammy Bowers

From: Gary Sauer
Sent: Saturday, January 20, 2024 4:27 PM
To: Tammy Bowers
Subject: Commissioner Report

Thanks to Commissioner Jeannot for attending the Maples meeting in my place.

1-3-4-9-2024 Township meetings. All township's did normal business. Weldon voted to not pursue Headlee override.

1-9-2024 Ironman

Will be no major changes to the race. September 15 is the date. One Elberta council member stated he was always impressed that the village was cleaner after the Ironman left.

1-11-2024 Road Commission

Demolition of the Platte River will begin shortly. Approached by State Police to use Bearcat to breach walls. This unfortunately will not be able to be viewed by the public. Liability wise but am hopeful they will film, no guarantees. Good winter so far very little overtime and good supply of road salt.

1-16-2024 Village of Thompsonville

Public hearing for Parks and Recreation plan. Some written responses good ideas on where to go, looking for grants in the future to make some a reality. Water bids have come back system is old and they must update. Two new wells required, same company will install water meters. Tank needs painting inside and out, increase in water rates from \$47 to \$60 for approximately 2 years till adjustments can be made by usage. New well house is in project. Hopefully this final will be approved at the next meeting all looks good. DPW worker has received his CDL and now DPW is staffed instead of just one employee.

1-18-2024 Village of Elberta

Closing out of water and sewer project. Some funds left over will do a small project to help village with water and sewer. DPW employee will work on CDL. Concerns at Life Saving building where fisherman drive out of lot to fish. Will consider large rocks to curb issue. Ironman is already applying for permits will most likely be last year, Village has been happy with results of this.

Gary Sauer
Commissioner District 7

Get [Outlook for iOS](#)

County Administrator Report

Presentations

**“Internet for All Benzie County” (IFA-BC)
Cherry Capital Connection, LLC (CCC)
Middle - January 2024**

RDOF and BDC

The USAC / HUBB audit associated with CCC reaching the 20% 2-year milestone is complete and approved. CCC is currently at 26% for the March 1, 2024, filing. By the end of year 2024 we must be at 40%. BDC is reviewing our 2022 / 2023 fiber households passed filing. Based on receiving federal funds BDC is doing their due diligence. The initial inquiry (conversation) went well. The process is anticipated to be complete by the end of April.

The MIHI office has requested that CCC provide at the location level details on what and when CCC will complete our RDOF obligation. This report is due in the middle of February. There was no information provided on how the MIHI office will use this data. We assume all RDOF awardees are being requested to provide this information.

Mercury Broadband and CCC discussion continue. Areas of common interest have been defined and a goal of meeting the second QTR of 2024 has been established.

ARPA Internet for all – Benzie County/ROBIN

- a. Construction along M-115 between US-31 and the City of Frankfort is on schedule.
- b. Construction along US-31 between Lake Ann Road and Maple city road is in process.
- c. Benzie County Road Commission (BCRC) permits have issues for Lake Ann Rd, Fewins Road, Reynolds Road, and Cinder Road. The BCRC has requested that limit the number of active per road permits to 4. At our current pace this is workable. However, after we add additional construction crews, we will be requesting 4 per crew / per area. Per road permitting is a new process for BCRC and CCC. Details are being worked out as proceed. Road with applications submitted include Carmean, Hulbert, Bendon, St. Johns, Brundage, and Burnt. (note Airport Road permit issued)
- d. The project includes 415 roads that includes 192 private roads. The 223 roads remaining are either county roads or State roads. Permission to construct on private roads varies by roadway.
- e. Our pre-engineering department will be surveying roads over the next 45-60 days in Crystal Lake and Benzonia townships, and City of Frankfort.
 - a. Reminder to all citizens, please do not remove Miss Dig Flags. If digging call miss dig at 811
- f. **Open access**
 - a. Contract with COS for has been signed. The first meeting associated with configuring the consumer facing web site will be Friday 1-19-2024 with an anticipated production late February.
 - b. Integration with CCC CRM and electronics provisioning aspects will be completed by end of April.
- g. The USA distributor for the Heights home and small business gateway has been secured.
 - a. The selection of Heights was in response to our consumers requesting that we provide an integrated gateway that supports the Fiber ONT, provide 10G ethernet pass off, provide POTS line interface, and provide WiFi-6e capabilities.
- h. Post Cards will be sent before the next reporting cycle to all households along our construction route. This would be the second mailing. Door to door efforts will continue through 2024.
- i. FCC has announced December 26, 2024, Urban Rate Survey. The FCC 2023 Urban Rate survey was included within ROBIN. CCC will publish new subscription rates.
 - a. Public Notice: <https://docs.fcc.gov/public/attachments/DA-23-1207A1.pdf>
- j. Huts at Inland and Crystal Lake township complete waiting on light from middle mile provider.

BEADS

Benzie County, Mitch, and CCC are reviewing publicly available data with the goal of producing a map that would outline potential areas for the BEADS application. It is anticipated that once the MIHI office has defined locations they will publish their results.

Benzie County Road Commission

The BCRC listened to our concerns. The board voted to reject our suggested resolutions. The BCRC staff recommended a new process for permitting call “Per Road”. This removed the per road crossing charge associated with the per road permit.

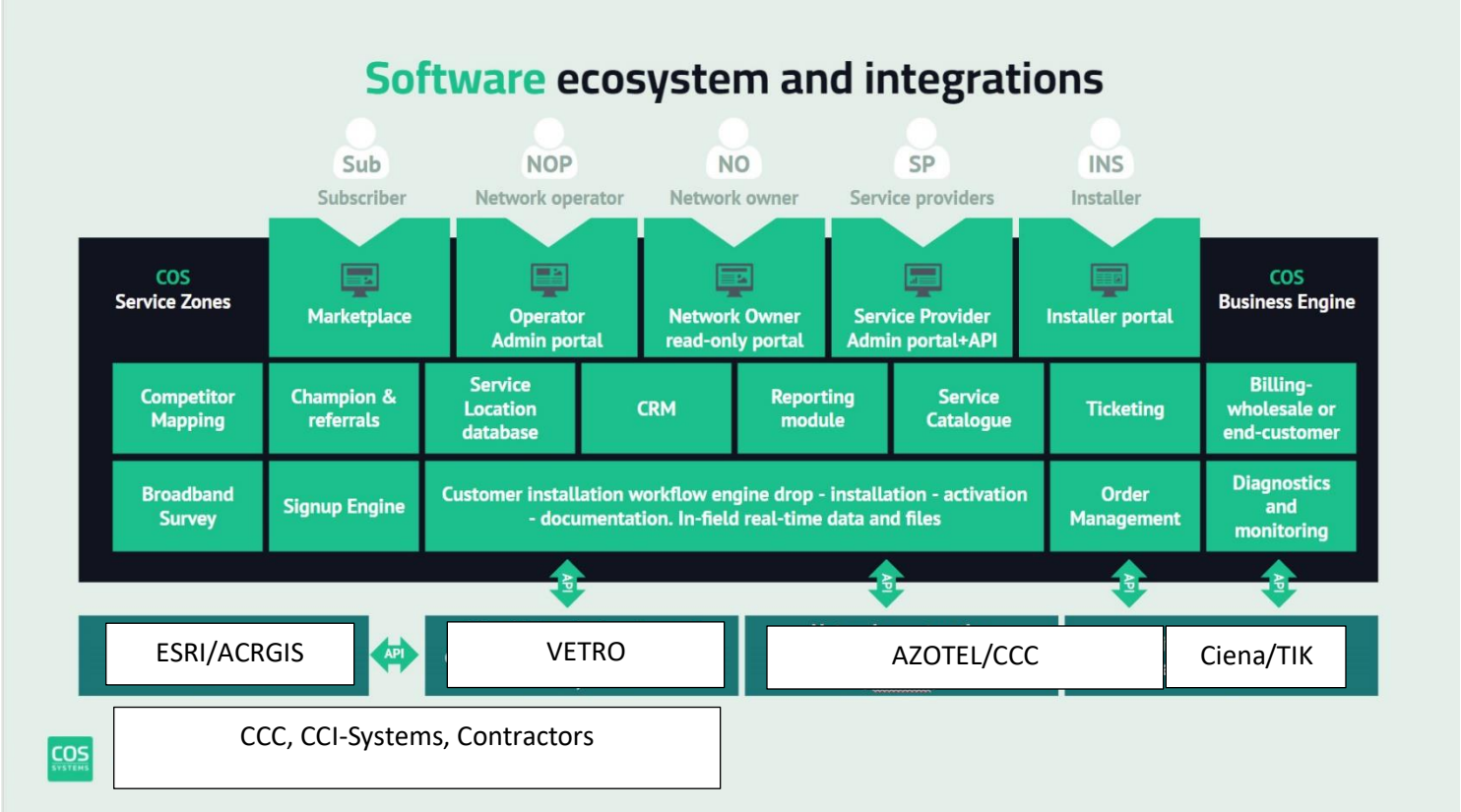
Other projects

CCC will be providing a strategic fiber plan to the City of Frankfort DDA.
Unserved and underserved areas of Gilmore, Blaine, and Lake townships should be evaluated after BEADS data has been released.

Human Resources

Justin has been promoted to the CTO position and will focus on community outreach development.
Our new COO starts January 22, 2024.
We have openings in OSP, Customer Service, Sales, and IT.

COS for the Geeks



Evaluating other funding opportunities

Kind Regards - Tim Maylone - CEO and Managing Member, Cherry Capital Connection, LLC

Correspondence

**BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT
BOARD OF HEALTH MEETING AGENDA
Wednesday, January 24, 2024 – 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: 634 612 517#

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 November 29, 2023.

Approval of the Agenda

Public Comment Period

1. Health Officer Update – Dan Thorell
2. Personnel and Finance Committee Report-Personnel and Finance Committee
 - A. Accounts Payable - Action
 - B. December Financial Statements – Action
 - C. BOH Meeting Dates for 2024 – Action
 - D. Leelanau Environmental Health Furnishings - Action
3. 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

Personnel and Finance Comm. Meeting- January 24, 2024 1:00 pm
Leelanau County Government Center – Upper-Level Community Meeting Room
Electronically via conference call:
(213) 282-9788 and enter Conference ID: 634 612 517#



ALMIRA TOWNSHIP

7276 OLE WHITE DRIVE LAKE ANN, MI 49650

Phone: 231.275.5862
Fax: 231.275.7164
Website: almiratownship.org

January 8, 2024

To the Benzie County Board of Commissioners;

We appreciate your inclusion of Almira Township in the October 30th meeting and in discussion of the possibility of resetting the county operating millage. We understand the procedure of the reset, and how it involves and affects the townships.

At this time, we are choosing not to adopt and sign the resolution presented to us. Although we support and encourage your right and duty to gain and gather as much support as possible, we do not particularly agree to the language it contains.

We remain open to further discussion and inclusion on this topic. We fully support the will of the people to decide this important ballot initiative.

Thank you for your time,
The Almira Township Board.

Mark E. Roper, Supervisor

Mark Roper Supervisor

RECEIVED

JAN 16 2024

TAMMY BOWERS
BENZIE COUNTY CLERK
BEULAH, MI 49617

Tammy Clous Clerk

Mandy Gray Rineer Treasurer

Lori Florip Trustee

Matt Therrien Trustee