

# **BENZIE COUNTY BOARD OF COMMISSIONERS**

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

[www.benzieco.net](http://www.benzieco.net)

## **MEETING AGENDA**

**June 27, 2023**

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

**Join Meeting**

**Please click the link below to join the webinar:**

[www.youtube.com/@BenzieCounty](https://www.youtube.com/@BenzieCounty)

**PLEASE TURN OFF ALL CELL PHONES OR SWITCH THEM TO VIBRATE**

9:00 a.m.

**CALL TO ORDER**

**ROLL CALL**

**INVOCATION AND PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

**APPROVAL OF MINUTES – 6/13/23**

**PUBLIC COMMENT**

**FINANCE –**

**A) Approval of Bills**

**ELECTED OFFICIALS & DEPT HEAD COMMENTS**

**ACTION ITEMS –**

**A) Consider approving MCOLES application for grant funding for sponsoring a candidate through the police academy at NMC.**

**B) Approve selling 2018 Dodge Charger through Mi-bid.**

**C) Consider intergovernmental cooperative purchasing agreement with Omnia Partners for Central Dispatch.**

**D) Consider accepting the Annual Hazardous Materials Emergency Preparedness Planning Grant.**

**E) Approve amendment to Mitch Shapiro's Broadband Consulting Service Agreement.**

**F) Consider approving the services agreement related to Ironman.**

**G) Consider approving contract for remonumentation with Crystal Surveying, LLC**

**H) Consider approving proposal for HVAC replacement and installation of central air at EMS Station 2.**

**I) Consider approving proposal for flooring replacement at EMS Station 2.**

**J) Consider approving Infant in the Workplace Pilot Program Policy.**

**K) Opioid Funding Discussion.**

**COMMISSIONER REPORTS –**

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

**STUDY SESSION – 6/13/23 - None**

**COMMITTEE APPOINTMENTS – None**

**UNFINISHED BUSINESS –**



NEW BUSINESS –  
PRESENTATION:

~~10:00 a.m. — Liz Negrau, Frankfort Area Land Trust~~

PRESENTATION OF CORRESPONDENCE  
PUBLIC COMMENT  
ADJOURNMENT

**Times Subject to Change**



## PUBLIC COMMENT

**Purpose:** The Benzie County Board of Commissioners is a public policy setting body and subject to the Open Meetings Act (PA 267 of 1976). The Board also operates under a set of “Benzie County Board Rules (section 7.3)” which provides for public comment during their meetings. It continually strives to receive comment from the residents of the county and reserves two opportunities during the monthly scheduled meeting for you the public to voice opinions, concerns and sharing of any other items of common interest. There are however, in concert with meeting conduct certain rules to follow.

**Speaking Time:** Agenda items may be added or removed by the board but initially at least two times are devoted to Public Comment. Generally, however, attendees wishing to speak will be informed how long they may speak by the chairman. All speakers are asked to give their name, residence and topic they wish to address. This and the statements/comments will be entered into the public record (minutes of the meeting). Should there be a number of speakers wishing to voice similar opinions, an option for a longer presentation may be more appropriate for the group and one or more speakers may talk within that time frame. The Board will not be accepting public comment via zoom/online.

Group Presentations – 15 minutes  
Individual Presentations – 3 minutes

**Board Response:** Generally, as this is an “Comment” option, the board will not comment or respond to presenters. Silence or non-response from the board should not be interpreted as disinterest or disagreement by the board. However, should the board individually or collectively wish to address the comments of the speaker(s) at the approval of the Chair and within a time frame previously established, responses may be made by the board. Additionally, the presenter may be in need of a lengthier understanding of an issue or topic and may be referred to a committee appropriate to address those issues.

Public Comment is very important in public policy settings and is only one means for an interchange of information or dialogue. Each commissioner represents a district within the county, and he/she may be individually contacted should greater depth or understanding of an issue be sought. Personal contact is encouraged and helpful to both residents and the board.

### Commissioner Contacts:

|          |  |              |
|----------|--|--------------|
| District | I – Bob Roelofs (Almira East of Reynolds Road).....  | 231-645-1187 |
| District | II - Art Jeannot (Almira Twp West of N. Reynolds Road, Platte Twp, Lake Twp East of Sutter Rd, and Inland Twp section 1-6, section 7 lying west of Maple City Hwy, north of US-31) ..... | 231-920-5028 |
| District | III – Karen Cunningham (Crystal Lake, Frankfort and Lake Twp, at Sutter Road going West) .....   | 231-822-4067 |
| District | IV – Rhonda Nye (Benzonia Twp, except for sections 31, 36 and 35 East of Case Road).....   | 231-510-8804 |
| 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 |

January 3, 2023



**THE BENZIE COUNTY BOARD OF COMMISSIONERS**  
**June 13, 2023**

The Benzie County Board of Commissioners met in a regular session on Tuesday, June 13, 2023, in the Frank Walterhouse Board of Commissioners Room, 448 Court Place, Government Center, Beulah, Michigan.

The meeting was called to order by Chair Bob Roelofs.

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

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

**Agenda:**

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

**Minutes:**

Motion by Jeannot, seconded by Sauer, to approve the regular session minutes of May 23, 2023, as amended. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, and Sauer Nays: None Exc: Warsecke Motion carried.

Motion by Nye, seconded by Markey, to approve the close session minutes of May 23, 2023, as presented. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, and Sauer Nays: None Exc: Warsecke Motion carried.

9:03 a.m. Public Comment - None

**PUBLIC HEARING – Truth in Taxation**

Brianne Lindsey, Equalization Director, was available to answer any questions regarding the Truth and Taxation hearing and the L-4029. Headlee millage millage levied will be the same as last year. The purpose of this meeting is to notify the public of the County's intent to levy the maximum under Headlee.

9:04 a.m. Public Hearing Open:

Commissioner Sauer inquired as to what is the rate now from last year, and did it go down?

Katie Zeits, County Administrator, stated it did not go down because of the way inflation and how all the evaluations came in. Our millage rate will stay at 3.3378 mills, so there will be no roll back.

9:06 a.m. Public Hearing Closed

Motion by Sauer, seconded by Markey, to adopt Resolution 23-006, Truth in Taxation to adopt the general operating millage rate for Benzie County. Roll Call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, and Sauer Nays: None Exc: Warsecke Motion carried.

**FINANCE**

Bills: Motion by Jeannot, seconded by Nye, to approve payment of the bills from May 25, 2023, through June 8, 2023, in the amount of \$508,612.49, as presented. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, and Sauer Nays: None Exc: Warsecke Motion carried.



## **COMMISSIONERS**

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**June 13, 2023**

Motion by Sauer, seconded by Jeannot, to approve payment of the bills from June 8, 2023, in the amount of \$382,086.44, as presented. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, and Sauer Nays: None Exc: Warsecke Motion carried.

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

Sheriff Rosa stated that he had an employee retire in April, and another employee leave last week. He had placed the openings on MCOLES but has received no applicants in a months' time. A lot of Sheriff Offices are sponsoring individuals to go to the Police Academy. We are fortunate to have a Police Academy at NMC, it is a 16-week program instead of a 2-year program. We have been talking to the Administrator and Human Resources to see if we can formulate a plan and get this in place. We now have the Body Scanner in place and training has started. Want to thank everyone for all the help and cooperation in making this happen.

Rebecca Hubers, Emergency Management, stated that Ray Kendra will be here today to discuss the lower-level expansion. Want to acknowledge that Benzie County Office of Emergency Management has a group of people that volunteer (CERTS) that work for them. You might see them at events. They help with resources like the City Police and Sheriff Office. A lot of these individuals are aging / retiring, some due to health reasons. Even though they are not employees of Benzie County, they dedicate their time for the resources of Benzie County. We have good people working for us even though they are not getting paid.

Kyle Mauer, Animal Control, stated that he received the paperwork from Two Seven Oh Inc, for a reimbursement grant for \$20,000. This grant will be put towards the floor repairs. He will bring that information back to the board. Attended a training on Animal Shelter Operations and Guidelines. The biggest take away was separation of animals and vaccination of animals when they come in the door.

Brianne Lindsay, Equalization Director provided correspondence from the Department of Treasury.

## **ACTION ITEMS**

MI Spark grant application: ~~Jim Gribble~~ Jed Maker and Lara Treemore Spears were present to answer any questions. Motion by Nye, seconded by Cunningham, to adopt Resolution 23-007 authorizing the Spark's Grant Application for reimbursement funding for the paving of the Betsie Valley Trail from Village of Beulah to Case Road, and authorize the Chair and County Administrator to sign the related site control and grant application documents. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, and Sauer Nays: None Exc: Warsecke Motion carried.

Award Project to bidder regarding the lower-level expansion - Dispatch: Ray Kendra was to present to review the bids, make a recommendation and answer any questions.

9:49 a.m. Break to reconnect Zoom.

9:56 a.m. Reconvene.

Cory Ellis, 911 Director spoke regarding the staffing and life expectancy of this expansion.

Commissioner Nye would like to add a discussion regarding the DTRF fund, and the funds dedicated to this project, on the afternoon Study Session agenda.

Motion by Markey, seconded by Cunningham, to accept the project bid and authorizes construction contracts with Grand Traverse Construction for the lower-level expansion project in the total amount of \$1,880,000, with funds available in the Central Dispatch fund balance, General Fund fund balance, American Rescue Plan Act funding, and CARES Act funding, recognized as General Fund dollars, and the Delinquent Tax Revolving fund, such contracts subject to approval as to their substance by



## COMMISSIONERS

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Administration and their form by legal counsel. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, and Sauer Nays: None Exc: Warsecke Motion carried.

### PRESENTATIONS:

10:21 a.m. Ed Hoogterp, Parks and Recreation Director presented the Parks and Recreation Feasibility Study report. There is more work to be done before we come back with our request.

10:50 a.m. Tim Maylone, CEO Cherry Capital Communications, presented the Broadband Expansion Project update. They have been task to work with the County to bring fiber to all the unserved or underserved homes in Benzie County.

11:21 a.m. Break to reconnect with Zoom.

11:32 a.m. Reconvene

Approve IN Digital proposal regarding Central Dispatch mobile phone backup: Cory Ellis, 911 Director, was present to answer any questions. Motion by Jeannot, seconded by Markey, to approve the proposal with IN Digital for MEVO Anywhere Mobile Kits for priority calling when the need arises in the amount of \$7,443.08, and further approve an annual service charge of \$2,208.69 for a period of five years, with funds available in the Central Dispatch Fund. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, and Sauer Nays: None Exc: Warsecke Motion carried.

Authorize Village of Honor summer patrol contract: Sheriff Rosa was present to answer any questions. Motion by Markey, seconded by Cunningham, to approve the Sheriff Patrol Agreement with the Village of Honor for the 2023 summer months, subject to approval as to form by legal counsel, and authorizes the Chair to sign. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, and Sauer Nays: None Exc: Warsecke Motion carried.

Purchase three portable radios for Sheriff's office use: Sheriff Rosa was present to answer any questions. Motion by Nye, seconded by Sauer, to confirm the purchase of three portable radios as outlined in the Motorola Solutions quotes dated March 25, 2023, with funds available in the General Fund Sheriff's Office Equipment, with reimbursement for one radio from Centra Wellness and that a budget amendment approving funding from fund 282 for the cost of bailiff radios be approved. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, and Sauer Nays: None Exc: Warsecke Motion carried.

Consider authorizing an agreement in connection to an employment matter: Sheriff Rosa was present to answer any questions. Motion by Jeannot, seconded by Nye, to approve the Last Chance Agreement prepared by legal counsel with a member of the Police Officers Association of Michigan and authorizes the Chair to sign. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, and Sauer Nays: None Exc: Warsecke Motion carried.

Budget amendment to recognizes revenue and expenditures with a reimbursement grant for District Court set aside: Motion by Cunningham, seconded by Jeannot, to approve the budget amendment in the amount of \$8,564 for clean slate implementation, increase both revenues and expenditures related to District Court. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, and Sauer Nays: None Exc: Warsecke Motion carried.



## **COMMISSIONERS**

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**June 13, 2023**

Approve proposal for fire alarm integration related to the leased space in the Government Center:

Motion by Sauer, seconded by Markey, to approve the proposal from Summit Fire Protection to integrate the fire alarms in the Governmental Center addition in the not to exceed amount of \$9,564, with funds available in fund 310. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, and Sauer Nays: None Exc: Warsecke Motion carried.

Approve copier lease for Prosecutor's office: Motion by Jeannot, seconded by Nye, to approve a five-year lease agreement with NetLink Business Solutions for a Sharp Advanced Copy machine for the Prosecutor's Office operational use and authorizes the Chair to sign. Roll call.

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

Budget amendment for Building Department: Motion by Sauer, seconded by Cunningham, to approve the budget amendment in the amount of \$28,000 recognizing additional revenue and expenditure for the Building Department fund, Mechanical Inspector. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, and Sauer Nays: None Exc: Warsecke Motion carried.

## **COMMISSIONER REPORTS**

Chair Roelofs stated that he wanted to appreciate everyone that were at the Memorial Day Celebration at the Veterans Memorial Park. Had a great time with great people. Paul Miller, who passed away during service in Afghanistan was recognized at the celebration, and his father, Jim Miller was present. Attended the MACC Transportation meeting and Area Agency on Aging meeting. If any veteran would like to walk in the Beulah 4<sup>th</sup> of July parade or the Frankfort 4<sup>th</sup> of July parade, they can contact him.

Comm Jeannot provided a written report. Wanted to make a comment about the Veterans Memorial Day Celebration. Really pleased to see how you are bringing in young people.

Comm Cunningham provided a written report and gave an update on the Frankfort Elberta School Board meeting.

Comm Nye provided a written report and gave an update on the Land Bank meeting and Centra Wellness meeting.

Comm Markey provided a written report and gave an update on the Centra Wellness meeting and Village of Honor meeting.

Comm Sauer provided a written report and wanted to recognize Jesse Zylstra, Solid Waste Director, for all his hard work to ensure the recycling event in Frankfort was a success.

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

Point Betsie is accepting public comments for the shoreline restoration project. This is part of the project being an historical site. The new website has been delayed but will be meeting with the web host next Tuesday. We received notice from the Department of Treasury that the Equalization Department has been released from the Equalization Corrective Action Plan. Brianne is doing wonderful things down there. Met with the representatives from the Crystal Lake Watershed Association at their request to talk about Sunkissed and various things. They are concerned about the



## **COMMISSIONERS**

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**June 13, 2023**

process and how the process went. Wanted to let the Board know that she has been elected to the Board of Directors for the Michigan Association of County Administrative Offices.

**STUDY SESSION - None**

**COMMITTEE APPOINTMENTS -None**

**UNFINISHED BUSINESS -None**

**NEW BUSINESS - None**

## **PRESENTATION OF CORRESPONDENCE**

- Crystal Lake Elevation report.
- Little Platte Lake Elevation report.
- Benzie Leelanau Health Department May 1, 2023, minutes.
- Correspondence from Lisa Pyne.
- Correspondence from Robin Talsma.
- Alcona County Resolution – The Revised School Code HB4284
- Ottawa County Resolution.
- Ingham County Resolution 23-229 – LGBTQ Pride Month
- Livingston County Resolution 2023-05-080 – Veteran Services

12:25 p.m. Public Comment - None

Motion by Sauer, seconded by Cunningham, to adjourn at 12:26 p.m. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, and Sauer Nays: None Exc: Warsecke Motion carried.

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Bob Roelofs, Chair

Tammy Bowers, Benzie County Clerk

## **INDEX**

1. Approve the agenda as presented.
2. Approve the regular session minutes of May 23, 2023, as amended.
3. Approve the close session minutes of May 23, 2023, as presented.
4. Adopt Resolution 23-006, Truth in Taxation to adopt the general operating millage rate for Benzie County.
5. Approve payment of the bills from May 25, 2023, through June 8, 2023, in the amount of \$508,612.49, as presented.
6. Approve payment of the bills from June 8, 2023, in the amount of \$382,086.44, as presented.
7. Adopt Resolution 23-007 authorizing the Spark's Grant Application for reimbursement funding for the paving of the Betsie Valley Trail from Village of Beulah to Case Road and authorize the Chair and County Administrator to sign the related site control and grant application documents.
8. Accept the project bid and authorizes construction contracts with Grand Traverse Construction for the lower-level expansion project in the total amount of \$1,880,000, with



## COMMISSIONERS

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funds available in the Central Dispatch fund balance, General Fund fund balance, American Rescue Plan Act funding, and CARES Act funding, recognized as General Fund dollars, and the Delinquent Tax Revolving fund, such contracts subject to approval as to their substance by Administration and their form by legal counsel.

9. Approve the proposal with IN Digital for MEVO Anywhere Mobile Kits for priority calling when the need arises in the amount of \$7,443.08, and further approve an annual service charge of \$2,208.69 for a period of five years, with funds available in the Central Dispatch Fund.
10. Approve the Sheriff Patrol Agreement with the Village of Honor for the 2023 summer months, subject to approval as to form by legal counsel, and authorizes the Chair to sign.
11. Confirm the purchase of three portable radios as outlined in the Motorola Solutions quotes dated March 25, 2023, with funds available in the General Fund Sheriff's Office Equipment, with reimbursement for one radio from Centra Wellness and that a budget amendment approving funding from fund 282 for the cost of bailiff radios be approved.
12. Approve the Last Chance Agreement prepared by legal counsel with a member of the Police Officers Association of Michigan and authorizes the Chair to sign.
13. Approve the budget amendment in the amount of \$8,564 for clean slate implementation, increase both revenues and expenditures related to District Court.
14. Approve the proposal from Summit Fire Protection to integrate the fire alarms in the Governmental Center addition in the not to exceed amount of \$9,564, with funds available in fund 310.
15. Approve a five-year lease agreement with NetLink Business Solutions for a Sharp Advanced Copy machine for the Prosecutor's Office operational use and authorizes the Chair to sign.
16. Approve the budget amendment in the amount of \$28,000 recognizing additional revenue and expenditure for the Building Department fund, Mechanical Inspector.



**Art Jeannot**  
**Commissioner Report**  
**June 13, 2023**

- **6/1 – Lake Township**
  - The Township is ready to write checks for the public safety tower and Point Betsie. At their request I have connected them with county administration for direction.
- **6/8 – Platte Township**
  - I have been contacted by township residents expressing concerns with the Benzonia/Platte Township Joint Planning Commission (WBJPC). Their concerns appear to be oversight of the Sunkissed Hills development and how the Commission has managed this. More information will be provided in future reports if appropriate.
- **6/12 – Almira Township**
  - I will report any relevant information at our meeting.



Rhonda Nye  
District IV – Benzonía Township  
Commissioner Report  
June 13, 2023

May 23 – Networks Northwest Master Plan Update

- New census data added
- Reviewed and discussed suggested edits

May 24 – Benzie Leelanau District Health Department Board

- Due to elimination of the family planning program and an adequate fund balance, FY 2024 budget request will not be increased.
- Discussion regarding the legislation that would require mandatory five-year septic inspection; implementation would be extremely problematic for our health department i.e. cost to implement, additional staff needed, safety of staff and compliance enforcement concerns.
- Leelanau basement remodel plan has been pared down in an effort to obtain bids within budget.
- After meeting with partners at the Benzie building, plans to add on to that building will not move forward.

May 31 – Crystal Lake Watershed Association Land Use Committee

- Meeting requested to discuss Sunkissed Development and identify gaps in various entities permitting processes that could be improved to protect our area lakes, specifically Crystal Lake.

June 5 – Village of Benzonía

- Japanese knotweed has been identified in various places within the village. Discussion regarding the invasion nature of this plant especially if disturbed; has potential to damage infrastructure.
- Approved the purchase of a zero turn mower to maintain village property.
- Board considered a requests for short term rental payment refund and forgiveness of an unpaid water bill. Both requests denied.
- Four people needed for the formation of a Wellhead Protection Program Committee, 2 seats filled and two remain open.

June 5 – Benzie Central Board

- Fiscal update given by Justin Westin, Director of Finance. Benzie projected to have 30% fund balance at year end and will be moving forward with a Headlee renewal of their non-homestead operating millage.
- Educational Foundation will be dissolving and will be absorbed by the Grand Traverse Regional Foundation. All existing funds will be donated to the GTRF for the benefit of Benzie Central students.
- Offer to purchase received for the old bus garage and adjacent property, offer would allow Benzie to continue to use bus garage for one year for \$1.00/month and could be re-negotiated at the year end. Board interested but will need time to consider.
- Offer to purchase received for Crystal Lake Elementary School. Board had lengthy discussion regarding several options for the school including:



- Selling to BWAC
- Selling a portion of the property and retaining a portion to convert to housing
- Listing the school or requesting RFP's for sale
- Demolishing building and allow building trades to develop property – perhaps four houses

Discussion will continue at next meeting.

- Approved Letter of Agreement – Effective/Highly Effective Bonus in the amount of 150/250.

#### June 7 – Land Bank

- Report will be given at BOC meeting.

#### June 8 – Centra Wellness Board

- Report will be given at BOC meeting.



## Tammy Bowers

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**From:** Gary Sauer  
**Sent:** Wednesday, June 7, 2023 10:22 AM  
**To:** Tammy Bowers  
**Subject:** Commissioner Report District 7

5-24 Health Department. No increase in county match this year. State wide septic ordinance being looked at in Lansing

5-25 Road Commission. Brining completed. Perusing brownfield grant for demolition of Platte River school.

5-25 Maples DHHS. Rolling reviews for clients of DHHS no look back. Pay to train Cena's for jobs at the Maples, traveling nurses and cena's huge extra cost.

5-31 MCWCF meeting. Training by attorney on current legal requirements. Investments doing well. Concerns with current Lansing group expanding workers comp claims in favor of individuals filing.

6-1 Blaine township. Update from Frankfort district library. Discussion with a local road issue.

6-5 Mac ag and tourism. Approved changes to platform. John Yellich spoke regarding aquifer's and a study done in Branch county and the effects from farming. Actually very little effects.

Sent from my iPad





**13 June 23**

**Commissioner Cunningham, District 3**

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

**231.822.4067**

**Attended/Presented**

- 16 May Frankfort City Council, discussed Golf Cart ordinance.  
CLTwp, broadcasted for the first time.
- 17 May Benzie Chamber  
Point Betsie
- 23 May BoC voted on Strategies document for 23-24, 5 votes yes, 1 vote no, 1 absent.  
The Maples Dir. Loop presented ratings of the facility, over all highly rated above 'like' facilities.
- 24 May Human Services Coalition Benzie, annual meeting.  
Fire Dept drone rescue demonstration TV 7 and 4.
- 25 May attended The Maples meeting.  
Airport Authority, will coordinate with Chief Cederholm concerning the drone.

**Community**

FEAS groundbreaking.

Point Betsie: Open House 6 May, 10am- 4pm.

Frankfort, golf cart hearing

Kinship Coalition: planning a Benzie meeting in June, purpose to establish a monthly support meeting.

Writing a description for a "liaison".

Veterans Inspiring Veterans Art Show board site visit. Toured Land Grant housing on "Jay's Place". Planning on Frankfort Business Accelerator Task Force, MIHQ. Interview about Biochar.

Assorted meetings and emails with constituents, as it relates to county information, concerns and strategies.

**Recommended reading: the Strategies document from the 23 May 23 Board of Commissioner packet.**



Tim Markey  
Commissioner Report  
June 13, 2023

June 05<sup>th</sup> thru June 7<sup>th</sup> – CMHA of MI (Community Mental Health Association of Michigan) Annual Summer Conference

- Mostly normal congerence stuff, like workshops for social workers to get their continued education credits. I did attend the "What We Wish We Didn't Know About Cannabis" workshop. Talked mostly on terminology, access and how adult normals translate to child normals. What you see is what you do.
- There was a presentation from Michigan Department of Health & Human Services, Bereau of Children's Coordinated Health Policy & Supports on what it is they do and how to engage services. One take away is that they are looking at the local CMH's to do child placement which is a function of Child protective services. I do believe that this is in the planning stage and might not happen.

June 8<sup>th</sup> – Centra Wellness Network Board

- Will provide updates as I see necessary



# Finance Report

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06/22/2023 02:30 PM

User: RLYnn

DB: Benzie County

## INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY

EXP CHECK RUN DATES 06/09/2023 - 06/22/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID - CHECK TYPE: PAPER CHECK

Page: 1/12

| GL Number                                 | Invoice Line Desc               | Vendor                              | Invoice Description                     | Amount   | Check # |
|---|---------------------------------|-------------------------------------|---|----------|---------|
| Fund 101 GENERAL FUND                     |                                 |                                     |   |          |         |
| Dept 101 BOARD OF COMMISSIONERS           |                                 |                                     |   |          |         |
| 101-101-717.00                            | MEDICAL/DENTAL/VISION INSURANCE | BLUE CARE NETWORK                   | COVERAGE 7.1.23 TO 7.31.23              | 3,678.64 | 90258   |
| 101-101-717.00                            | MEDICAL/DENTAL/VISION INSURANCE | BLUE CROSS BLUE SHIELD OF BCBS      | PPO COVERAGE JULY 2023                  | 1,343.28 | 90260   |
| 101-101-717.00                            | MEDICAL/DENTAL/VISION INSURANCE | FIDELITY SECURITY LIFE INS          | EYE COVERAGE JUNE 2023                  | 52.52    | 90274   |
| 101-101-725.08                            | WORKER'S COMP INSURANCE         | MICHIGAN COUNTIES WORKERS           | MCWCF 3RD QUARTER INSTALLMENT 2023      | 220.81   | 90212   |
| 101-101-853.00                            | CELLULAR PHONES                 | VERIZON WIRELESS                    | CELLPHONES MISC GVT CTR JUNE 2023       | 43.52    | 90307   |
| 101-101-860.00                            | TRAVEL                          | MARKEY, TIM                         | MILEAGE FOR MAY 2023                    | 43.89    | 90291   |
| Total For Dept 101 BOARD OF COMMISSIONERS |                                 |                                     |   | 5,382.66 |         |
| Dept 172 ADMINISTRATOR                    |                                 |                                     |   |          |         |
| 101-172-717.00                            | MEDICAL/DENTAL/VISION INSURANCE | BLUE CARE NETWORK                   | COVERAGE 7.1.23 TO 7.31.23              | 2,682.33 | 90258   |
| 101-172-717.00                            | MEDICAL/DENTAL/VISION INSURANCE | FIDELITY SECURITY LIFE INS          | EYE COVERAGE JUNE 2023                  | 32.28    | 90274   |
| 101-172-725.08                            | WORKER'S COMP INSURANCE         | MICHIGAN COUNTIES WORKERS           | MCWCF 3RD QUARTER INSTALLMENT 2023      | 189.27   | 90212   |
| 101-172-727.00                            | OFFICE SUPPLIES                 | AMAZON CAPITAL SERVICES, I          | EMPLOYEE RECORD FILE FOLDERS            | 127.29   | 90251   |
| Total For Dept 172 ADMINISTRATOR          |                                 |                                     |   | 3,031.17 |         |
| Dept 215 COUNTY CLERK                     |                                 |                                     |   |          |         |
| 101-215-717.00                            | MEDICAL/DENTAL/VISION INSURANCE | BLUE CARE NETWORK                   | COVERAGE 7.1.23 TO 7.31.23              | 2,299.14 | 90258   |
| 101-215-717.00                            | MEDICAL/DENTAL/VISION INSURANCE | BLUE CROSS BLUE SHIELD OF BCBS      | PPO COVERAGE JULY 2023                  | 895.52   | 90260   |
| 101-215-717.00                            | MEDICAL/DENTAL/VISION INSURANCE | FIDELITY SECURITY LIFE INS          | EYE COVERAGE JUNE 2023                  | 33.96    | 90274   |
| 101-215-725.08                            | WORKER'S COMP INSURANCE         | MICHIGAN COUNTIES WORKERS           | MCWCF 3RD QUARTER INSTALLMENT 2023      | 230.28   | 90212   |
| 101-215-727.00                            | OFFICE SUPPLIES                 | ODP BUSINESS SOLUTIONS, LI          | OFFICE SUPPLIES FOR CLERK'S OFFICE      | 57.25    | 90219   |
| 101-215-727.00                            | OFFICE SUPPLIES                 | SMART SOURCE LLC                    | ENVELOPES CLERK                         | 789.09   | 90231   |
| 101-215-728.00                            | JURY SUPPLIES                   | SMART SOURCE LLC                    | ENVELOPES CLERK                         | 387.98   | 90231   |
| 101-215-955.00                            | DUES & REGISTRATIONS-           | TAMMY BO MICHIGAN ASSOCIATION OF CC | MACC CONFERENCE AUGUST 2023             | 350.00   | 90211   |
| Total For Dept 215 COUNTY CLERK           |                                 |                                     |   | 5,043.22 |         |
| Dept 228 TECHNOLOGY                       |                                 |                                     |   |          |         |
| 101-228-800.00                            | CONTRACTED SERVICES             | VC3 INC                             | EVENT SENTRY LOG MONITORING             | 199.00   | 90249   |
| 101-228-963.00                            | COMPUTER SUPPORT                | VC3 INC                             | OFFICE 365 PARTIAL JUNE / JULY 2023 PAY | 35.50    | 90147   |
| 101-228-963.00                            | COMPUTER SUPPORT                | VC3 INC                             | BCVPN                                   | 150.00   | 90249   |
| Total For Dept 228 TECHNOLOGY             |                                 |                                     |   | 384.50   |         |
| Dept 233 CENTRAL SERVICES                 |                                 |                                     |   |          |         |
| 101-233-800.00                            | CONTRACTED SERVICES             | FP FINANCE PROGRAM                  | POSTAGE METER RENTAL JULY 2023          | 234.00   | 90277   |
| 101-233-874.00                            | MEDICAL INSURANCE - RETIREES    | BLUE CARE NETWORK                   | COVERAGE 7.1.23 TO 7.31.23              | 2,452.42 | 90258   |
| 101-233-874.00                            | MEDICAL INSURANCE - RETIREES    | FIDELITY SECURITY LIFE INS          | EYE COVERAGE JUNE 2023                  | 37.12    | 90274   |
| 101-233-940.20                            | EQUIPMENT LEASE                 | APPLIED INNOVATION                  | SUM OF EQUIPMENT BASE CHARGES           | 33.99    | 90152   |
| 101-233-940.20                            | EQUIPMENT LEASE-40023293        | TEAM FINANCIAL GROUP, INC.          | CUSTOMER # 40023293 CONTRACT # 40023293 | 122.00   | 90235   |
| 101-233-940.20                            | EQUIPMENT LEASE-40027957        | TEAM FINANCIAL GROUP, INC.          | CUSTOMER # 40027957 CONTRACT # 40027957 | 120.97   | 90235   |
| 101-233-940.20                            | EQUIPMENT LEASE                 | WELLS FARGO VENDOR FIN SEF          | COPIER LEASE BP-50C45                   | 155.51   | 90310   |
| Total For Dept 233 CENTRAL SERVICES       |                                 |                                     |   | 3,156.01 |         |
| Dept 253 COUNTY TREASURER                 |                                 |                                     |   |          |         |
| 101-253-717.00                            | MEDICAL/DENTAL/VISION INSURANCE | BLUE CARE NETWORK                   | COVERAGE 7.1.23 TO 7.31.23              | 2,452.42 | 90258   |
| 101-253-717.00                            | MEDICAL/DENTAL/VISION INSURANCE | FIDELITY SECURITY LIFE INS          | EYE COVERAGE JUNE 2023                  | 29.32    | 90274   |
| 101-253-725.08                            | WORKER'S COMP INSURANCE         | MICHIGAN COUNTIES WORKERS           | MCWCF 3RD QUARTER INSTALLMENT 2023      | 157.72   | 90212   |
| 101-253-727.00                            | OFFICE SUPPLIES                 | AMAZON CAPITAL SERVICES, I          | OFFICE SUPPLIES                         | 134.87   | 90151   |
| 101-253-727.00                            | OFFICE SUPPLIES                 | GOVERNMENTAL PRODUCTS LLC           | OFFICE SUPPLIES                         | 36.00    | 90278   |
| 101-253-860.00                            | TRAVEL                          | THOMPSON, MICHELLE                  | MILEAGE                                 | 24.63    | 90239   |
| Total For Dept 253 COUNTY TREASURER       |                                 |                                     |   | 2,834.96 |         |
| Dept 257 EQUALIZATION DEPARTMENT          |                                 |                                     |   |          |         |
| 101-257-717.00                            | MEDICAL/DENTAL/VISION INSURANCE | BLUE CARE NETWORK                   | COVERAGE 7.1.23 TO 7.31.23              | 3,142.17 | 90258   |



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| Fund 101 GENERAL FUND                          |                                  |                                 |   |           |         |
| Dept 257 EQUALIZATION DEPARTMENT               |                                  |                                 |   |           |         |
| 101-257-717.00                                 | MEDICAL/DENTAL/VISION INSURANCE  | FIDELITY SECURITY LIFE INS      | EYE COVERAGE JUNE 2023                  | 13.92     | 90274   |
| 101-257-725.08                                 | WORKER'S COMP INSURANCE          | MICHIGAN COUNTIES WORKERS       | MCWCF 3RD QUARTER INSTALLMENT 2023      | 189.27    | 90212   |
| Total For Dept 257 EQUALIZATION DEPARTMENT     |                                  |                                 |   | 3,345.36  |         |
| Dept 262 ELECTIONS                             |                                  |                                 |   |           |         |
| 101-262-963.00                                 | COMPUTER SUPPORT                 | JACKPINE BUSINESS CENTERS 2 - 5 | DRAWER LEGAL FILE CABINETS              | 1,315.94  | 90283   |
| Total For Dept 262 ELECTIONS                   |                                  |                                 |   | 1,315.94  |         |
| Dept 265 BUILDING & GROUNDS                    |                                  |                                 |   |           |         |
| 101-265-717.00                                 | MEDICAL/DENTAL/VISION INSURANCE  | BLUE CARE NETWORK               | COVERAGE 7.1.23 TO 7.31.23              | 383.19    | 90258   |
| 101-265-717.00                                 | MEDICAL/DENTAL/VISION INSURANCE  | FIDELITY SECURITY LIFE INS      | EYE COVERAGE JUNE 2023                  | 4.64      | 90274   |
| 101-265-725.08                                 | WORKER'S COMP INSURANCE          | MICHIGAN COUNTIES WORKERS       | MCWCF 3RD QUARTER INSTALLMENT 2023      | 430.59    | 90212   |
| 101-265-750.00                                 | MAINTENANCE SUPPLIES             | KSS                             | PAPER PRODUCTS                          | 152.82    | 90204   |
| 101-265-750.00                                 | MAINTENANCE SUPPLIES             | KSS                             | PAPER PROD CAN LINER                    | 321.50    | 90287   |
| 101-265-800.00                                 | CONTRACTED SERVICES              | TREETOP BENZIE                  | TREE REMOVAL FOR GOV CENTER & SHERIFF'S | 2,250.00  | 90241   |
| 101-265-821.00                                 | GARBAGE DISPOSAL                 | GFL ENVIRONMENTAL               | WASTE MANAGEMENT ACCT #002110103        | 277.44    | 90184   |
| 101-265-821.00                                 | GARBAGE DISPOSAL                 | GFL ENVIRONMENTAL               | ACCT # WASTE MANAGEMENT 002126461       | 41.66     | 90186   |
| 101-265-850.00                                 | TELEPHONE                        | CENTURYLINK                     | 30343955 COMMUNICATION                  | 45.07     | 90166   |
| 101-265-850.00                                 | TELEPHONE                        | TELNET WORLDWIDE                | BENZIE COUNTY PHONES-ACCT# 61319        | 470.01    | 90236   |
| 101-265-853.00                                 | CELL PHONES                      | VERIZON WIRELESS                | CELLPHONES MISC GVT CTR JUNE 2023       | 43.52     | 90307   |
| 101-265-923.00                                 | FUEL/PROPANE-DHS 9100 209 3120   | DTE ENERGY                      | ACCT # 910020931200 DHHS (05.12.23-06.  | 124.38    | 90270   |
| 101-265-923.00                                 | FUEL - NATURAL GAS               | DTE ENERGY                      | ACCT # 91002929204 JAIL BUILDING (05.1  | 299.15    | 90273   |
| 101-265-924.00                                 | ELECTRIC- GARAGE 1000 0586 8649  | CONSUMERS ENERGY                | ACCT #100005868649 MAIN BUILDING GARAG  | 35.03     | 90264   |
| 101-265-924.00                                 | ELECTRIC-MAIN BUILDING 1000 0051 | CONSUMERS ENERGY                | ACCT #100000514248 MAIN BUILDING ELECTF | 5,939.63  | 90265   |
| 101-265-924.00                                 | ELECTRIC                         | CONSUMERS ENERGY                | ACCT # 100000514313 JAIL BUILDING ELEC  | 1,022.35  | 90266   |
| 101-265-930.00                                 | EQUIPMENT REPAIR                 | HURST MECHANICAL                | DHS COOLING CONTROLS RESET              | 481.22    | 90281   |
| 101-265-935.00                                 | BUILDING REPAIRS                 | HURST MECHANICAL                | REPAIR BOILER PUMP #2                   | 2,386.21  | 90281   |
| 101-265-935.00                                 | BUILDING REPAIRS                 | TOP LINE ELECTRIC, LLC          | DATA ACCESS - SGT ROOM ROAD             | 201.47    | 90304   |
| Total For Dept 265 BUILDING & GROUNDS          |                                  |                                 |   | 14,909.88 |         |
| Dept 266 LEGAL & CONTRACTED SERVICES           |                                  |                                 |   |           |         |
| 101-266-810.00                                 | LEGAL FEES                       | COHL, STOKER, TOSKEY, P.C.      | PROFESSIONAL SERVICES RENDERED APRIL 20 | 4,354.29  | 90172   |
| Total For Dept 266 LEGAL & CONTRACTED SERVICES |                                  |                                 |   | 4,354.29  |         |
| Dept 283 CIRCUIT COURT                         |                                  |                                 |   |           |         |
| 101-283-800.00                                 | CONTRACTED SVCS - THINKING MATTE | CATHOLIC HUMAN SERVICES, I      | THINKING MATTERS GRP MAY 31, 2023       | 479.17    | 90263   |
| 101-283-810.00                                 | LEGAL FEES-19-11201-DC           | ERIC OHEARN                     | CT APPT ATTY- REFERENCE 19-11201-DC & 2 | 307.50    | 90180   |
| 101-283-810.00                                 | LEGAL FEES 18-3016-NA            | MCDONALD, PATRICK               | COURT APPOINTED ATTY FOR VARIOUS NA CAS | 2,917.50  | 90209   |
| 101-283-810.00                                 | LEGAL FEES FILE NO 23-0020-CA    | NICHOLAS BROWN LAW, PLLC        | COURT APPOINTED ATTY FOR VARIOUS NA CAS | 250.00    | 90217   |
| 101-283-810.00                                 | LEGAL FEES CASE #22-0019-GA      | NICHOLAS BROWN LAW, PLLC        | COURT APPOINTED ATTY FOR VARIOUS NA CAS | 87.50     | 90217   |
| 101-283-810.00                                 | LEGAL FEES 18-3032-NA            | SPILLAN, JOHN                   | COURT APPOINTED ATTY - NA FEES          | 1,535.00  | 90232   |
| 101-283-810.00                                 | LEGAL FEES - COURT APPOINTED ATT | LAW OFFICES OF WESTFALL, I      | CRT APPT ATTY 22-3189-NA                | 75.00     | 90288   |
| 101-283-810.00                                 | LEGAL FEES - COURT APPOINTED ATT | NICHOLAS BROWN LAW, PLLC        | COURT APPOINTED ATTY FOR VARIOUS NA CAS | 749.00    | 90294   |
| 101-283-813.00                                 | PROBATION EXPENSES INVOICE #4848 | JACKPINE BUSINESS CENTERS       | ENVELOPES FOR PROBATION                 | 165.99    | 90195   |
| 101-283-860.00                                 | TRAVEL                           | QUAGLIA, VINCENT                | MILEAGE & MEALS FOR 05/16, 05/23, 05/25 | 200.00    | 90221   |
| 101-283-963.00                                 | COMPUTER SUPPORT                 | VC3 INC                         | COMPUTER CABLE AND MALE END K ROBINSON  | 15.00     | 90249   |
| Total For Dept 283 CIRCUIT COURT               |                                  |                                 |   | 6,781.66  |         |
| Dept 286 DISTRICT COURT                        |                                  |                                 |   |           |         |
| 101-286-717.00                                 | MEDICAL/DENTAL/VISION INSURANCE  | BLUE CARE NETWORK               | COVERAGE 7.1.23 TO 7.31.23              | 4,368.37  | 90258   |
| 101-286-717.00                                 | MEDICAL/DENTAL/VISION INSURANCE  | BLUE CROSS BLUE SHIELD OF       | BCBS PPO COVERAGE JULY 2023             | 1,074.63  | 90260   |
| 101-286-717.00                                 | MEDICAL/DENTAL/VISION INSURANCE  | FIDELITY SECURITY LIFE INS      | EYE COVERAGE JUNE 2023                  | 64.76     | 90274   |
| 101-286-725.08                                 | WORKER'S COMP INSURANCE          | MICHIGAN COUNTIES WORKERS       | MCWCF 3RD QUARTER INSTALLMENT 2023      | 230.28    | 90212   |



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| Fund 101 GENERAL FUND                    |                                 |                            |   |           |         |
| Dept 286 DISTRICT COURT                  |                                 |                            |   |           |         |
| 101-286-727.00                           | OFFICE SUPPLIES                 | ODP BUSINESS SOLUTIONS, L  | OFFICE SUPPLIES- DISTRICT COURT         | 52.96     | 90219   |
| 101-286-727.00                           | OFFICE SUPPLIES                 | MCCARDEL WATER CONDITIONI  | BOTTLED WATER                           | 33.00     | 90292   |
| 101-286-805.10                           | PROBATE CT APPOINTTED ATTORNEY  | KISH DYKSTRA & SCOTT       | GUARDIAN AD LITEM HEARING PREPERATION   | 20.00     | 90202   |
| 101-286-805.10                           | PROBATE CT APPOINTTED ATTORNEY  | 1 KISH DYKSTRA & SCOTT     | JASMIN SCHUPBACK FILE 14-0024-DD        | 25.00     | 90202   |
| 101-286-805.10                           | PROBATE CT APPOINTTED ATTORNEY  | D KISH DYKSTRA & SCOTT     | GUARDIAN AD LITEM PROFESSIONAL SERVICES | 300.00    | 90202   |
| 101-286-805.10                           | PROBATE CT APPOINTTED ATTORNEY  | D MARIE WALKER, PLLC       | APPELLATE ATTORNEY FEES                 | 90.00     | 90208   |
| 101-286-805.10                           | PROBATE CT APPOINTED ATTORNEY   | JOHNSON, BRIAN             | ATTY SERVICES ROLLINS                   | 150.00    | 90285   |
| 101-286-805.10                           | PROBATE CT APPOINTED ATTORNEY   | LAW OFFICES OF WESTFALL, I | ATTY SVCS C BATES                       | 255.00    | 90288   |
| 101-286-805.10                           | PROBATE CT APPOINTED ATTORNEY   | NORTHERN MICHIGAN ELDER L  | ATTY FEES C JESTILA                     | 3,455.00  | 90296   |
| 101-286-805.10                           | PROBATE CT APPOINTED ATTORNEY   | SMITH & JOHNSON ATTORNEYS, | ATTY FEES L WEAVER                      | 40.00     | 90301   |
| 101-286-806.00                           | SCREENING FEES                  | OPEN DOOR ASSESSMENTS, LLC | COURT SCREENING 23-123SD, 20-142SD      | 170.00    | 90297   |
| 101-286-853.00                           | CELLULAR PHONES                 | VERIZON WIRELESS           | CELLPHONES MISC GVT CTR JUNE 2023       | 195.07    | 90307   |
| 101-286-955.00                           | DUES & REGISTRATIONS            | STATE OF MICHIGAN CERTIFIC | O'BRIEN: CER RENEWAL / LONG-MILLER: CEC | 90.00     | 90233   |
| 101-286-956.20                           | EXAMINATIONS-DEV DISABLED       | NORTHERN CLINICAL & DIAGN  | PHYSCH EXAMS                            | 310.00    | 90218   |
| Total For Dept 286 DISTRICT COURT        |                                 |                            |   | 10,924.07 |         |
| Dept 296 PROSECUTING ATTORNEY            |                                 |                            |   |           |         |
| 101-296-717.00                           | MEDICAL/DENTAL/VISION INSURANCE | BLUE CARE NETWORK          | COVERAGE 7.1.23 TO 7.31.23              | 3,218.80  | 90258   |
| 101-296-717.00                           | MEDICAL/DENTAL/VISION INSURANCE | FIDELITY SECURITY LIFE INS | EYE COVERAGE JUNE 2023                  | 38.60     | 90274   |
| 101-296-725.08                           | WORKER'S COMP INSURANCE         | MICHIGAN COUNTIES WORKERS  | MCWCF 3RD QUARTER INSTALLMENT 2023      | 223.97    | 90212   |
| 101-296-853.00                           | CELLULAR PHONES                 | VERIZON WIRELESS           | CELLPHONES MISC GVT CTR JUNE 2023       | 87.04     | 90307   |
| Total For Dept 296 PROSECUTING ATTORNEY  |                                 |                            |   | 3,568.41  |         |
| Dept 301 SHERIFF                         |                                 |                            |   |           |         |
| 101-301-717.00                           | MEDICAL/DENTAL/VISION INSURANCE | BLUE CARE NETWORK          | COVERAGE 7.1.23 TO 7.31.23              | 11,572.35 | 90258   |
| 101-301-717.00                           | MEDICAL/DENTAL/VISION INSURANCE | FIDELITY SECURITY LIFE INS | EYE COVERAGE JUNE 2023                  | 174.24    | 90274   |
| 101-301-725.08                           | WORKER'S COMP INSURANCE         | MICHIGAN COUNTIES WORKERS  | MCWCF 3RD QUARTER INSTALLMENT 2023      | 5,331.07  | 90212   |
| 101-301-727.00                           | OFFICE SUPPLIES                 | TRAVERSE CITY AREA PUBLIC  | BUSINESS CARDS SRO AND MHO              | 25.00     | 90305   |
| 101-301-748.00                           | GAS, OIL & GREASE               | WEX BANK                   | BCSO FUEL MAY 16 TO JUN 15, 2023        | 41.49     | 90312   |
| 101-301-749.00                           | VEHICLE REPAIRS                 | BAYSHORE TIRE & AUTO       | STOCK DURANGO TIRE SET                  | 736.00    | 90158   |
| 101-301-749.00                           | VEHICLE REPAIRS                 | WATSON BENZIE LLC          | 20-2 OIL IN ANTIFREEZE REPAIR           | 1,315.83  | 90243   |
| 101-301-752.10                           | DRY CLEANERS                    | ROBBIE'S DRY CLEANERS, INC | DRY CLEANING/ALTERNATIONS MAY 2023      | 16.50     | 90225   |
| 101-301-800.00                           | CONTRACTED SERVICES             | MICHIGAN STATE POLICE - C  | GTWY TO GWTY VPN 04012023 TO 06302023   | 387.00    | 90214   |
| 101-301-853.00                           | CELLULAR PHONES-ROAD PATROL     | VERIZON WIRELESS           | BCSO 0513 TO 06122023 CELL PHONES       | 717.08    | 90308   |
| 101-301-970.00                           | EQUIPMENT                       | VC3 INC                    | PANASONIC PORT REPLICATOR - DEPUTIES WC | 1,317.00  | 90147   |
| 101-301-970.00                           | EQUIPMENT MENTAL HEALTH OFFICER | ACME SPORTS INC            | 3 SIG SAUER P229-40 SRO, REPLCMT, MHO   | 1,458.00  | 90149   |
| 101-301-970.00                           | EQUIPMENT                       | GALL'S, LLC                | HANDCUFFS - BAILIFFS                    | 109.92    | 90183   |
| 101-301-970.00                           | EQUIPMENT                       | TREETOP BENZIE             | TREE REMOVAL FOR GOV CENTER & SHERIFF'S | 1,125.00  | 90241   |
| 101-301-970.00                           | EQUIPMENT                       | WOLVERINE POWER SYSTEMS    | LIGHTNING STRIKE DAMAGE TO SHERRIFFS OF | 294.03    | 90246   |
| 101-301-970.00                           | EQUIPMENT                       | WOLVERINE POWER SYSTEMS    | LIGHTNING STRIKE DAMAGE - CONTROL BOAR  | 1,397.90  | 90246   |
| 101-301-970.00                           | EQUIPMENT                       | AMAZON CAPITAL SERVICES, I | SRO-MHO EQUIPMENT SPLIT                 | 21.44     | 90251   |
| Total For Dept 301 SHERIFF               |                                 |                            |   | 26,039.85 |         |
| Dept 333 SECONDARY ROAD PATROL           |                                 |                            |   |           |         |
| 101-333-717.00                           | MEDICAL/DENTAL/VISION INSURANCE | BLUE CARE NETWORK          | COVERAGE 7.1.23 TO 7.31.23              | 1,149.57  | 90258   |
| 101-333-717.00                           | MEDICAL/DENTAL/VISION INSURANCE | FIDELITY SECURITY LIFE INS | EYE COVERAGE JUNE 2023                  | 15.40     | 90274   |
| 101-333-725.08                           | WORKER'S COMP INSURANCE         | MICHIGAN COUNTIES WORKERS  | MCWCF 3RD QUARTER INSTALLMENT 2023      | 750.77    | 90212   |
| 101-333-751.00                           | UNIFORMS                        | ROBBIE'S DRY CLEANERS, INC | DRY CLEANING/ALTERNATIONS MAY 2023      | 91.50     | 90225   |
| Total For Dept 333 SECONDARY ROAD PATROL |                                 |                            |   | 2,007.24  |         |
| Dept 334 ZERO TOLERANCE, BAILIFF         |                                 |                            |   |           |         |
| 101-334-725.08                           | WORKER'S COMP INSURANCE         | MICHIGAN COUNTIES WORKERS  | MCWCF 3RD QUARTER INSTALLMENT 2023      | 750.77    | 90212   |



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| Fund 101 GENERAL FUND                  |                                 |  |   |           |         |
| Dept 334 ZERO TOLERANCE, BAILIFF       |                                 |  |   |           |         |
|  |                                 | Total For Dept 334 ZERO TOLERANCE, BAILIFF |   | 750.77    |         |
| Dept 426 EMERGENCY MANAGEMENT          |                                 |  |   |           |         |
| 101-426-717.00                         | MEDICAL/DENTAL/VISION INSURANCE | BLUE CARE NETWORK                          | COVERAGE 7.1.23 TO 7.31.23              | 919.66    | 90258   |
| 101-426-717.00                         | MEDICAL/DENTAL/VISION INSURANCE | FIDELITY SECURITY LIFE INS                 | EYE COVERAGE JUNE 2023                  | 9.28      | 90274   |
| 101-426-725.08                         | WORKER'S COMP INSURANCE         | MICHIGAN COUNTIES WORKERS                  | MCWCF 3RD QUARTER INSTALLMENT 2023      | 157.72    | 90212   |
| 101-426-850.00                         | TELEPHONE                       | AT & T MOBILITY                            | CELLPHONES FIRST RESPONDERS             | 43.67     | 90252   |
|  |                                 | Total For Dept 426 EMERGENCY MANAGEMENT    |   | 1,130.33  |         |
| Dept 648 MEDICAL EXAMINER              |                                 |  |   |           |         |
| 101-648-835.00                         | LAB FEES                        | RGS REMOVALS                               | HISTOLOGY SERVICES ME BENZIE            | 155.00    | 90224   |
| 101-648-861.00                         | BURIAL TRANSITS                 | JOWETT FAMILY FUNERAL HOME                 | TRANSPORT OF DECEDENTS AND MEDICOLEGAL  | 3,600.00  | 90201   |
| 101-648-970.00                         | EQUIPMENT- MEDICAL EXAMINER     | TRINITY FLUIDS                             | SUPPLIES PP GOWNS                       | 150.50    | 90242   |
| 101-648-970.00                         | EQUIPMENT- MEDICAL EXAMINER     | TRINITY FLUIDS                             | SUPPLIES SPINAL NEEDLES                 | 182.90    | 90242   |
|  |                                 | Total For Dept 648 MEDICAL EXAMINER        |   | 4,088.40  |         |
| Dept 662 JUVENILE DIVISION             |                                 |  |   |           |         |
| 101-662-727.00                         | OFFICE SUPPLIES                 | WELLS FARGO FINANCIAL LEAS                 | 603-0236145-000 2022                    | 79.90     | 90244   |
|  |                                 | Total For Dept 662 JUVENILE DIVISION       |   | 79.90     |         |
| Dept 670 DHHS BOARD                    |                                 |  |   |           |         |
| 101-670-721.00                         | PER DIEM - DHHS BOARD           | JOWETT, GAYLORD                            | DHHS BOARD MTG 5.25.23                  | 40.00     | 90286   |
| 101-670-721.00                         | PER DIEM - DHHS BOARD           | SCHAFFER, DONALD E.                        | DHHS MEETING 5.25.23                    | 40.00     | 90300   |
| 101-670-860.00                         | TRAVEL - DHHS BOARD             | SCHAFFER, DONALD E.                        | DHHS MEETING 5.25.23                    | 5.90      | 90300   |
|  |                                 | Total For Dept 670 DHHS BOARD              |   | 85.90     |         |
| Dept 710 MSU EXTENSION                 |                                 |  |   |           |         |
| 101-710-800.00                         | CONTRACTED SERVICES             | MICHIGAN STATE UNIVERSITY                  | 4TH QUARTER PAYMENT JULY-SEPTEBMR 2023  | 11,095.25 | 90215   |
|  |                                 | Total For Dept 710 MSU EXTENSION           |   | 11,095.25 |         |
| Dept 711 REGISTER OF DEEDS             |                                 |  |   |           |         |
| 101-711-717.00                         | MEDICAL/DENTAL/VISION INSURANCE | BLUE CARE NETWORK                          | COVERAGE 7.1.23 TO 7.31.23              | 2,452.42  | 90258   |
| 101-711-717.00                         | MEDICAL/DENTAL/VISION INSURANCE | FIDELITY SECURITY LIFE INS                 | EYE COVERAGE JUNE 2023                  | 29.32     | 90274   |
| 101-711-725.08                         | WORKER'S COMP INSURANCE         | MICHIGAN COUNTIES WORKERS                  | MCWCF 3RD QUARTER INSTALLMENT 2023      | 157.72    | 90212   |
|  |                                 | Total For Dept 711 REGISTER OF DEEDS       |   | 2,639.46  |         |
| Dept 751 PARKS & RECREATION DEPARTMENT |                                 |  |   |           |         |
| 101-751-721.00                         | PER DIEM                        | BARB IKENS                                 | PARKS AND RECREATION MEETING 06/12/2023 | 40.00     | 90156   |
| 101-751-721.00                         | PER DIEM                        | BARNARD, JASON                             | PARKS AND RECREATION MEETING 06/12/2023 | 40.00     | 90157   |
| 101-751-721.00                         | PER DIEM-PARKS & REC            | BEECHRAFT, PAUL                            | PARKS & REC MEETING 06/12/2023          | 40.00     | 90159   |
| 101-751-721.00                         | PER DIEM                        | DUPERRON, SEAN                             | PARKS AND RECREATION MEETING 06/12/22   | 40.00     | 90177   |
| 101-751-721.00                         | PER DIEM                        | HOOGTERP, EDWARD                           | PARKS AND RECREATION MEETING 06/12/2023 | 40.00     | 90193   |
| 101-751-721.00                         | PER DIEM                        | JOHNSON, SHAUN                             | PARKS AND RECREATION MEETING 06/12/2023 | 40.00     | 90199   |
| 101-751-721.00                         | PER DIEM                        | LEE FERGUSON                               | PARKS AND RECREATION MEETING 06/12/2023 | 40.00     | 90207   |
| 101-751-721.00                         | PER DIEM                        | SKURDALL, BARBARA                          | PARKS AND RECREATION MEETING 06/12/2023 | 40.00     | 90230   |
| 101-751-860.00                         | TRAVEL                          | BARB IKENS                                 | PARKS AND RECREATION MEETING 06/12/2023 | 6.55      | 90156   |
| 101-751-860.00                         | TRAVEL                          | BARNARD, JASON                             | PARKS AND RECREATION MEETING 06/12/2023 | 6.55      | 90157   |
| 101-751-860.00                         | TRAVE-PARKS & REC               | BEECHRAFT, PAUL                            | PARKS & REC MEETING 06/12/2023          | 20.96     | 90159   |
| 101-751-860.00                         | TRAVEL                          | DUPERRON, SEAN                             | PARKS AND RECREATION MEETING 06/12/22   | 11.14     | 90177   |
| 101-751-860.00                         | TRAVEL                          | HOOGTERP, EDWARD                           | PARKS AND RECREATION MEETING 06/12/2023 | 1.96      | 90193   |
| 101-751-860.00                         | TRAVEL                          | JOHNSON, SHAUN                             | PARKS AND RECREATION MEETING 06/12/2023 | 3.28      | 90199   |
| 101-751-860.00                         | TRAVEL                          | LEE FERGUSON                               | PARKS AND RECREATION MEETING 06/12/2023 | 14.41     | 90207   |
| 101-751-860.00                         | TRAVEL                          | SKURDALL, BARBARA                          | PARKS AND RECREATION MEETING 06/12/2023 | 1.96      | 90230   |



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| GL Number                              | Invoice Line Desc                | Vendor   | Invoice Description                      | Amount     | Check # |
|--|----------------------------------|--|--|------------|---------|
| Fund 101 GENERAL FUND                  |                                  |  |  |            |         |
| Dept 751 PARKS & RECREATION DEPARTMENT |                                  |  |  |            |         |
|  |                                  | Total For Dept 751 PARKS & RECREATION DEPARTMENT |  | 386.81     |         |
|  |                                  | Total For Fund 101 GENERAL FUND                  |  | 113,336.04 |         |
| Fund 210 AMBULANCE FUND (BLS)          |                                  |  |  |            |         |
| Dept 265 BUILDING & GROUNDS            |                                  |  |  |            |         |
| 210-265-750.00                         | MAINTENANCE SUPPLIES-EMS 2115152 | GFL ENVIRONMENTAL                                | ACCT # WASTE MANAGEMENT (DEPARTMENT)     | 130.71     | 90185   |
| 210-265-750.00                         | MAINTENANCE SUPPLIES             | MI PEST  | ST 3 PEST CONTROL                        | 61.00      | 90210   |
| 210-265-750.00                         | MAINTENANCE SUPPLIES             | HONOR BUILDING SUPPLY, INC                       | SCREWS AND CAULK FOR SIGN INSTALATION    | 6.83       | 90280   |
| 210-265-850.01                         | INTERNET SERVICE                 | DIRECT TV  | ST 2 TV                                  | 133.97     | 90268   |
| 210-265-922.00                         | WATER & SEWER                    | CITY OF FRANKFORT                                | CITY WATER AND SEWER                     | 61.07      | 90169   |
| 210-265-923.00                         | FUEL/PROPANE-EMS TVILLE 9200 059 | DTE ENERGY                                       | ACCT #92005954614 669 TVILLE(5.13.23-6.  | 76.93      | 90269   |
| 210-265-923.00                         | FUEL/PROPANE-EMS PARK AVE 9100 2 | DTE ENERGY                                       | ACCT # 910020929022 MAIN BUILDING (05.1  | 41.43      | 90271   |
| 210-265-923.00                         | FUEL/PROPANE-EMS PINE LN 9100 20 | DTE ENERGY                                       | ACCT # 910020931077 PINE ST FRKFRT (05.  | 84.59      | 90272   |
| 210-265-924.00                         | ELECTRIC                         | CHERRYLAND ELECTRIC                              | ST 2 ELECTRICITY                         | 158.10     | 90168   |
| 210-265-924.00                         | ELECTRIC-STATION 3 1000 1354 355 | CONSUMERS ENERGY                                 | ACCT # 100013543556 MAIN BUILDING ELEC   | 141.59     | 90174   |
| 210-265-924.00                         | ELECTRIC-STATION 3 GARAGE 1000 1 | CONSUMERS ENERGY                                 | ACCT # 100013543937 MAIN BUILDING ELEC   | 74.32      | 90175   |
|  |                                  | Total For Dept 265 BUILDING & GROUNDS            |  | 970.54     |         |
| Dept 651 EMERGENCY MEDICAL TECHNICIANS |                                  |  |  |            |         |
| 210-651-717.00                         | MEDICAL/DENTAL/VISION INSURANCE  | BLUE CARE NETWORK                                | COVERAGE 7.1.23 TO 7.31.23               | 1,532.76   | 90258   |
| 210-651-717.00                         | MEDICAL/DENTAL/VISION INSURANCE  | FIDELITY SECURITY LIFE INS                       | EYE COVERAGE JUNE 2023                   | 20.04      | 90274   |
| 210-651-725.08                         | WORKER'S COMP INSURANCE          | MICHIGAN COUNTIES WORKERS                        | MCWCF 3RD QUARTER INSTALLMENT 2023       | 8,942.95   | 90212   |
|  |                                  | Total For Dept 651 EMERGENCY MEDICAL TECHNICIANS |  | 10,495.75  |         |
| Dept 655 ADVANCED LIFE SUPPORT (ALS)   |                                  |  |  |            |         |
| 210-655-717.00                         | MEDICAL/DENTAL/VISION INSURANCE  | BLUE CARE NETWORK                                | COVERAGE 7.1.23 TO 7.31.23               | 13,411.67  | 90258   |
| 210-655-717.00                         | MEDICAL/DENTAL/VISION INSURANCE  | FIDELITY SECURITY LIFE INS                       | EYE COVERAGE JUNE 2023                   | 163.48     | 90274   |
| 210-655-725.08                         | WORKER'S COMP INSURANCE          | MICHIGAN COUNTIES WORKERS                        | MCWCF 3RD QUARTER INSTALLMENT 2023       | 2,980.98   | 90212   |
| 210-655-727.00                         | OFFICE SUPPLIES                  | CHARTER COMMUNICATIONS                           | CHARTER FOR EMS STATION 3                | 276.39     | 90167   |
| 210-655-735.00                         | MEDICAL SUPPLIES                 | BOUND TREE MEDICAL, LLC                          | MED SUPPLIES                             | 157.14     | 90261   |
| 210-655-735.00                         | MEDICAL SUPPLIES                 | BOUND TREE MEDICAL, LLC                          | MED SUPPLIES                             | 17.37      | 90261   |
| 210-655-735.00                         | MEDICAL SUPPLIES                 | BOUND TREE MEDICAL, LLC                          | MED SUPPLIES                             | 710.16     | 90261   |
| 210-655-735.10                         | MEDICAL SUPPLIES - GAS           | AIRGAS   | OXYGEN                                   | 92.48      | 90150   |
| 210-655-735.10                         | MEDICAL SUPPLIES - GAS           | AIRGAS   | OXYGEN                                   | 20.08      | 90150   |
| 210-655-751.00                         | UNIFORMS                         | DA DESIGNS                                       | SUMMER HATS                              | 493.00     | 90267   |
| 210-655-800.01                         | CONTRACTED SERVICES - BILLING    | FIRE RECOVERY EMS                                | MAY 23 BILLING                           | 4,987.25   | 90276   |
|  |                                  | Total For Dept 655 ADVANCED LIFE SUPPORT (ALS)   |  | 23,310.00  |         |
|  |                                  | Total For Fund 210 AMBULANCE FUND (BLS)          |  | 34,776.29  |         |
| Fund 213 JAIL OPERATIONS FUND          |                                  |  |  |            |         |
| Dept 265 BUILDING & GROUNDS            |                                  |  |  |            |         |
| 213-265-725.08                         | WORKER'S COMP INSURANCE          | MICHIGAN COUNTIES WORKERS                        | MCWCF 3RD QUARTER INSTALLMENT 2023       | 430.59     | 90212   |
| 213-265-783.00                         | EQUIP. SERVICES & SUPPLIES       | KSS  | PAPER PRODUCTS                           | 715.94     | 90204   |
| 213-265-783.00                         | EQUIP. SERVICES & SUPPLIES       | BETSIE VALLEY SALES & SER                        | MOWER BLADE SHARPENING                   | 18.00      | 90257   |
| 213-265-784.00                         | GARBAGE PICK-UP                  | GFL ENVIRONMENTAL                                | ACCT # WASTE MANAGEMENT 002126461        | 101.99     | 90186   |
| 213-265-853.00                         | CELLULAR PHONES                  | VERIZON WIRELESS                                 | BCSO 0513 TO 06122023 CELL PHONES        | 181.15     | 90308   |
| 213-265-923.00                         | FUEL - NATURAL GAS               | DTE ENERGY                                       | ACCT # 91002929204 JAIL BUILDING ( )05.1 | 732.34     | 90273   |
| 213-265-924.00                         | ELECTRIC-JAIL 1000 0051 4313     | CONSUMERS ENERGY                                 | ACCT # 100000514313 JAIL BUILDING ELEC   | 2,502.89   | 90266   |
| 213-265-935.00                         | JAIL REPAIRS                     | HURST MECHANICAL                                 | BOOSTER COIL #5 - JAIL POD               | 1,285.64   | 90194   |
| 213-265-935.00                         | JAIL REPAIRS                     | SHERWIN-WILLIAMS                                 | PAINT - JAIL                             | 59.81      | 90229   |
| 213-265-935.00                         | JAIL REPAIRS                     | TREETOP BENZIE                                   | TREE REMOVAL FOR GOV CENTER & SHERIFF'S  | 1,125.00   | 90241   |
| 213-265-935.00                         | JAIL REPAIRS                     | WESTERN DETENTION                                | KEYS FOR JAIL                            | 302.00     | 90311   |



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| Fund 213 JAIL OPERATIONS FUND                 |                                  |                            |   |           |         |
| Dept 265 BUILDING & GROUNDS                   |                                  |                            |   |           |         |
| Total For Dept 265 BUILDING & GROUNDS         |                                  |                            |   | 7,455.35  |         |
| Dept 351 JAIL - CORRECTIONS                   |                                  |                            |   |           |         |
| 213-351-717.00                                | MEDICAL/DENTAL/VISION INSURANCE  | BLUE CARE NETWORK          | COVERAGE 7.1.23 TO 7.31.23              | 11,035.88 | 90258   |
| 213-351-717.00                                | MEDICAL/DENTAL/VISION INSURANCE  | FIDELITY SECURITY LIFE INS | EYE COVERAGE JUNE 2023                  | 143.44    | 90274   |
| 213-351-725.08                                | WORKER'S COMP INSURANCE          | MICHIGAN COUNTIES WORKERS  | MCWCF 3RD QUARTER INSTALLMENT 2023      | 5,362.62  | 90212   |
| 213-351-740.00                                | FOOD SUPPLIES                    | CANTEEN SERVICES           | FOOD SUPPLIES 06042023 TO 06102023      | 1,961.63  | 90163   |
| 213-351-740.00                                | FOOD SUPPLIES                    | CANTEEN SERVICES           | FOOD SUPPLIES 06112023 TO 06172023      | 1,868.85  | 90262   |
| 213-351-748.00                                | GAS, OIL & GREASE                | WEX BANK                   | BCSO FUEL MAY 16 TO JUN 15, 2023        | 175.75    | 90312   |
| 213-351-751.00                                | UNIFORMS                         | CMP DISTRIBUTORS           | NAME PLATE - FORTINE TO SEIDELMAN       | 26.50     | 90171   |
| 213-351-751.00                                | UNIFORMS                         | AMAZON CAPITAL SERVICES, I | UNIFORMS - JAIL - PIKE                  | 134.97    | 90251   |
| 213-351-752.10                                | DRY CLEANERS                     | ROBBIE'S DRY CLEANERS, INC | DRY CLEANING/ALTERNATIONS MAY 2023      | 81.00     | 90225   |
| 213-351-963.00                                | COMPUTER SUPPORT                 | VC3 INC                    | REPAIR OF DAMAGES TO ACO FROM LIGHTING  | 73.50     | 90147   |
| 213-351-963.00                                | COMPUTER SUPPORT                 | JOHNSON CONTROLS FIRE PRO  | JAIL CAMERA SOFTWARE, LIGHTNING STRIKE  | 598.70    | 90198   |
| 213-351-963.00                                | COMPUTER EQUIPMENT               | TKS SECURITY               | REPLACEMENT OF NETWORK SWITCHES AND CAM | 2,446.00  | 90240   |
| 213-351-970.00                                | EQUIPMENT                        | VC3 INC                    | REPAIR OF DAMAGES TO ACO FROM LIGHTING  | 589.25    | 90147   |
| 213-351-970.00                                | EQUIPMENT                        | WOLVERINE POWER SYSTEMS    | LIGHTNING STRIKE DAMAGE TO SHERRIFFS OF | 719.80    | 90246   |
| 213-351-970.00                                | EQUIPMENT                        | WOLVERINE POWER SYSTEMS    | LIGHTNING STRIKE DAMAGE - CONTROL BOAR  | 3,422.03  | 90246   |
| Total For Dept 351 JAIL - CORRECTIONS         |                                  |                            |   | 28,639.92 |         |
| Total For Fund 213 JAIL OPERATIONS FUND       |                                  |                            |   | 36,095.27 |         |
| Fund 216 SEASONAL ROAD PATROL FUND            |                                  |                            |   |           |         |
| Dept 335 SEASONAL ROAD PATROL                 |                                  |                            |   |           |         |
| 216-335-725.08                                | WORKER'S COMP INSURANCE          | MICHIGAN COUNTIES WORKERS  | MCWCF 3RD QUARTER INSTALLMENT 2023      | 2,271.23  | 90212   |
| 216-335-749.00                                | VEHICLE REPAIRS                  | BAYSHORE TIRE & AUTO       | 17-1 TIRE MOUNT                         | 64.00     | 90158   |
| Total For Dept 335 SEASONAL ROAD PATROL       |                                  |                            |   | 2,335.23  |         |
| Total For Fund 216 SEASONAL ROAD PATROL FUND  |                                  |                            |   | 2,335.23  |         |
| Fund 218 MARINE PATROL FUND                   |                                  |                            |   |           |         |
| Dept 000                                      |                                  |                            |   |           |         |
| 218-000-748.00                                | GAS, OIL & GREASE                | CITY OF FRANKFORT          | MARINE FUEL 06092023                    | 4.90      | 90170   |
| Total For Dept 000                            |                                  |                            |   | 4.90      |         |
| Total For Fund 218 MARINE PATROL FUND         |                                  |                            |   | 4.90      |         |
| Fund 228 SOLID WASTE/RECYCLING FUND           |                                  |                            |   |           |         |
| Dept 000                                      |                                  |                            |   |           |         |
| 228-000-717.00                                | MEDICAL/DENTAL/VISION INSURANCE  | BLUE CARE NETWORK          | COVERAGE 7.1.23 TO 7.31.23              | 383.19    | 90258   |
| 228-000-717.00                                | MEDICAL/DENTAL/VISION INSURANCE  | FIDELITY SECURITY LIFE INS | EYE COVERAGE JUNE 2023                  | 4.64      | 90274   |
| 228-000-725.08                                | WORKER'S COMP INSURANCE          | MICHIGAN COUNTIES WORKERS  | MCWCF 3RD QUARTER INSTALLMENT 2023      | 359.48    | 90212   |
| 228-000-850.00                                | TELEPHONE                        | VERIZON WIRELESS           | CELLPHONES MISC GVT CTR JUNE 2023       | 43.52     | 90307   |
| 228-000-900.00                                | PUBLIC RELATIONS-PRINTG/PUBLISHN | THE PIONEER GROUP          | HHW AD                                  | 400.00    | 90237   |
| Total For Dept 000                            |                                  |                            |   | 1,190.83  |         |
| Total For Fund 228 SOLID WASTE/RECYCLING FUND |                                  |                            |   | 1,190.83  |         |
| Fund 232 SHERIFF'S K-9 FUND                   |                                  |                            |   |           |         |
| Dept 000                                      |                                  |                            |   |           |         |
| 232-000-967.00                                | PROJECT EXPENSES                 | AMAZON CAPITAL SERVICES, I | K9 GOLF OUTING SUPPLIES                 | 111.86    | 90251   |
| 232-000-967.00                                | PROJECT EXPENSES                 | DA DESIGNS                 | K9 GOLF OUTING TOWELS AND SIGNS         | 557.10    | 90267   |
| Total For Dept 000                            |                                  |                            |   | 668.96    |         |



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| Fund 232 SHERIFF'S K-9 FUND                |                                  |                            |   |          |         |
| Total For Fund 232 SHERIFF'S K-9 FUND      |                                  |                            |   | 668.96   |         |
| Fund 236 SCHOOL RESOURCE OFFICER           |                                  |                            |   |          |         |
| Dept 000                                   |                                  |                            |   |          |         |
| 236-000-717.00                             | MEDICAL/DENTAL/VISION INSURANCE  | BLUE CARE NETWORK          | COVERAGE 7.1.23 TO 7.31.23              | 2,069.23 | 90258   |
| 236-000-717.00                             | MEDICAL/DENTAL/VISION INSURANCE  | FIDELITY SECURITY LIFE INS | EYE COVERAGE JUNE 2023                  | 24.68    | 90274   |
| 236-000-725.08                             | WORKER'S COMP INSURANCE          | MICHIGAN COUNTIES WORKERS  | MCWCF 3RD QUARTER INSTALLMENT 2023      | 1,261.79 | 90212   |
| 236-000-729.00                             | PHOTOS AND SUPPLIES              | TRAVERSE CITY AREA PUBLIC  | BUSINESS CARDS SRO AND MHO              | 25.00    | 90305   |
| 236-000-748.00                             | GAS, OIL & GREASE                | WEX BANK                   | BCSO FUEL MAY 16 TO JUN 15, 2023        | 50.46    | 90312   |
| 236-000-957.00                             | MISCELLANEOUS                    | VERIZON WIRELESS           | BCSO 0513 TO 06122023 CELL PHONES       | 94.11    | 90308   |
| 236-000-970.00                             | EQUIPMENT                        | ACME SPORTS INC            | 3 SIG SAUER P229-40 SRO, REPLCMT, MHO   | 729.00   | 90149   |
| 236-000-970.00                             | EQUIPMENT                        | ACME SPORTS INC            | 2- SIG SAUER RIFLES - SRO               | 1,718.00 | 90149   |
| 236-000-970.00                             | EQUIPMENT                        | AMAZON CAPITAL SERVICES, I | SRO-MHO EQUIPMENT SPLIT                 | 21.45    | 90251   |
| Total For Dept 000                         |                                  |                            |   | 5,993.72 |         |
| Total For Fund 236 SCHOOL RESOURCE OFFICER |                                  |                            |   | 5,993.72 |         |
| Fund 239 LAND BANK AUTHOITY FUND           |                                  |                            |   |          |         |
| Dept 000                                   |                                  |                            |   |          |         |
| 239-000-967.00                             | PROJECT EXPENSES                 | FISHBECK                   | BC LAND BANK PROJECT                    | 6,002.94 | 90182   |
| Total For Dept 000                         |                                  |                            |   | 6,002.94 |         |
| Total For Fund 239 LAND BANK AUTHOITY FUND |                                  |                            |   | 6,002.94 |         |
| Fund 244 E.D.C. ENTERPRISE FUND            |                                  |                            |   |          |         |
| Dept 000                                   |                                  |                            |   |          |         |
| 244-000-800.00                             | CONTRACTED SERVICES              | MITCHELL SHAPIRO           | MAY 2023 INVOICE FOR SERVICE            | 720.00   | 90293   |
| Total For Dept 000                         |                                  |                            |   | 720.00   |         |
| Total For Fund 244 E.D.C. ENTERPRISE FUND  |                                  |                            |   | 720.00   |         |
| Fund 251 ANIMAL CONTROL FUND               |                                  |                            |   |          |         |
| Dept 265 BUILDING & GROUNDS                |                                  |                            |   |          |         |
| 251-265-782.00                             | MAINTENANCE SUPPLIES             | GLEN LAKE ELECTRIC IN      | ANNUAL INSPECTION FOR GENERATOR         | 225.00   | 90189   |
| 251-265-853.00                             | CELLULAR PHONES                  | AT & T MOBILITY            | CELLPHONES FIRST RESPONDERS             | 262.31   | 90252   |
| 251-265-853.00                             | CELLULAR PHONES                  | VERIZON WIRELESS           | CELLPHONES MISC GVT CTR JUNE 2023       | 88.53    | 90307   |
| 251-265-924.00                             | ELECTRIC-ANIMAL CONTROL 1000 060 | CONSUMERS ENERGY           | 100006081572 ANIMAL CONTROL             | 366.44   | 90173   |
| Total For Dept 265 BUILDING & GROUNDS      |                                  |                            |   | 942.28   |         |
| Dept 430 ANIMAL CONTROL                    |                                  |                            |   |          |         |
| 251-430-717.00                             | MEDICAL/DENTAL/VISION INSURANCE  | BLUE CARE NETWORK          | COVERAGE 7.1.23 TO 7.31.23              | 1,532.76 | 90258   |
| 251-430-717.00                             | MEDICAL/DENTAL/VISION INSURANCE  | FIDELITY SECURITY LIFE INS | EYE COVERAGE JUNE 2023                  | 20.04    | 90274   |
| 251-430-725.08                             | WORKER'S COMP INSURANCE          | MICHIGAN COUNTIES WORKERS  | MCWCF 3RD QUARTER INSTALLMENT 2023      | 315.45   | 90212   |
| 251-430-727.00                             | OFFICE SUPPLIES                  | QUILL CORPORATION          | WALL CALENDAR FOR ANIMAL CONTROL        | 2.42     | 90223   |
| 251-430-835.20                             | LIVESTOCK EXPENSES               | HOLLENBECK, LISA & CHAD    | SPAY/NEUTER DEPOSIT RETURN FOR MIBC-A-2 | 150.00   | 90191   |
| 251-430-835.20                             | LIVESTOCK EXPENSES               | ZUPIN, TERKERYA            | SPAY/NEUTER DEPOSIT RETURN FOR MIBC-A-2 | 200.00   | 90247   |
| 251-430-835.50                             | DISPOSALS & BURIALS              | GFL ENVIRONMENTAL          | 002129320 ANIMAL CONTROL                | 46.04    | 90187   |
| Total For Dept 430 ANIMAL CONTROL          |                                  |                            |   | 2,266.71 |         |
| Total For Fund 251 ANIMAL CONTROL FUND     |                                  |                            |   | 3,208.99 |         |
| Fund 256 REG OF DEEDS AUTOMATION FUND      |                                  |                            |   |          |         |
| Dept 000                                   |                                  |                            |   |          |         |
| 256-000-800.00                             | RECORD CONVERSIONS               | FIDLAR TECHNOLOGIES INC    | DATA CONVERSION-HANDS FREE MICROFILM    | 420.00   | 90275   |



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| Fund 256 REG OF DEEDS AUTOMATION FUND |                                  |   |   |           |         |
| Dept 000                              |                                  |   |   |           |         |
|                                       |                                  | Total For Dept 000                              |   | 420.00    |         |
|                                       |                                  | Total For Fund 256 REG OF DEEDS AUTOMATION FUND |   | 420.00    |         |
| Fund 260 INDIGENT DEFENSE COUNSEL     |                                  |   |   |           |         |
| Dept 000                              |                                  |   |   |           |         |
| 260-000-720.00                        | COUNTY SHARE TO MANISTEE         | MANISTEE COUNTY                                 | 3RD MIDC QUARTERLY PAYMENT JUNE 2023    | 23,164.00 | 90290   |
|                                       |                                  | Total For Dept 000                              |   | 23,164.00 |         |
|                                       |                                  | Total For Fund 260 INDIGENT DEFENSE COUNSEL     |   | 23,164.00 |         |
| Fund 261 911 EMERGENCY SERVICE FUND   |                                  |   |   |           |         |
| Dept 325 DISPATCH/COMMUNICATION       |                                  |   |   |           |         |
| 261-325-717.00                        | MEDICAL/DENTAL/VISION INSURANCE  | BLUE CARE NETWORK                               | COVERAGE 7.1.23 TO 7.31.23              | 5,824.50  | 90258   |
| 261-325-717.00                        | MEDICAL/DENTAL/VISION INSURANCE  | FIDELITY SECURITY LIFE INS                      | EYE COVERAGE JUNE 2023                  | 66.44     | 90274   |
| 261-325-725.08                        | WORKER'S COMP INSURANCE          | MICHIGAN COUNTIES WORKERS                       | MCWCF 3RD QUARTER INSTALLMENT 2023      | 473.30    | 90212   |
| 261-325-727.00                        | OFFICE SUPPLIES                  | AMAZON CAPITAL SERVICES, I                      | RECYCLE BASKETS FOR LEIN PAPERWORK      | 33.38     | 90151   |
| 261-325-727.00                        | OFFICE SUPPLIES                  | AMAZON CAPITAL SERVICES, I                      | GENERAL OFFICE SUPPLIES                 | 25.73     | 90151   |
| 261-325-727.00                        | OFFICE SUPPLIES                  | CARTRIDGE WORLD                                 | LEIN PRINTER TONER CARTRIDGE            | 256.18    | 90164   |
| 261-325-727.00                        | OFFICE SUPPLIES                  | KSS   | PAPER PRODUCTS                          | 8.67      | 90204   |
| 261-325-830.00                        | 911 MAINTENANCE CONTRACT         | WESTTEL INTERNATIONAL, LLC                      | 9-1-1 SOLUTION MONTHLY SERVICE AND MAIN | 938.00    | 90245   |
| 261-325-853.00                        | CELLULAR PHONES                  | AT & T MOBILITY                                 | CELLPHONES FIRST RESPONDERS             | 1,388.30  | 90252   |
| 261-325-853.00                        | CELLULAR PHONES                  | VERIZON WIRELESS                                | CELLPHONES MISC GVT CTR JUNE 2023       | 5.60      | 90307   |
| 261-325-855.00                        | RADIO MAINTENANCE/EQUIPMENT      | EQUATURE  | RECORDER HARDWARE REPLACEMENT DUE TO LI | 1,197.34  | 90179   |
| 261-325-930.00                        | EQUIPMENT REPAIR                 | EQUATURE  | RECORDER HARDWARE REPLACEMENT DUE TO LI | 1,502.66  | 90179   |
| 261-325-954.10                        | RENT                             | GFL ENVIRONMENTAL                               | ACCT # WASTE MANAGEMENT 002126461       | 2.36      | 90186   |
| 261-325-954.10                        | RENT                             | CONSUMERS ENERGY                                | ACCT # 100000514313 JAIL BUILDING ELECT | 58.00     | 90266   |
| 261-325-954.10                        | RENT                             | DTE ENERGY                                      | ACCT # 91002929204 JAIL BUILDING ()05.1 | 16.96     | 90273   |
| 261-325-970.00                        | EQUIPMENT                        | AMAZON CAPITAL SERVICES, I                      | EXTERNAL USB CD DRIVE                   | 36.99     | 90151   |
| 261-325-970.00                        | EQUIPMENT                        | CARTRIDGE WORLD                                 | PRINTER REPLACEMENT AND INK FOR DIRECTC | 559.40    | 90164   |
| 261-325-970.00                        | EQUIPMENT (RENOVATIONS)          | ENVIRONMENT ARCHITECTS                          | PHASE TWO LOWER LEVEL RENOVATION/EXPANS | 13,163.70 | 90178   |
| 261-325-970.00                        | EQUIPMENT                        | GRAND TRAVERSE MOBILE COMM                      | NEW WIRELESS MODEM IN COMM VAN          | 2,508.00  | 90190   |
| 261-325-970.00                        | EQUIPMENT                        | MOTOROLA SOLUTIONS                              | BCSO RADIO CHARGERS AND SPEAKER MICS    | 468.18    | 90216   |
| 261-325-970.00                        | EQUIPMENT                        | WOLVERINE POWER SYSTEMS                         | LIGHTNING STRIKE DAMAGE TO SHERRIFFS OF | 16.67     | 90246   |
| 261-325-970.00                        | EQUIPMENT                        | WOLVERINE POWER SYSTEMS                         | LIGHTNING STRIKE DAMAGE - CONTROL BOAR  | 79.32     | 90246   |
| 261-325-970.00                        | EQUIPMENT                        | VC3 INC   | HARDWARE TOKENS FOR ACCESS DISPATCH     | 272.50    | 90249   |
| 261-325-970.00                        | EQUIPMENT                        | AMAZON CAPITAL SERVICES, I                      | REPLACEMENT MONITOR AND DISPATCH FURNI  | 573.62    | 90251   |
|                                       |                                  | Total For Dept 325 DISPATCH/COMMUNICATION       |   | 29,475.80 |         |
|                                       |                                  | Total For Fund 261 911 EMERGENCY SERVICE FUND   |   | 29,475.80 |         |
| Fund 265 TNT OFFICER MILLAGE FUND     |                                  |   |   |           |         |
| Dept 000                              |                                  |   |   |           |         |
| 265-000-717.00                        | MEDICAL/DENTAL/VISION INSURANCE  | BLUE CARE NETWORK                               | COVERAGE 7.1.23 TO 7.31.23              | 383.19    | 90258   |
| 265-000-717.00                        | MEDICAL/DENTAL/VISION INSURANCE  | FIDELITY SECURITY LIFE INS                      | EYE COVERAGE JUNE 2023                  | 4.64      | 90274   |
| 265-000-853.00                        | CELLULAR PHONES-TNT              | VERIZON WIRELESS                                | BCSO 0513 TO 06122023 CELL PHONES       | 40.60     | 90308   |
|                                       |                                  | Total For Dept 000                              |   | 428.43    |         |
|                                       |                                  | Total For Fund 265 TNT OFFICER MILLAGE FUND     |   | 428.43    |         |
| Fund 285 POINT BETSIE LIGHTHOUSE FUND |                                  |   |   |           |         |
| Dept 808 5.1 M STATE GRANT            |                                  |   |   |           |         |
| 285-808-800.00                        | CONTRACTED SERVICES - ENGINEERIN | BARR ENGINEERING CO.                            | POINT BETSIE SHORELINE PROTECTION SYSTE | 16,511.50 | 90253   |



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INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY  
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| GL Number                                      | Invoice Line Desc                    | Vendor  | Invoice Description | Amount    | Check # |
|--|--------------------------------------|---|---------------------|-----------|---------|
| Fund 285 POINT BETSIE LIGHTHOUSE FUND          |                                      |   |                     |           |         |
| Dept 808 5.1 M STATE GRANT                     |                                      |   |                     |           |         |
|  |                                      | Total For Dept 808 5.1 M STATE GRANT                              |                     | 16,511.50 |         |
|  |                                      | Total For Fund 285 POINT BETSIE LIGHTHOUSE FUND                   |                     | 16,511.50 |         |
| Fund 286 AMERICAN RESCUE PLAN ACT (ARPA) GRANT |                                      |   |                     |           |         |
| Dept 000                                       |                                      |   |                     |           |         |
| 286-000-967.00                                 | PROJECT EXPENSES                     | AMAZON CAPITAL SERVICES, 1CANNON SCANNER - CENTRAL DISPATCH - ARE |                     | 333.77    | 90151   |
| 286-000-967.00                                 | PROJECT EXPENSES                     | AMAZON CAPITAL SERVICES, 1SCANNERS FOR BLDG DEP - ARPA            |                     | 663.60    | 90251   |
|  |                                      | Total For Dept 000  |                     | 997.37    |         |
|  |                                      | Total For Fund 286 AMERICAN RESCUE PLAN ACT (ARPA) GRANT          |                     | 997.37    |         |
| Fund 292 CHILD CARE FUND                       |                                      |   |                     |           |         |
| Dept 000                                       |                                      |   |                     |           |         |
| 292-000-817.00                                 | SUBSTANCE ABUSE COUNSELING           | CATHOLIC HUMAN SERVICES, 1ASSESSMENT FOR FAMILY DIVISION          |                     | 90.00     | 90165   |
| 292-000-826.00                                 | INCENTIVES                           | ROBINSON, KELLIE TRAVEL EXPENSE STATEMENT MAY 2023                |                     | 124.56    | 90226   |
| 292-000-840.70                                 | INSTITUTIONAL ROOM & BOARD           | OTTAWA COUNTY 23 DAYS ROOM & BOARD S GREGARIO JR 5.1              |                     | 5,750.00  | 90298   |
| 292-000-850.00                                 | TELEPHONE                            | ROBINSON, KELLIE TRAVEL EXPENSE STATEMENT MAY 2023                |                     | 50.00     | 90226   |
| 292-000-860.00                                 | TRAVEL/GAS CARDS                     | ROBINSON, KELLIE TRAVEL EXPENSE STATEMENT MAY 2023                |                     | 179.53    | 90226   |
| 292-000-860.00                                 | TRAVEL/GAS CARDS                     | BENZIE TRANSPORTATION AUTH BUS PASSES FAMILY COURT                |                     | 315.00    | 90256   |
|  |                                      | Total For Dept 000  |                     | 6,509.09  |         |
|  |                                      | Total For Fund 292 CHILD CARE FUND                                |                     | 6,509.09  |         |
| Fund 293 VETERAN'S RELIEF FUND                 |                                      |   |                     |           |         |
| Dept 000                                       |                                      |   |                     |           |         |
| 293-000-717.00                                 | MEDICAL/DENTAL/VISION INSURANCE      | FIDELITY SECURITY LIFE INSURANCE EYE COVERAGE JUNE 2023           |                     | 18.56     | 90274   |
| 293-000-721.00                                 | PER DIEM-VETERAN'S AFFAIRS COMMITTEE | BAILEY, LAWRENCE VETERANS AFFAIRS COMMITTEE MEETING               |                     | 40.00     | 90154   |
| 293-000-721.00                                 | PER DIEM-VETERAN'S AFFAIRS COMMITTEE | BURCH, TYSON VETERANS AFFAIRS MEETING 06/12/2023                  |                     | 40.00     | 90162   |
| 293-000-721.00                                 | PER DIEM-VETERAN'S AFFAIRS COMMITTEE | FENDER, GARY VETERANS AFFAIRS COMMITTEE MEETING 06/1              |                     | 40.00     | 90181   |
| 293-000-721.00                                 | PER DIEM-VETERAN'S AFFAIRS COMMITTEE | GIDDIS, KIRT VETERANS AFFAIRS COMMITTEE MEETING 06/1              |                     | 40.00     | 90188   |
| 293-000-721.00                                 | PER DIEM-VETERAN'S AFFAIRS COMMITTEE | KOWALSKI, ED VETERANS AFFAIRS COMMITTEE MEETING 06/1              |                     | 40.00     | 90203   |
| 293-000-721.00                                 | PER DIEM-VA PER DIEM                 | SCHAEFFER, DONALD E. PER DIEM & TRAVEL FOR VETERANS MEETING       |                     | 40.00     | 90228   |
| 293-000-725.08                                 | WORKER'S COMP INSURANCE              | MICHIGAN COUNTIES WORKERS MCWCF 3RD QUARTER INSTALLMENT 2023      |                     | 126.18    | 90212   |
| 293-000-860.00                                 | TRAVE-VETERAN'S AFFAIRS COMMITTEE    | BAILEY, LAWRENCE VETERANS AFFAIRS COMMITTEE MEETING               |                     | 2.41      | 90154   |
| 293-000-860.00                                 | TRAVE-VETERAN'S AFFAIRS COMMITTEE    | BURCH, TYSON VETERANS AFFAIRS MEETING 06/12/2023                  |                     | 22.14     | 90162   |
| 293-000-860.00                                 | TRAVEL-VETERAN'S AFFAIRS             | FENDER, GARY VETERANS AFFAIRS COMMITTEE MEETING 06/1              |                     | 7.86      | 90181   |
| 293-000-860.00                                 | TRAVE-VETERAN'S AFFAIRS COMMITTEE    | GIDDIS, KIRT VETERANS AFFAIRS COMMITTEE MEETING 06/1              |                     | 20.83     | 90188   |
| 293-000-860.00                                 | TRAVE-VETERAN'S AFFAIRS COMMITTEE    | KOWALSKI, ED VETERANS AFFAIRS COMMITTEE MEETING 06/1              |                     | 3.93      | 90203   |
| 293-000-860.00                                 | TRAVEL                               | ROELOFS, ROBERT VETERANS AFFAIRS MEETING 06/12/2023               |                     | 27.51     | 90227   |
| 293-000-860.00                                 | TRAVEL-VA MILEAGE                    | SCHAEFFER, DONALD E. PER DIEM & TRAVEL FOR VETERANS MEETING       |                     | 2.88      | 90228   |
| 293-000-900.00                                 | PRINTING & PUBLISHING                | THE PIONEER GROUP VETERANS AFFAIR ADVERTISING MAY 2023            |                     | 300.00    | 90237   |
| 293-000-970.00                                 | EQUIPMENT - VEHICLE                  | AMAZON CAPITAL SERVICES, 1SAMSON RS115A SPEAKER                   |                     | 199.90    | 90151   |
| 293-000-970.00                                 | EQUIPMENT                            | AMAZON CAPITAL SERVICES, 1AUDIO CABLE VETERANS AFFAIRS FCXC       |                     | 30.00     | 90151   |
|  |                                      | Total For Dept 000  |                     | 1,002.20  |         |
|  |                                      | Total For Fund 293 VETERAN'S RELIEF FUND                          |                     | 1,002.20  |         |
| Fund 401 CAPITAL IMPROVEMENT FUND              |                                      |   |                     |           |         |
| Dept 000                                       |                                      |   |                     |           |         |
| 401-000-967.00                                 | PROJECT EXPENSES                     | ENVIRONMENT ARCHITECTS PHASE TWO LOWER LEVEL RENOVATION/EXPANSION |                     | 30,715.30 | 90178   |
| 401-000-967.00                                 | PROJECT EXPENSES                     | VC3 INC MICROSOFT OFFICE AND AUTH TOKENS                          |                     | 4,495.25  | 90249   |
|  |                                      | Total For Dept 000  |                     | 35,210.55 |         |



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| GL Number                                 | Invoice Line Desc                | Vendor  | Invoice Description                                 | Amount    | Check # |
|---|----------------------------------|---|---|-----------|---------|
| Fund 401 CAPITAL IMPROVEMENT FUND         |                                  |   |   |           |         |
| Dept 901 911/EOC JAIL LOWER LEVEL PROJECT |                                  |   |   |           |         |
| 401-901-967.00                            | PROJECT EXPENSES                 | NORTHERN DISPOSAL, INC.                               | 20 YRD DUMPSTER 7 DAY RENTAL DISPATCH E             | 675.00    | 90295   |
|   |                                  |   | Total For Dept 901 911/EOC JAIL LOWER LEVEL PROJECT | 675.00    |         |
|   |                                  |   | Total For Fund 401 CAPITAL IMPROVEMENT FUND         | 35,885.55 |         |
| Fund 516 DELINQUENT TAX REVOLVING FUND    |                                  |   |   |           |         |
| Dept 000                                  |                                  |   |   |           |         |
| 516-000-689.00                            | CASH OVER/SHORT                  | UNISOURCE NATIONAL LENDER                             | OVERPAID ON DLQ TAXES FOR 01-507-011-10             | 1,894.59  | 90306   |
|   |                                  |   | Total For Dept 000                                  | 1,894.59  |         |
|   |                                  |   | Total For Fund 516 DELINQUENT TAX REVOLVING FUND    | 1,894.59  |         |
| Fund 532 TAX FORECLOSURE FUND             |                                  |   |   |           |         |
| Dept 253 COUNTY TREASURER                 |                                  |   |   |           |         |
| 532-253-801.00                            | CONTRACTED SERVICES              | TITLE CHECK LLC                                       | JUNE INSTALLMENT 2021 TAX FORFEITURE CY             | 580.67    | 90303   |
| 532-253-810.00                            | LEGAL FEES                       | LUCAS V. MIDDLETON                                    | ATTORNEY SERVICES                                   | 2,000.00  | 90289   |
|   |                                  |   | Total For Dept 253 COUNTY TREASURER                 | 2,580.67  |         |
|   |                                  |   | Total For Fund 532 TAX FORECLOSURE FUND             | 2,580.67  |         |
| Fund 701 GENERAL AGENCY FUND              |                                  |   |   |           |         |
| Dept 215 COUNTY CLERK                     |                                  |   |   |           |         |
| 701-215-222.01                            | DUE COUNTY - CDBG CO ADMIN FEE ( | BENZIE COUNTY REGISTER OF DISCHARGE OF LIEN C JOHNSON |   | 30.00     | 90254   |
| 701-215-228.16                            | DUE STATE - PISTOL PERMITS       | MICHIGAN STATE POLICE - C/ CPL FEES TO MSP MAY 2023   |   | 1,436.00  | 90213   |
| 701-215-265.00                            | CASH BONDS PAYABLE               | BENZIE COUNTY CLERK                                   | BOND APPLIED: RONALD MILLER                         | 200.00    | 90160   |
| 701-215-271.00                            | RESTITUTIONS PAYABLE             | JANET POMERLEAU                                       | RESTITUTION-CIRUIT LUCAS BRIGHT 11-2233             | 20.00     | 90196   |
| 701-215-271.00                            | RESTITUTIONS PAYABLE             | STEFAN GRAVIS   | RESTITUTION RE: 2017-2534-FH                        | 25.00     | 90234   |
| 701-215-271.00                            | RESTITUTIONS PAYABLE             | JANET POMERLEAU                                       | RESTITUTION-CIRUIT LUCAS BRIGHT 11-2233             | 20.00     | 90284   |
| 701-215-271.00                            | RESTITUTIONS PAYABLE             | STEFAN GRAVIS   | RESTITUTION B PIPER 17-2534-FH                      | 25.00     | 90302   |
| 701-215-271.10                            | FAMILY DIVISION RESTITUTIONS     | RYAN STRAIT   | RESTITUTION N HIGGINS 22-3229-DL                    | 200.00    | 90299   |
| 701-215-271.10                            | FAMILY DIVISION RESTITUTIONS     | VILLAGE OF BEULAH                                     | RESTITUTION C VOLAS 22-3208-DL                      | 40.00     | 90309   |
| 701-215-271.10                            | FAMILY DIVISION RESTITUTIONS     | VILLAGE OF BEULAH                                     | RESTITUTION C VOLAS 22-3208-DL                      | 7.50      | 90309   |
|   |                                  |   | Total For Dept 215 COUNTY CLERK                     | 2,003.50  |         |
| Dept 253 COUNTY TREASURER                 |                                  |   |   |           |         |
| 701-253-226.07                            | DUE HOMESTEAD TOWNSHIP           | HOMESTEAD TOWNSHIP                                    | DPPT STC TAXABLE VALUE CHANGE 21/22                 | 2,690.91  | 90279   |
| 701-253-226.08                            | DUE INLAND TOWNSHIP              | INLAND TOWNSHIP TREASURER                             | CHARGEBACKS OWED TO TOWNSHIP                        | 12.25     | 90282   |
| 701-253-274.19                            | APPEALS/CHARGEBACKS/REFUNDS      | WILSON, PATRICK AND RACHAE                            | PRE ADJS 2022 01-508-007-00,01-508-008-             | 2,282.03  | 90313   |
| 701-253-275.00                            | TAX OVERPAYMENTS/REFUNDS         | BLUE CROSS BLUE SHIELD OF                             | AMBULANCE REFUND- JENNIFER SHEPHERD                 | 1,053.01  | 90259   |
|   |                                  |   | Total For Dept 253 COUNTY TREASURER                 | 6,038.20  |         |
| Dept 286 DISTRICT COURT                   |                                  |   |   |           |         |
| 701-286-265.00                            | CASH BONDS PAYABLE 20-285-ST-2 A | 85TH DISTRICT COURT                                   | FUNDS APPLIED TO FINES & BOND FORFEITEI             | 1,000.00  | 90148   |
| 701-286-265.00                            | CASH BONDS PAYABLE 23-153SD-2 S  | 85TH DISTRICT COURT                                   | BOND COSTS/APPLIED TO FINES/BOND FORFEI             | 1,150.00  | 90148   |
| 701-286-265.00                            | CASH BOND PAYABLE 22-190-SI-2 D  | 85TH DISTRICT COURT                                   | BOND APPLIED TO FINES                               | 120.00    | 90148   |
| 701-286-265.00                            | CASH BONDS PAYABLE 18-299-ST-2 B | BRADLY RYAN JACOBS                                    | BOND VOUCHER  | 1,000.00  | 90161   |
| 701-286-265.00                            | CASH BONDS PAYABLE 22-190-SI-2   | DANIEL LEWIS STREHLKE                                 | CASH BONDS PAYABLE                                  | 10.00     | 90176   |
| 701-286-265.00                            | CASH BONDS PAYABLE               | JOSEPH CHARLES KORZENIEWSK                            | CASH BONDS PAYABLE                                  | 150.00    | 90200   |
| 701-286-265.00                            | CASH BONDS PAYABLE               | 85TH DISTRICT COURT                                   | BONDS APPLIED TO FINES P SISCO                      | 100.00    | 90250   |
| 701-286-271.00                            | RESTITUTIONS PAYABLE- STEVEN PEL | AUTO-OWNERS INSURANCE                                 | RESTITUTION PAYABLE- STEVEN PELL                    | 37.50     | 90153   |
| 701-286-271.00                            | RESTITUTIONS PAYABLE 23-115-FY   | BALLARD, JOHN   | RESTITUTION PAYABLE FROM PAUL DUMAN                 | 12.50     | 90155   |
| 701-286-271.00                            | RESTITUTIONS PAYABLE CASE #13-24 | JEREDITH TIMMER                                       | RESTITUTION PAYABLE #52742 PAYMENT FROM             | 10.00     | 90197   |
| 701-286-271.00                            | RESTITUTIONS PAYABLE             | KURT KIDDER   | RESTITUTION PAYABLE- PAYMENT FROM LORIE             | 55.00     | 90205   |



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| GL Number                              | Invoice Line Desc                | Vendor                    | Invoice Description                     | Amount    | Check # |
|--|----------------------------------|---------------------------|---|-----------|---------|
| Fund 701 GENERAL AGENCY FUND           |                                  |                           |   |           |         |
| Dept 286 DISTRICT COURT                |                                  |                           |   |           |         |
| 701-286-271.00                         | RESTITUTIONS PAYABLE- CASE # 21- | LATITUDE SUBROGATION SERV | RESTITUTION PAYABLE FROM LORIE PRIEST   | 50.00     | 90206   |
| 701-286-271.00                         | RESTITUTIONS PAYABLE CASE #13-05 | OLGA HORN                 | RESTITUTION PAYMENT FROM DAVID ALBRIGHT | 500.00    | 90220   |
| 701-286-271.00                         | RESTITUTIONS PAYABLE CASE #23-05 | QUENTIN KORSON            | RESTITUTION PAYABLE FROM ALEXIS THOMAS  | 180.00    | 90222   |
| 701-286-271.00                         | RESTITUTIONS PAYABLE             | THOMAS STOLTMAN           | RESTITUTION PAYABLE FROM STEVEN PELL C  | 37.50     | 90238   |
| 701-286-275.00                         | REFUNDS                          | BENZIE COUNTY SHERIFF OFF | REFUND CC 23-187-SI-2                   | 12.50     | 90255   |
| Total For Dept 286 DISTRICT COURT      |                                  |                           |   | 4,425.00  |         |
| Dept 301 SHERIFF                       |                                  |                           |   |           |         |
| 701-301-228.16                         | DUE STATE - FINGER PRINT FEES    | MICHIGAN STATE POLICE - C | MAY 2023 LIVESCAN INVOICE               | 597.50    | 90213   |
| 701-301-228.63                         | DUE STATE - SEX OFFENDER'S REG.  | MICHIGAN STATE POLICE - C | SOR FEES - MAY 2023                     | 210.00    | 90213   |
| Total For Dept 301 SHERIFF             |                                  |                           |   | 807.50    |         |
| Total For Fund 701 GENERAL AGENCY FUND |                                  |                           |   | 13,274.20 |         |



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| GL Number | Invoice Line Desc | Vendor | Invoice Description | Amount | Check # |
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Fund Totals:

|                          |            |
|--------------------------|------------|
| Fund 101 GENERAL FUND    | 113,336.04 |
| Fund 210 AMBULANCE FUND  | 34,776.29  |
| Fund 213 JAIL OPERATIONS | 36,095.27  |
| Fund 216 SEASONAL ROAD I | 2,335.23   |
| Fund 218 MARINE PATROL I | 4.90       |
| Fund 228 SOLID WASTE/REC | 1,190.83   |
| Fund 232 SHERIFF'S K-9 I | 668.96     |
| Fund 236 SCHOOL RESOURC  | 5,993.72   |
| Fund 239 LAND BANK AUTH  | 6,002.94   |
| Fund 244 E.D.C. ENTERPR  | 720.00     |
| Fund 251 ANIMAL CONTROL  | 3,208.99   |
| Fund 256 REG OF DEEDS A  | 420.00     |
| Fund 260 INDIGENT DEFEN  | 23,164.00  |
| Fund 261 911 EMERGENCY S | 29,475.80  |
| Fund 265 TNT OFFICER MII | 428.43     |
| Fund 285 POINT BETSIE L  | 16,511.50  |
| Fund 286 AMERICAN RESCU  | 997.37     |
| Fund 292 CHILD CARE FUNI | 6,509.09   |
| Fund 293 VETERAN'S RELIE | 1,002.20   |
| Fund 401 CAPITAL IMPROVI | 35,885.55  |
| Fund 516 DELINQUENT TAX  | 1,894.59   |
| Fund 532 TAX FORECLOSURE | 2,580.67   |
| Fund 701 GENERAL AGENCY  | 13,274.20  |

|                      |            |
|----------------------|------------|
| Total For All Funds: | 336,476.57 |
|----------------------|------------|



**Payable June 09, to June 22, 2023**

| DATE          | FUND 101<br>GENERAL  | FUND 213<br>JAIL    | FUND 210<br>EMS     | FUND<br>105-238     | FUND 251<br>ACO    | FUND 249<br>BUILDING | FUND 261<br>DISPATCH | FUND<br>239-292     | FUND<br>293-690     | FUND 701<br>TRUST/<br>AGENCY | FUND<br>702-771 | TOTALS               |
|---------------|----------------------|---------------------|---------------------|---------------------|--------------------|----------------------|----------------------|---------------------|---------------------|------------------------------|-----------------|----------------------|
| 6/15/2023     | \$ 48,918.30         | \$ 19,000.00        | \$ 12,939.67        | \$ 6,808.40         | \$ 1,305.35        |                      | \$ 21,269.88         | \$ 6,780.80         | \$ 31,698.94        | \$ 6,801.00                  |                 | \$ 155,522.34        |
| 6/22/2023     | \$ 64,417.74         | \$ 17,095.27        | \$ 21,836.62        | \$ 3,385.24         | \$ 1,903.64        |                      | \$ 8,205.92          | \$ 47,972.53        | \$ 9,664.07         | \$ 6,473.20                  |                 | \$ 180,954.23        |
|               |                      |                     |                     |                     |                    |                      |                      |                     |                     |                              |                 | \$ -                 |
|               |                      |                     |                     |                     |                    |                      |                      |                     |                     |                              |                 | \$ -                 |
|               |                      |                     |                     |                     |                    |                      |                      |                     |                     |                              |                 | \$ -                 |
|               |                      |                     |                     |                     |                    |                      |                      |                     |                     |                              |                 | \$ -                 |
|               |                      |                     |                     |                     |                    |                      |                      |                     |                     |                              |                 | \$ -                 |
|               |                      |                     |                     |                     |                    |                      |                      |                     |                     |                              |                 | \$ -                 |
|               |                      |                     |                     |                     |                    |                      |                      |                     |                     |                              |                 | \$ -                 |
|               |                      |                     |                     |                     |                    |                      |                      |                     |                     |                              |                 | \$ -                 |
|               |                      |                     |                     |                     |                    |                      |                      |                     |                     |                              |                 | \$ -                 |
|               |                      |                     |                     |                     |                    |                      |                      |                     |                     |                              |                 | \$ -                 |
|               |                      |                     |                     |                     |                    |                      |                      |                     |                     |                              |                 | \$ -                 |
|               |                      |                     |                     |                     |                    |                      |                      |                     |                     |                              |                 | \$ -                 |
|               |                      |                     |                     |                     |                    |                      |                      |                     |                     |                              |                 | \$ -                 |
|               |                      |                     |                     |                     |                    |                      |                      |                     |                     |                              |                 | \$ -                 |
|               |                      |                     |                     |                     |                    |                      |                      |                     |                     |                              |                 | \$ -                 |
|               |                      |                     |                     |                     |                    |                      |                      |                     |                     |                              |                 | \$ -                 |
| <b>Totals</b> | <b>\$ 113,336.04</b> | <b>\$ 36,095.27</b> | <b>\$ 34,776.29</b> | <b>\$ 10,193.64</b> | <b>\$ 3,208.99</b> | <b>\$ -</b>          | <b>\$ 29,475.80</b>  | <b>\$ 54,753.33</b> | <b>\$ 41,363.01</b> | <b>\$ 13,274.20</b>          | <b>\$ -</b>     | <b>\$ 336,476.57</b> |

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-BVTC  
232-Planning/Zoning  
235-CBDG  
238-EDC  
245-Re monumentation  
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



## **BILLS TO BE APPROVED October 25th**

Motion to approve Vouchers in the amount of:

\$ 113,336.04 General Fund (101)

\$ 36,095.27 Jail Fund (213)

\$ 34,776.29 Ambulance Fund & ALS (210)

\$ 10,193.64 Funds 105-238

\$ 3,208.99 ACO Fund (251)

\$ - Building (249)

\$ 29,475.80 Dispatch 911 Fund (261)

\$ 54,753.33 Funds 239-292

\$ 41,363.01 Funds 293-640

\$ 13,274.20 701 Fund

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

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\$ 336,476.57



# Elected Officials And Department Heads

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**BENZIE**

SENIOR RESOURCES

Be connected. Be supported. Be home.

**BENZIE SENIOR RESOURCES  
BOARD OF DIRECTORS MEETING**

**JUNE 21, 2023**

**4:30 P.M.**

**The Gathering Place Senior Center & Conference Call-In**

**Agenda**

**Conference Call-In Information**

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

Call to Order

Pledge of Allegiance

Roll Call

Approval of the June 21, 2023 Agenda

Approval of Minutes from the previous meeting of April 19, 2023 (No minutes from the cancelled May 17, 2023 Meeting)

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

**Information Items**

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

**Action Items**

- 1. Finance Committee Report on the April & May 2023 Financials with Board Approval of the April 2023 & May 2023 Financial Reports
- 2. Removal of Dawn Bousamra as a BSR Check Signer from State Savings Bank
- 3. Approval to write a letter of support for the Thompsonville Area Revitalization Project's application for a DNR Spark Grant
- 4. Approval to write a letter of support for the Village of Benzonia's application for funding through the Michigan Department of Natural Resources Sparks Grant to support the "Academy Park – 4 Season Park Renovations"

**New Business**

- 1. Distribute WAT yard signs and posters to BoD Members
- 2. Distribute WAT Sponsor List to BoD Members

**Old Business**

- 1.

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

**Adjournment – Board Approval**

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

**NEXT MEETING** – July 19, 2023 @ 4:30 pm at The Gathering Place Senior Center, 10579 Main St., Honor



Benzie Senior Resources  
Executive Directors Report  
May 2023 – June 2023

**Items of Information**

- I have been busy planning for the Walk-a-Thon Event scheduled for Saturday, August 5<sup>th</sup> at 7th Street Park in Frankfort. We have a dedicated new committee in place to help increase participation in the event.
- After a search for a new Fund Development Director, I am happy to fill that position with Kelly Ottinger. Kelly is no stranger to the community and came out of semi-retirement to take this position with BSR. This is an exciting addition to BSR! I will be dedicating hours to orientate Kelly to BSR programs/services in order for Kelly to start outlining a new fund development, media and market plan for BSR.
- I am starting to work on a draft of the FY'2024 budget. With the continued rising costs that affect several of our core programs/services, this could potentially be a challenging process to go through.
- The Home Healthcare Director, Terri and I will be working to create a new Home Care Assistant Guide for our Home Healthcare staff.
- With the Oleson Foundation grant award of \$10,000 and with the support from the Grand Traverse Band of Ottawa and Chippewa Indians, Benzie County Community Chest, Cherryland Electric Cares and numerous donations, we are now able to order our new HDM Delivery vehicle.
- Next up is to start to review and if necessary, update BSR policies and procedures with the Personnel/Program Committee. This will also include implementing the Home Care Policies and Guidelines.

**Staffing Updates**

- We have placed an ad for another Homemaker contractor. The need for seniors requesting Homemaking services continues to outpace the availability of our current contracted homemakers. We are also advertising the need for a part-time home healthcare aide. Request for services exceeds our current number of HHA staff available.

**Volunteer Report**

- Actively advertising for additional HDM volunteers with articles in the Betsie Current and Record Patriot, BSR webpage, and Facebook.

**Legislative News**

**Federal** – On June 3, 2023, President Biden signed into law H.R. 3746, the Fiscal Responsibility Act of 2023, a bipartisan deal negotiated by him and Speaker of the House McCarthy.

This legislation provides the framework for the appropriations process, where the House and Senate will decide how to allocate federal funds to non-defense discretionary programs, like the Older Americans Act (OAA) for Fiscal Year (FY) 2024 that begins on October 1, 2023.

I will be advocating to both Senators Stabenow and Peters along with Representative Bergman to support and increase funding for the Older Americans Act (OAA) Nutrition Programs. I also will follow the recommendations from Meals on Wheels America and the National Association of Nutrition and Aging Service Programs to urge more funding to address the increasing demand for nutrition services and higher operating costs. We must urge Congress to honor their commitment to funding senior nutrition programs.



**State** – I have provided information regarding the challenges of providing services in a rural community. This information will be used as part of a group testimony to the State legislature.

## **Program Report for May 2023**

### **Nutritional Programs**

#### **Home Delivered Meals**

A total of 6,097 meals were provided to 193 clients in May 2023. The number of meals delivered also includes 49 shelf stable meals for new clients. This is a 5.7% increase over May 2022.

#### **Congregate Meals**

In May 2023, we provided 1,678 congregate and takeout meals. This represents a 26.3% increase as compared to May 2022.

***Year to date we have provided/delivered 59,014 meals. Overall, we are up by 5 meals as compared to the same period a year ago.***

### **Other Programs**

**Homemaker Program** – In May 2023, we provided 324 service hours to 104 clients. This is a 9.5% increase over May 2022. The waiting list is currently 11.

**Guardian Medical Monitoring** – Currently we are paying for thirty-eight clients in May 2023 and we have no one on the waiting list.

**Snow Removal** – Contractors turned in 65 vouchers for reimbursement for snow plowing from earlier this year. For the season, our contractors provided 1397 plows for 167 clients this season. This is the highest number of snowplows BSR has ever provided.

**Lawn Chore** – Contractors turned in 147 vouchers related to lawn mowing in May 2023. To date 65 clients have signed up.

**Benzie Bus Senior Rides** – In May 2023, we paid for 2,205 regular senior rides in Benzie County; paid for 313 rides for regular in county medical appointments; 34 rides for the Healthrides for out of county appointments and 29 rides into Traverse City. This is a 75% increase as compared to May 2022. Six new riders signed up in May 2023.

**Information & Assistance** - The agency handled 986 calls in May 2023 regarding Information and Assistance for services and questions related to older adults.

**Senior Oral Healthcare Program** – We provided financial assistance to two clients during the month of May 2023.

**Medicare/MMAF's** – Our certified MMAF's counselor assisted ten clients in May 2023 with their Medicare/Medicaid questions/concerns at no cost to them.

**Foot Care** – Six clients received in-home foot care and seventy-nine clients attended 2-foot care clinic locations in May 2023.

**Hearing Clinic** – One individual was assisted by Higgins Hearing at the BSR hearing clinic in May 2023.



**Estate Planning** – Five individuals received services in May 2023 at no cost to them.

**Emergency Senior Essential Needs Fund** – BSR assisted three clients for financial assistance in May 2023. Financial support was used for past due utilities bills and batteries for an electric mobility scooter.

**The Gathering Place Senior Center** – The Gathering Place Senior Center offered 23 core activities that 876-cumulative number of individuals participated in in May 2023. New in May was the offering of Carriage rides from 2 Fools Carriage and we had 2-day trips in May. **This is a 55.6% increase over May 2022.**

**In-Home Care Services for May 2023** – In May 2023, we hit yearly highs for number of clients, hours, and visits for this current year. In fact, this is the highest number of clients we are seeing through the home healthcare program since the formation of BSR in October 2016!

#### Number of Home Health Care Clients

| Month          | Medicaid Waiver<br>Care Management<br>PACENorth | Sliding Scale Fee | Private Pay | Total<br>Clients |
|----------------|---|-------------------|-------------|------------------|
| October 2022   | 26  | 61                | 3           | 90               |
| November 2022  | 27  | 66                | 3           | 96               |
| December 2022  | 25  | 70                | 3           | 98               |
| January 2023   | 26  | 72                | 3           | 101              |
| February 2023  | 25  | 68                | 3           | 96               |
| March 2023     | 24  | 74                | 2           | 100              |
| April 2023     | 28  | 70                | 2           | 100              |
| May 2023       | 27  | 77                | 1           | 105              |
| June 2023      |   |                   |             |                  |
| July 2023      |   |                   |             |                  |
| August 2023    |   |                   |             |                  |
| September 2023 |   |                   |             |                  |

#### Client Total Hours

| Month          | Medicaid Waiver<br>Care Management<br>PACENorth | Sliding Scale<br>Fee | Private Pay  | Assessments<br>And Wound<br>Care | Total<br>Hours |
|----------------|---|----------------------|--------------|----------------------------------|----------------|
| October 2022   | 409   | 459.5                | 9.25         | 61                               | 938.75         |
| November 2022  | 410.25  | 472.25               | 20           | 49                               | 951.5          |
| December 2022  | 367.25  | 525.5                | 11.25        | 25                               | 929            |
| January 2023   | 325.5   | 541.5                | 17.5         | 38                               | 922.5          |
| February 2023  | 320   | 449                  | 7.5          | 80                               | 856.5          |
| March 2023     | 395   | 532.5                | 7.75         | 76                               | 1011.25        |
| April 2023     | 321.25  | 469.5                | 9.5          | 74                               | 874.25         |
| May 2023       | 414   | 578                  | 9            | 75                               | 1076           |
| June 2023      |   |                      |              |                                  |                |
| July 2023      |   |                      |              |                                  |                |
| August 2023    |   |                      |              |                                  |                |
| September 2023 |   |                      |              |                                  |                |
| <b>TOTALS</b>  | <b>2962.25</b>                                  | <b>4027.75</b>       | <b>91.75</b> | <b>478</b>                       | <b>7559.75</b> |

#### Client Total Visits

|               | RN<br>Assessments | RN Med<br>Management | Personal<br>Care | Respite | Homemaking | In home<br>Foot Care/<br>Wound care | Totals |
|---------------|-------------------|----------------------|------------------|---------|------------|-------------------------------------|--------|
| October 2022  | 61                | 50                   | 366              | 13      | 27         | 12                                  | 529    |
| November 2022 | 49                | 51                   | 368              | 7       | 37         | 8                                   | 520    |



|                |            |            |             |           |            |           |             |
|----------------|------------|------------|-------------|-----------|------------|-----------|-------------|
| December 2022  | 25         | 55         | 365         | 3         | 43         | 3         | 494         |
| January 2023   | 38         | 53         | 367         | 5         | 39         | 1         | 503         |
| February 2023  | 80         | 41         | 320         | 9         | 32         | 8         | 490         |
| March 2023     | 76         | 45         | 423         | 3         | 25         | 6         | 578         |
| April 2023     | 74         | 41         | 372         | 5         | 14         | 2         | 508         |
| May 2023       | 75         | 46         | 472         | 5         | 17         | 6         | 621         |
| June 2023      |            |            |             |           |            |           |             |
| July 2023      |            |            |             |           |            |           |             |
| August 2023    |            |            |             |           |            |           |             |
| September 2023 |            |            |             |           |            |           |             |
| <b>Totals</b>  | <b>478</b> | <b>382</b> | <b>3053</b> | <b>50</b> | <b>234</b> | <b>46</b> | <b>4243</b> |



**BENZIE SENIOR RESOURCES**  
**Statement of Financial Position**  
**As of May 31, 2023**

|   | <b>May 31, 23</b>   | <b>Sep 30, 22</b>   | <b>\$ Change</b>   |
|---|---------------------|---------------------|--------------------|
| <b>ASSETS</b>                           |                     |                     |                    |
| <b>Current Assets</b>                   |                     |                     |                    |
| <b>Checking/Savings</b>                 |                     |                     |                    |
| 001 · STATE SAVINGS BANK CHECKING       | 119,481.40          | 165,669.05          | (46,187.65)        |
| 003 · STATE SAVINGS BANK HRA            | 544.90              | 1,871.09            | (1,326.19)         |
| 011 · AMERICAN DEPOSIT MANAGEMENT       | 115,379.83          | 57,477.18           | 57,902.65          |
| 011.3 · BOARD DESIGNATED OP RESERV FUND | 565,700.00          | 470,350.00          | 95,350.00          |
| <b>Total Checking/Savings</b>           | <b>801,106.13</b>   | <b>695,367.32</b>   | <b>105,738.81</b>  |
| <b>Accounts Receivable</b>              |                     |                     |                    |
| 1200 · Accounts Receivable              | 19,521.49           | 37,809.99           | (18,288.50)        |
| <b>Total Accounts Receivable</b>        | <b>19,521.49</b>    | <b>37,809.99</b>    | <b>(18,288.50)</b> |
| <b>Other Current Assets</b>             |                     |                     |                    |
| 109 · INVENTORY                         | 14,605.19           | 12,432.04           | 2,173.15           |
| 125 · PREPAID EXPENSE                   | 0.00                | 5,451.42            | (5,451.42)         |
| 1499 · Undeposited Funds                | 49,864.66           | 114,897.12          | (65,032.46)        |
| <b>Total Other Current Assets</b>       | <b>64,469.85</b>    | <b>132,780.58</b>   | <b>(68,310.73)</b> |
| <b>Total Current Assets</b>             | <b>885,097.47</b>   | <b>865,957.89</b>   | <b>19,139.58</b>   |
| <b>Fixed Assets</b>                     |                     |                     |                    |
| 150 · BUILDING                          | 480,375.70          | 480,375.70          | 0.00               |
| 151 · VEHICLES                          | 173,363.00          | 173,363.00          | 0.00               |
| 152 · EQUIPMENT                         | 165,017.48          | 152,634.03          | 12,383.45          |
| 157 · LAND IMPROVEMENTS                 | 1,800.00            | 1,800.00            | 0.00               |
| 160 · ACCUMULATED DEPRECIATION          | (463,616.09)        | (436,425.05)        | (27,191.04)        |
| <b>Total Fixed Assets</b>               | <b>356,940.09</b>   | <b>371,747.68</b>   | <b>(14,807.59)</b> |
| <b>TOTAL ASSETS</b>                     | <b>1,242,037.56</b> | <b>1,237,705.57</b> | <b>4,331.99</b>    |
| <b>LIABILITIES &amp; EQUITY</b>         |                     |                     |                    |
| <b>Liabilities</b>                      |                     |                     |                    |
| <b>Current Liabilities</b>              |                     |                     |                    |
| <b>Accounts Payable</b>                 |                     |                     |                    |
| 2000 · Accounts Payable                 | 37,579.01           | 35,699.82           | 1,879.19           |
| <b>Total Accounts Payable</b>           | <b>37,579.01</b>    | <b>35,699.82</b>    | <b>1,879.19</b>    |
| <b>Other Current Liabilities</b>        |                     |                     |                    |
| 2100 · Payroll Liabilities              | 3,773.01            | 7,478.21            | (3,705.20)         |
| 220 · ACCRUED VACATION LIABILITY        | 0.00                | 53,721.86           | (53,721.86)        |
| 223 · JOHN HANCOCK PAYABLE              | 1,753.01            | 0.00                | 1,753.01           |
| 232 · AFLAC PAYABLE                     | 948.84              | 0.00                | 948.84             |
| 239 · ACCRUED WAGES                     | 0.00                | 37,818.32           | (37,818.32)        |
| <b>Total Other Current Liabilities</b>  | <b>6,474.86</b>     | <b>99,018.39</b>    | <b>(92,543.53)</b> |
| <b>Total Current Liabilities</b>        | <b>44,053.87</b>    | <b>134,718.21</b>   | <b>(90,664.34)</b> |
| <b>Long Term Liabilities</b>            |                     |                     |                    |
| 250 · MORTGAGE PAYABLE                  | 96,458.08           | 102,768.18          | (6,310.10)         |
| 253 · LEASE PAYABLE                     | 4,672.19            | 5,740.27            | (1,068.08)         |
| 260 · NET PENSION LIABILITY             | 503,007.00          | 503,007.00          | 0.00               |
| <b>Total Long Term Liabilities</b>      | <b>604,137.27</b>   | <b>611,515.45</b>   | <b>(7,378.18)</b>  |
| <b>Total Liabilities</b>                | <b>648,191.14</b>   | <b>746,233.66</b>   | <b>(98,042.52)</b> |
| <b>Equity</b>                           |                     |                     |                    |
| 3900 · FUND BALANCE                     | 491,471.91          | 513,668.45          | (22,196.54)        |
| Net Income                              | 102,374.51          | (22,196.54)         | 124,571.05         |
| <b>Total Equity</b>                     | <b>593,846.42</b>   | <b>491,471.91</b>   | <b>102,374.51</b>  |
| <b>TOTAL LIABILITIES &amp; EQUITY</b>   | <b>1,242,037.56</b> | <b>1,237,705.57</b> | <b>4,331.99</b>    |



**BENZIE SENIOR RESOURCES**  
**Statement of Financial Income & Expense**  
**May 2023**

|                                       | <b>May 2023</b>   | <b>Budget</b>     | <b>\$ Change</b>  |
|---------------------------------------|-------------------|-------------------|-------------------|
| <b>ORDINARY INCOME/EXPENSE</b>        |                   |                   |                   |
| <b>INCOME</b>                         |                   |                   |                   |
| 519.03 · TITLE III C2 INCOME          | 40,415.00         | 9,774.00          | 30,641.00         |
| 519.05 MIPPA (MMAP)                   | 0.00              | 120.00            | (120.00)          |
| 519.06 WAIVER SNOW REMOVAL            | 50.00             | 0.00              |                   |
| 519.08 ARPA FUNDING                   | 0.00              | 25,330.00         | (25,330.00)       |
| 540 · GRANTS                          | 2,625.11          | 9,585.00          | (6,959.89)        |
| 561 - HDM WAIVER                      | 2,190.50          | 1,772.00          | 418.50            |
| 642 · CHARGES FOR SERVICES/CONT       | 361.00            | 414.00            | (53.00)           |
| 642.01 · FEE FOR SERVICE/CHORE        | 6,713.00          | 6,000.00          | 713.00            |
| 642.02 · FEE FOR SERVICE/HOMEMAKER    | 2,970.00          | 3,800.00          | (830.00)          |
| 642.03 - FEE FOR SERV/SNOW REMOVAL    | (669.00)          | 0.00              | (669.00)          |
| 642.06 - BENZIE BUS HEALTH RIDE       | 135.00            | 150.00            | (15.00)           |
| 642.1 - FEE FOR SLIDING SCALE CLIENTS | 6,485.43          | 6,665.00          | (179.57)          |
| 642.05 - FEE FOR PRIVATE PAY & INS    | 292.50            | 185.00            | 107.50            |
| 670 - CLIENT INCOME                   | 8,864.48          | 10,370.00         | (1,505.52)        |
| 671 - PACE NORTH Client Income        | 507.00            | 550.00            | (43.00)           |
| 673 · NEWSLETTER SUB                  | 50.00             | 35.00             | 15.00             |
| 675 · DONATIONS                       | 15,470.56         | 14,195.00         | 1,275.56          |
| 676 · MILLAGE                         | 102,577.17        | 102,577.00        | 0.17              |
| 680 · VOLUNTEER WAGES (IN-KIND).      | 9,534.00          | 7,350.00          | 2,184.00          |
| 690 - TRIP INCOME                     | 341.00            | 1,500.00          | (1,159.00)        |
| <b>TOTAL INCOME</b>                   | <b>198,912.75</b> | <b>200,372.00</b> | <b>(1,459.25)</b> |
| <b>GROSS PROFIT</b>                   | <b>198,912.75</b> | <b>200,372.00</b> | <b>(1,459.25)</b> |
| <b>EXPENSE</b>                        |                   |                   |                   |
| 700 - ACCOUNTING FEES                 | 0.00              | 0.00              | 0.00              |
| 705 · SALARY AND WAGES                | 83,941.24         | 79,796.00         | 4,145.24          |
| 705.1 TRAVEL TIME                     | 1,521.77          | 1,308.00          | 213.77            |
| 708 · PAYROLL TAX EXPENSE             | 6,325.12          | 5,231.00          | 1,094.12          |
| 708.1 UNEMPLOYMENT INSURANCE AGENCY   | 368.42            | 500.00            | (131.58)          |
| 709 · EDUCATION/TRAINING              | 390.99            | 315.00            | 75.99             |
| 710 · EVENTS                          | 546.85            | 300.00            | 246.85            |
| 711 · TGPSC ACTIVITIES                | 98.28             | 350.00            | (251.72)          |
| 715 · CLOTHING ALLOWANCE              | 191.74            | 0.00              | 191.74            |
| 721 · COMPUTER EXPENSES               | 2,925.34          | 2,850.00          | 75.34             |
| 725 · FRINGE BENEFITS                 | 16,338.69         | 13,248.00         | 3,090.69          |
| 726 - FUNDRAISING/MARKETING EXP       | 209.03            | 400.00            | (190.97)          |
| 727 · SUPPLIES                        | 5,094.72          | 3,330.00          | 1,764.72          |
| 727.2 · OFFICE EXP                    | 2,984.19          | 1,185.00          | 1,799.19          |
| 727.3 - POSTAGE                       | 76.31             | 390.00            | (313.69)          |
| 727.4 - ADVERTISING                   | 300.00            | 550.00            | (250.00)          |
| 740 · FOOD                            | 22,963.93         | 19,670.00         | 3,293.93          |
| 819 · CONTRACTUAL                     | 21,650.85         | 18,065.00         | 3,585.85          |



**BENZIE SENIOR RESOURCES**  
**Statement of Financial Income & Expense**  
**May 2023**

|                                 | <b>May 2023</b>   | <b>Budget</b>     | <b>\$ Change</b>   |
|---------------------------------|-------------------|-------------------|--------------------|
| 820 · VOLUNTEER WAGES (IN-KIND) | 9,534.00          | 7,350.00          | 2,184.00           |
| 825 · VOLUNTEER EXPENSES        | 507.25            | 440.00            | 67.25              |
| 850 · TELEPHONE                 | 835.92            | 520.00            | 315.92             |
| 861 · TRAVEL/MILEAGE/GAS        | 3,290.12          | 3,220.00          | 70.12              |
| 900 · INTEREST EXPENSE          | 237.30            | 265.00            | (27.70)            |
| 910 · INSURANCE                 | 4,105.80          | 4,100.00          | 5.80               |
| 915 · PROJECTS                  | 817.98            | 735.00            | 82.98              |
| 920 · UTILITIES                 | 2,031.97          | 2,865.00          | (833.03)           |
| 940 · DEPRECIATION EXPENSE      | 3,398.88          | 3,550.00          | (151.12)           |
| 980 · EQUIPMENT/REPAIRS         | 3,203.48          | 2,100.00          | 1,103.48           |
| 980.1 - OUTDOOR MAINTENANCE     | 972.38            | 450.00            | 522.38             |
| 980.2 - INDOOR MAINTENANCE      | 0.00              | 150.00            | (150.00)           |
| 981-HDM FLEET MAINTENANCE/GAS   | 125.00            | 1,720.00          | (1,595.00)         |
| 991 - TRIP EXPENSE              | 100.75            | 0.00              | 100.75             |
| <b>TOTAL EXPENSE</b>            | <b>195,088.30</b> | <b>174,953.00</b> | <b>20,135.30</b>   |
| <b>NET ORDINARY INCOME</b>      | <b>3,824.45</b>   | <b>25,419.00</b>  | <b>(21,594.55)</b> |
| <b>OTHER INCOME/EXPENSES</b>    |                   |                   |                    |
| <b>OTHER INCOME</b>             |                   |                   |                    |
| 990 · INTEREST/DIVIDEND INCOME  | 2,330.41          | 375.00            | 1,955.41           |
| 999 - OTHER INCOME              | 429.25            | 350.00            | 79.25              |
| <b>TOTAL OTHER INCOME</b>       | <b>2,759.66</b>   | <b>725.00</b>     | <b>2,034.66</b>    |
| <b>OTHER EXPENSE</b>            |                   |                   |                    |
| 999.1 · OTHER EXPENSE           | 0.00              | 85.00             | (85.00)            |
| 99999 - LEGAL EXPENSE           | 0.00              | 165.00            | (165.00)           |
| <b>TOTAL OTHER EXPENSE</b>      | <b>0.00</b>       | <b>250.00</b>     | <b>(250.00)</b>    |
| <b>NET OTHER INCOME</b>         | <b>2,759.66</b>   | <b>475.00</b>     | <b>2,284.66</b>    |
| <b>NET INCOME</b>               | <b>6,584.11</b>   | <b>25,894.00</b>  | <b>(19,309.89)</b> |



**BENZIE SENIOR RESOURCES**  
**Statement of Financial Income & Expense**  
**September 2022 - May 2023**

|                                       | <b>Oct-May 2023</b> | <b>Budget</b>       | <b>\$ Change</b> |
|---------------------------------------|---------------------|---------------------|------------------|
| <b>ORDINARY INCOME/EXPENSE</b>        |                     |                     |                  |
| <b>INCOME</b>                         |                     |                     |                  |
| 519.03 · TITLE III C2 INCOME          | 108,833.00          | 78,192.00           | 30,641.00        |
| 519.04 · FEDERAL USDA                 | 57,338.76           | 32,000.00           | 25,338.76        |
| 519.05 MIPPA (MMAP)                   | 1,700.00            | 1,200.00            | 500.00           |
| 519.06 WAIVER SNOW REMOVAL            | 2,580.00            | 1,080.00            | 1,500.00         |
| 519.08 ARPA FUNDING                   | 0.00                | 25,330.00           | (25,330.00)      |
| 540 · GRANTS                          | 97,975.11           | 76,680.00           | 21,295.11        |
| 561 - HDM WAIVER                      | 15,541.50           | 12,407.00           | 3,134.50         |
| 642 · CHARGES FOR SERVICES/CONT       | 2,242.51            | 3,274.00            | (1,031.49)       |
| 642.01 · FEE FOR SERVICE/CHORE        | 12,217.00           | 15,500.00           | (3,283.00)       |
| 642.02 · FEE FOR SERVICE/HOMEMAKER    | 24,171.00           | 24,400.00           | (229.00)         |
| 642.03 - FEE FOR SERV/SNOW REMOVAL    | 23,082.00           | 23,400.00           | (318.00)         |
| 642.06 - BENZIE BUS HEALTH RIDE       | 755.00              | 1,200.00            | (445.00)         |
| 642.1 - FEE FOR SLIDING SCALE CLIENTS | 51,315.82           | 46,655.00           | 4,660.82         |
| 642.05 - FEE FOR PRIVATE PAY & INS    | 2,646.25            | 1,270.00            | 1,376.25         |
| 670 - CLIENT INCOME                   | 68,062.94           | 73,355.00           | (5,292.06)       |
| 671 - PACE NORTH Client Income        | 3,237.00            | 3,590.00            | (353.00)         |
| 673 · NEWSLETTER SUB                  | 340.00              | 260.00              | 80.00            |
| 675 · DONATIONS                       | 100,641.21          | 109,230.00          | (8,588.79)       |
| 676 · MILLAGE                         | 820,617.36          | 820,616.00          | 1.36             |
| 677· FUNDRAISING INCOME               | 70,206.44           | 63,870.00           | 6,336.44         |
| 680 · VOLUNTEER WAGES (IN-KIND).      | 68,856.96           | 58,800.00           | 10,056.96        |
| 681 - IN-KIND (non-volunteer)         | 5,549.44            | 10,900.00           | (5,350.56)       |
| 690 - TRIP INCOME                     | 1,940.00            | 1,500.00            | 440.00           |
| SPONSORSHIP INCOME                    | 2,630.00            | 2,290.00            | 340.00           |
| <b>TOTAL INCOME</b>                   | <b>1,542,479.30</b> | <b>1,486,999.00</b> | <b>55,480.30</b> |
| <b>GROSS PROFIT</b>                   | <b>1,542,479.30</b> | <b>1,486,999.00</b> | <b>55,480.30</b> |
| <b>EXPENSE</b>                        |                     |                     |                  |
| 700 - ACCOUNTING FEES                 | 8,625.00            | 8,400.00            | 225.00           |
| 705 · SALARY AND WAGES                | 639,231.87          | 645,267.00          | (6,035.13)       |
| 705.1 TRAVEL TIME                     | 11,154.83           | 11,317.00           | (162.17)         |
| 708 · PAYROLL TAX EXPENSE             | 43,764.19           | 45,615.00           | (1,850.81)       |
| 708.1 UNEMPLOYMENT INSURANCE AGEN     | 4,441.43            | 4,500.00            | (58.57)          |
| 709 · EDUCATION/TRAINING              | 1,296.89            | 2,520.00            | (1,223.11)       |
| 710 · EVENTS                          | 1,488.17            | 2,400.00            | (911.83)         |
| 711 · TGPSC ACTIVITIES                | 2,159.70            | 2,800.00            | (640.30)         |
| 715 · CLOTHING ALLOWANCE              | 191.74              | 0.00                | 191.74           |
| 717 · DUES/SUBSCRIPTIONS              | 7,321.08            | 5,175.00            | 2,146.08         |
| 720 - BAD DEBT                        | 61.00               | 0.00                | 61.00            |
| 721 · COMPUTER EXPENSES               | 24,144.36           | 22,800.00           | 1,344.36         |
| 725 · FRINGE BENEFITS                 | 51,552.13           | 62,149.00           | (10,596.87)      |
| 726 - FUNDRAISING/MARKETING EXP       | 2,897.49            | 3,200.00            | (302.51)         |



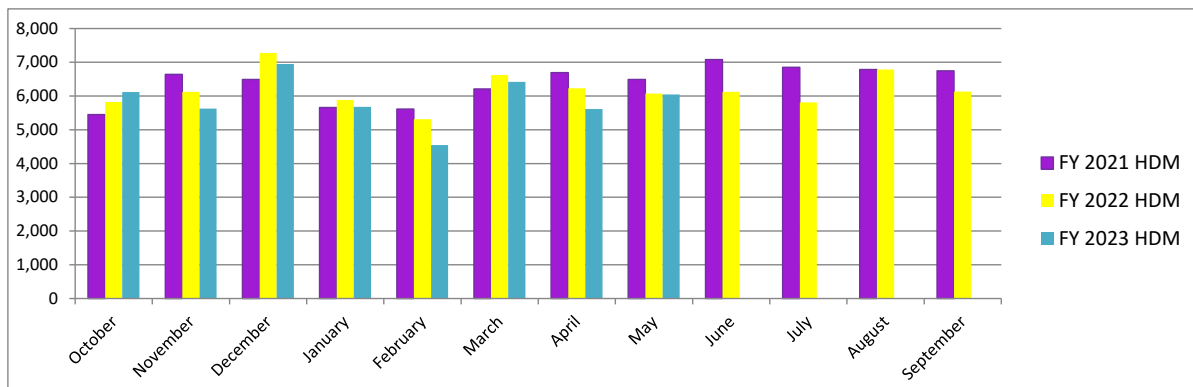
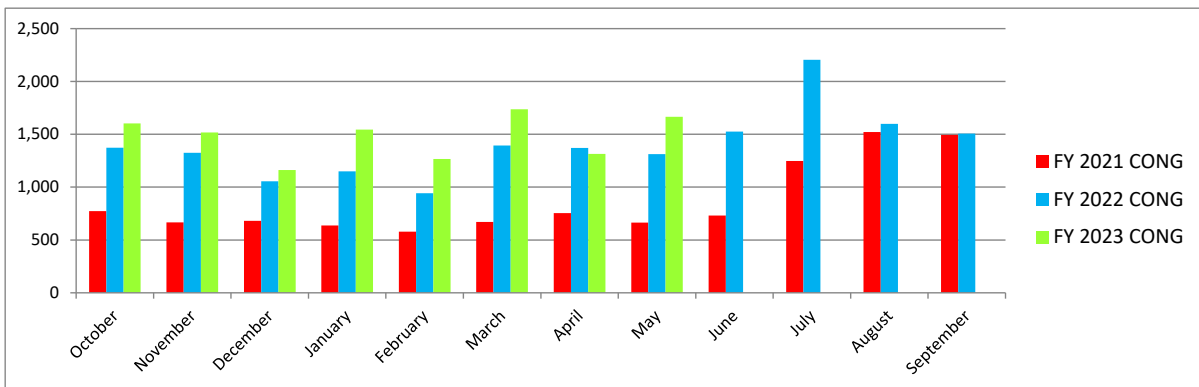
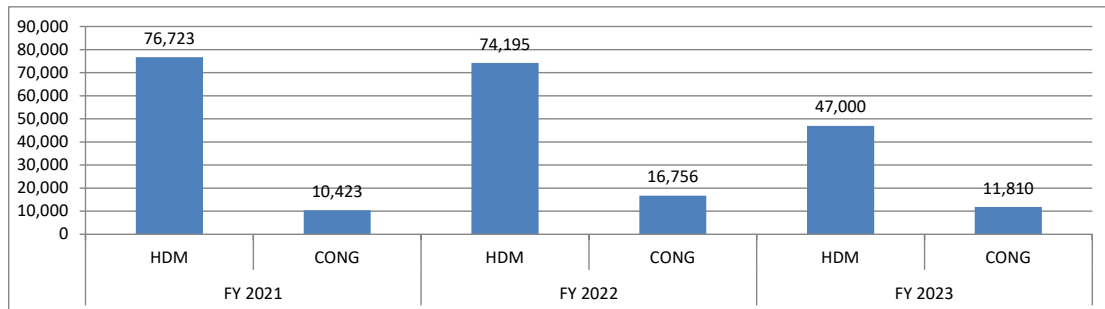
**BENZIE SENIOR RESOURCES**  
**Statement of Financial Income & Expense**  
**September 2022 - May 2023**

|  | <b>Oct-May 2023</b> | <b>Budget</b>       | <b>\$ Change</b>  |
|--|---------------------|---------------------|-------------------|
| <b>727 · SUPPLIES</b>                  | 29,282.32           | 26,655.00           | 2,627.32          |
| <b>727.2 · OFFICE EXP</b>              | 12,476.96           | 9,480.00            | 2,996.96          |
| <b>727.3 - POSTAGE</b>                 | 4,156.90            | 3,120.00            | 1,036.90          |
| <b>727.4 - ADVERTISING</b>             | 2,817.15            | 4,400.00            | (1,582.85)        |
| <b>740 · FOOD</b>                      | 171,260.61          | 157,340.00          | 13,920.61         |
| <b>819 · CONTRACTUAL</b>               | 166,876.48          | 176,520.00          | (9,643.52)        |
| <b>820 · VOLUNTEER WAGES (IN-KIND)</b> | 68,856.96           | 58,800.00           | 10,056.96         |
| <b>825 · VOLUNTEER EXPENSES</b>        | 10,727.78           | 9,695.00            | 1,032.78          |
| <b>850 · TELEPHONE</b>                 | 5,424.48            | 4,160.00            | 1,264.48          |
| <b>861 · TRAVEL/MILEAGE/GAS</b>        | 26,235.07           | 28,165.00           | (1,929.93)        |
| <b>900 · INTEREST EXPENSE</b>          | 1,969.90            | 2,120.00            | (150.10)          |
| <b>910 · INSURANCE</b>                 | 36,316.72           | 37,800.00           | (1,483.28)        |
| <b>915 · PROJECTS</b>                  | 18,171.71           | 13,660.00           | 4,511.71          |
| <b>920 · UTILITIES</b>                 | 24,352.20           | 22,935.00           | 1,417.20          |
| <b>940 · DEPRECIATION EXPENSE</b>      | 27,191.04           | 28,400.00           | (1,208.96)        |
| <b>980 · EQUIPMENT/REPAIRS</b>         | 20,321.88           | 16,800.00           | 3,521.88          |
| <b>980.1 - OUTDOOR MAINTENANCE</b>     | 5,215.52            | 6,510.00            | (1,294.48)        |
| <b>980.2 - INDOOR MAINTENANCE</b>      | 254.02              | 1,200.00            | (945.98)          |
| <b>981-HDM FLEET MAINTENANCE/GAS</b>   | 24,900.64           | 13,760.00           | 11,140.64         |
| <b>991 - TRIP EXPENSE</b>              | 100.75              | 0.00                | 100.75            |
|  |                     |                     | 0.00              |
| <b>TOTAL EXPENSE</b>                   | <b>1,455,238.97</b> | <b>1,437,663.00</b> | <b>17,575.97</b>  |
| <b>NET ORDINARY INCOME</b>             | <b>87,240.33</b>    | <b>49,336.00</b>    | <b>37,904.33</b>  |
| <b>OTHER INCOME/EXPENSES</b>           |                     |                     |                   |
| <b>OTHER INCOME</b>                    |                     |                     |                   |
| <b>990 · INTEREST/DIVIDEND INCOME</b>  | 13,456.47           | 3,000.00            | 10,456.47         |
| <b>999 - OTHER INCOME</b>              | 1,677.71            | 2,800.00            | (1,122.29)        |
| <b>TOTAL OTHER INCOME</b>              | <b>15,134.18</b>    | <b>5,800.00</b>     | <b>9,334.18</b>   |
| <b>OTHER EXPENSE</b>                   |                     |                     |                   |
| <b>999.1 · OTHER EXPENSE</b>           | 0.00                | 660.00              | (660.00)          |
| <b>99999 - LEGAL EXPENSE</b>           | 0.00                | 1,330.00            | (1,330.00)        |
| <b>TOTAL OTHER EXPENSE</b>             | <b>0.00</b>         | <b>1,990.00</b>     | <b>(1,990.00)</b> |
| <b>NET OTHER INCOME</b>                | <b>15,134.18</b>    | <b>3,810.00</b>     | <b>11,324.18</b>  |
| <b>NET INCOME</b>                      | <b>102,374.51</b>   | <b>53,146.00</b>    | <b>49,228.51</b>  |



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

|                    | FY 2021       |               | FY 2022       |               | FY 2023       |               |
|--------------------|---------------|---------------|---------------|---------------|---------------|---------------|
|                    | HDM           | CONG          | HDM           | CONG          | HDM           | CONG          |
| October            | 5,451         | 774           | 5,827         | 1,374         | 6,116         | 1,603         |
| November           | 6,644         | 666           | 6,124         | 1,324         | 5,627         | 1,518         |
| December           | 6,490         | 682           | 7,274         | 1,055         | 6,949         | 1,162         |
| January            | 5,658         | 638           | 5,881         | 1,149         | 5,682         | 1,544         |
| February           | 5,616         | 579           | 5,314         | 942           | 4,547         | 1,266         |
| March              | 6,212         | 671           | 6,622         | 1,394         | 6,417         | 1,737         |
| April              | 6,695         | 754           | 6,230         | 1,370         | 5,614         | 1,315         |
| May                | 6,495         | 664           | 6,073         | 1,313         | 6,048         | 1,665         |
| June               | 7,079         | 731           | 6,123         | 1,526         |               |               |
| July               | 6,853         | 1,247         | 5,810         | 2,204         |               |               |
| August             | 6,786         | 1,522         | 6,786         | 1,599         |               |               |
| September          | 6,744         | 1,495         | 6,131         | 1,506         |               |               |
| <b>total meals</b> | <b>76,723</b> | <b>10,423</b> | <b>74,195</b> | <b>16,756</b> | <b>47,000</b> | <b>11,810</b> |





## May 2023 Journal Entry Summary

- 901. JE to record monthly depreciation expense (non-cash transaction) \*
- 902. JE to record 401K payroll deferrals across all programs - original payroll entry posts to one class \*
- 903. JE to record 401K payroll deferrals across all programs - original payroll entry posts to one class \*
- 904. JE to reclass payroll health insurance deductions from “uncategorized” to appropriate class, i.e. Home Health and Admin \*
- 905. JE to record inventory at month end \*
- 906. JE to reclass payroll mileage reimbursements from “uncategorized” to appropriate class, i.e. Home Health and Admin \*
- 907. JE to record trip income from Diamond Tours
- 908. JE to record volunteer hours in-kind wages \*

\* **Monthly recurring Journal Entries.**



## May 2023

[illegible]



**BENZIE SENIOR RESOURCES****Monthly Journal Entries****May 2023**

| <b>Trans #</b> | <b>Type</b>     | <b>Date</b> | <b>Num</b> | <b>Memo</b>            | <b>Debit</b>     | <b>Credit</b>    |
|----------------|-----------------|-------------|------------|------------------------|------------------|------------------|
|                |                 |             |            |                        | 341.00           | 341.00           |
| 134809         | General Journal | 05/31/2023  | 908        | TO RECORD INKIND WAGES | 9,366.00         |                  |
|                |                 |             |            | TO RECORD INKIND WAGES |                  | 9,366.00         |
|                |                 |             |            | TO RECORD INKIND WAGES | 168.00           |                  |
|                |                 |             |            | TO RECORD INKIND WAGES |                  | 168.00           |
|                |                 |             |            |                        | 9,534.00         | 9,534.00         |
| <b>TOTAL</b>   |                 |             |            |                        | <b>65,406.48</b> | <b>65,406.48</b> |





**Benzie County Medical Care Facility**  
**Serving Benzie County since 1965**

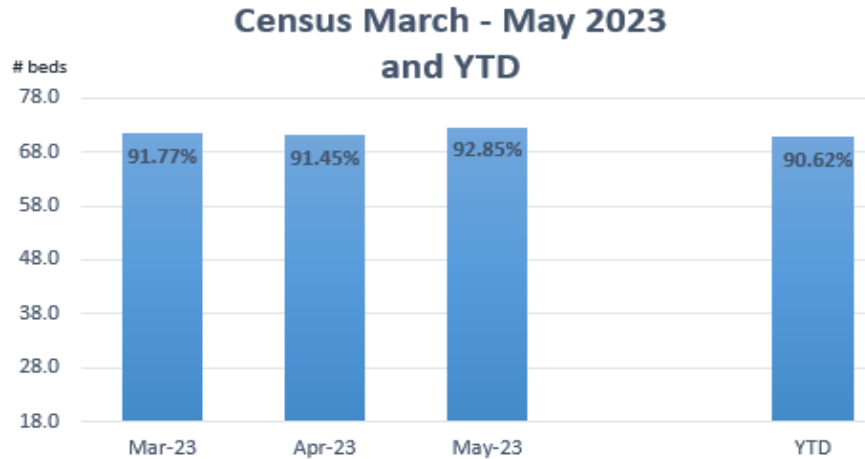
**Operations Dashboard**

**Census: 74**  
**Occupancy: 94.8%**  
**Benzie Families: 81%**

**CMS 5-Star Ratings**

|  | Overall | Health<br>Inspections | Staffing | Quality<br>Measures |
|--|---------|-----------------------|----------|---------------------|
|--|---------|-----------------------|----------|---------------------|

|                   |      |     |       |      |
|-------------------|------|-----|-------|------|
| The Maples        | ***  | **  | ***** | **** |
| Paul Oliver       | ***  | *** | ***** | ***  |
| Manistee MCF      | **** | *** | ***** | **** |
| Pavilions<br>GTCF | **   | *   | ***** | **   |



**Current Staff: 95 Employees (80% Benzie Residents)**

**Open positions: 25**

- 17 Certified Nurse Aides**
- 2 Nurses**
- 2 Environmental Services**
- 2 Dining Services**
- 2 Life Enrichment**

**Contract Staff: 18 Certified Nurse Aides**

**Total Referrals MTD: 13**

**Admissions MTD: 5**

**Conversion Ratio: 71%**

**Discharges MTD: 5**

**Percentage of Referrals from Benzie County: 100%**





**Benzie County Medical Care Facility  
Serving Benzie County since 1965**

**Operations Dashboard**

|                       | February-April 2023 | YTD                 |
|-----------------------|---------------------|---------------------|
| MEDICAID              | 1,279,792.00        | 3,152,867.00        |
| PRIVATE PAY           | 385,262.00          | 734,664.00          |
| MEDICARE              | 273,592.00          | 629,226.00          |
| OTHER PAYERS          | 340,424.00          | 817,769.00          |
| MISC                  | 415,518.00          | 950,771.00          |
| <b>TOTAL REVENUE</b>  | <b>2,694,588.00</b> | <b>6,285,297.00</b> |
| ADMINISTRATIVE        | 987,330             | 2,330,838           |
| MAINTENANCE           | 137,268             | 332,494             |
| LAUNDRY               | 12,777              | 36,114              |
| HOUSEKEEPING          | 62,671              | 139,597             |
| DIETARY               | 236,670             | 569,019             |
| NURSING               | 1,275,096           | 2,939,159           |
| PROFESSIONAL SERVICE  | 6,750               | 15,750              |
| SOCIAL WORK           | 14,029              | 44,407              |
| ACTIVITIES            | 106,894             | 263,589             |
| XRAY                  | 124                 | 579                 |
| LAB & DIAG            | 2,020               | 3,169               |
| ENTERALS              | 260                 | 1,326               |
| THERAPY               | 83,925              | 207,745             |
| PHARMACY              | 19,568              | 75,756              |
| NATCEP                | 0                   | 250                 |
| <b>TOTAL EXPENSES</b> | <b>2,945,381</b>    | <b>6,959,791</b>    |
| <b>GAIN/(LOSS)</b>    | <b>-250,794</b>     | <b>-674,494</b>     |

| <b>Needs for Capital Improvements/Equipment Next Five Years</b> |                     |
|---|---------------------|
| Landscaping/Trees Needs Parking Lot/water main changes          | \$ 29,000.00        |
| Large Kitchen Equipment Replacements                            | \$ 86,000.00        |
| 2016 Replace Transport Van                                      | \$ 42,000.00        |
| 1964 EE Breakroom Renovation                                    | \$ 15,000.00        |
| 1964 Window Replacement (est.)                                  | \$235,460.00        |
| Resident Beds replacement staggered 5 year                      | \$ 48,040.00        |
| 2 Crash Carts with AED's, 2 chair scales                        | \$ 15,140.00        |
| Computer & Software replacement                                 | \$ 20,200.00        |
| Resident Living Rooms furniture replace worn                    | \$101,160.00        |
| Resident Rooms furniture replace worn (19 rms.)                 | \$ 57,000.00        |
| Resident Room televisions replace 72                            | \$ 25,200.00        |
| Door System Upgrade   | \$ 75,000.00        |
| Replace Water Softeners   | \$ 18,750.00        |
| 2017 Replace Resident Transport Van                             | \$ 65,000.00        |
| Replace worn Carpeting/Flooring budget est.                     | \$100,000.00        |
| Exterior issues with New Building                               | pending             |
| <b>Total</b>  | <b>\$932,950.00</b> |



**Days Cash on Hand: 110.76**



# ACTION ITEMS



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# Memorandum

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To: Board of Commission

From: Katie Zeits, County Administrator

Date: June 21, 2023

Subject: **MCOLES Grant Application – Sponsorship of Police Academy Cadet**

At the June 13<sup>th</sup> Board meeting, Sheriff Rosa briefly discussed with the Board the possibility of sponsoring a cadet in a certified police academy to assist in filling one of two vacancies. The Michigan Commission on Law Enforcement Standards (MCOLES) has received funding for grants to law enforcement agencies for basic law enforcement training academy scholarships and salaries for employed recruits; a potential grant award to Benzie County of \$24,000. This funding would allow Benzie County to sponsor an individual to complete an academy at very little cost.

Undersheriff Hubers in coordination with Human Resources have worked to develop a funding plan that would allow an individual to attend Northwestern Michigan College in Traverse City to obtain their certification to become a police officer. Interviews are being held with both internal and external candidates with the intent of choosing one individual.

The sponsorship of individuals into a police academy has become common in Michigan. Benzie reaps the benefit of learning best practices from many other agencies who have already sponsored an individual.

I recommend that the Board of Commissioners approve the application for grant funding and the sponsorship of an individual to complete a certified police academy. I further recommend that the County enter into an agreement with the individual which memorializes the commitment to be made to Benzie County.

## Recommended Motion:

That the Board of Commissioners approves the grant application for the Public Safety Academy Assistance Program and supports the sponsorship of an individual into a certified police academy facilitated by Northwestern Michigan College, and further approves an agreement memorializing the relationship between Benzie County and the individual selected to complete such police academy, and authorizes the Chair to sign, subject to approval as to its form by legal counsel.



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# Memorandum

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To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: June 21, 2023

Subject: **Surplus Vehicle – 2018 Dodge Charger**

Undersheriff Hubers has indicated that a 2018 Dodge Charger (VIN#2C3CDXKTXJH170255) is due for replacement. In accordance with the Deputies Collective Bargaining Agreement, sedan vehicles are to be replaced when their mileage exceeds 100,000 miles. This vehicle has exceeded that mileage threshold and is no longer needed for Sheriff's Office operational use. The Undersheriff has indicated they will utilize the MIBid program for the sale and disposal of this vehicle.

Recommendation:

That a 2018 Dodge Charger vehicle be declared surplus and authorized for sale on the MIBid Internet Auction system, with proceeds to be deposited into the equipment replacement fund, patrol car expenses.



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# Memorandum

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To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: June 22, 2023

Subject: **Cooperative Purchasing Agreement – Omnia Partners (Central Dispatch)**

Director Cory Ellis has requested that the County enter into a cooperative purchasing agreement with Omnia Partners to benefit from group pricing of the purchase of equipment for Central Dispatch. This agreement establishes the relationship with Omnia whose agency helps to provide group pricing for equipment needs for Central Dispatch, similar to the MIDeal program. This relationship however could be utilized for other departments if the need arises.

Recommendation:

That the Board of Commissioners authorize a master intergovernmental cooperative purchasing agreement with Omnia Partners for procurement and group pricing of equipment.





Become A Participant



## **MASTER INTERGOVERNMENTAL COOPERATIVE PURCHASING AGREEMENT**

This Master Intergovernmental Cooperative Purchasing Agreement (this "**Agreement**") is entered into by and between those certain government agencies that execute a Principal Procurement Agency Certificate ("**Principal Procurement Agencies**") with National Intergovernmental Purchasing Alliance Company, a Delaware corporation d/b/a OMNIA Partners, Public Sector, Communities Program Management, LLC, a California limited liability company d/b/a U.S. Communities, and/or NCPA LLC, a Texas limited liability company d/b/a National Cooperative Purchasing Alliance (collectively, "**OMNIA Partners**"), in its capacity as the cooperative administrator, to be appended and made a part hereof and such other public agencies ("**Participating Public Agencies**") who register to participate in the cooperative purchasing programs administered by OMNIA Partners and its affiliates and subsidiaries (collectively, the "**OMNIA Partners Parties**") by either registering on the OMNIA Partners website ([www.omniapartners.com/publicsector](http://www.omniapartners.com/publicsector)) (<https://www.omniapartners.com/publicsector?hsLang=en>) or any successor website), or by executing a copy of this Agreement.

### **RECITALS**

**WHEREAS**, after a competitive solicitation and selection process by Principal Procurement Agencies, in compliance with their own policies, procedures, rules and regulations, a number of suppliers have entered into "**Master Agreements**" (herein so called) to provide a variety of goods, products and services ("**Products**") to the applicable Principal Procurement Agency and the Participating Public Agencies;

**WHEREAS**, Master Agreements are made available by Principal Procurement Agencies through the OMNIA Partners Parties and provide that Participating Public Agencies may purchase Products on the same terms, conditions and pricing as the Principal Procurement Agency, subject to any applicable federal and/or local purchasing ordinances and the laws of the State of purchase; and

**WHEREAS**, in addition to Master Agreements, the OMNIA Partners Parties may from time to time offer Participating Public Agencies the opportunity to acquire Products through other group purchasing agreements.

**NOW, THEREFORE**, in consideration of the mutual promises contained in this Agreement, and of the mutual benefits to result, the parties hereby agree as follows:

1. Each party will facilitate the cooperative procurement of Products.



2. The Participating Public Agencies shall procure Products in accordance with and subject to the relevant federal, state and local statutes, ordinances, rules and regulations that govern Participating Public Agency's procurement practices. The Participating Public Agencies hereby acknowledge and agree that it is the intent of the parties that all provisions of this Agreement and that Principal Procurement Agencies' participation in the program described herein comply with all applicable laws, including but not limited to the requirements of 42 C.F.R. § 1001.952(j), as may be amended from time to time. The Participating Public Agencies further acknowledge and agree that they are solely responsible for their compliance with all applicable "safe harbor" regulations, including but not limited to any and all obligations to fully and accurately report discounts and incentives.
3. The Participating Public Agency represents and warrants that the Participating Public Agency is not a hospital or other healthcare provider and is not purchasing Products on behalf of a hospital or healthcare provider; provided that the foregoing shall not prohibit Participating Public Agency from furnishing health care services so long as the furnishing of health care services is not in furtherance of a primary purpose of the Participating Public Agency.
4. The cooperative use of Master Agreements shall be in accordance with the terms and conditions of the Master Agreements, except as modification of those terms and conditions is otherwise required by applicable federal, state or local law, policies or procedures.
5. The Principal Procurement Agencies will make available, upon reasonable request, Master Agreement information which may assist in improving the procurement of Products by the Participating Public Agencies.
6. The Participating Public Agency agrees the OMNIA Partners Parties may provide access to group purchasing organization ("**GPO**") agreements directly or indirectly by enrolling the Participating Public Agency in another GPO's purchasing program, provided that the purchase of Products through the OMNIA Partners Parties or any other GPO shall be at the Participating Public Agency's sole discretion.
7. The Participating Public Agencies (each a "**Procuring Party**") that procure Products through any Master Agreement or GPO Product supply agreement (each a "**GPO Contract**") will make timely payments to the distributor, manufacturer or other vendor (collectively, "**Supplier**") for Products received in accordance with the terms and conditions of the Master Agreement or GPO Contract, as applicable. Payment for Products and inspections and acceptance of Products ordered by the Procuring Party shall be the exclusive obligation of such Procuring Party. Disputes between Procuring Party and any Supplier shall be resolved in accordance with the law and venue rules of the State of purchase unless otherwise agreed to by the Procuring Party and Supplier.
8. The Procuring Party shall not use this Agreement as a method for obtaining additional concessions or reduced prices for purchase of similar products or services outside of the Master Agreement. Master Agreements may be structured with not-to-exceed pricing, in which cases the Supplier may offer the Procuring Party and the Procuring Party may accept lower pricing or additional concessions for purchase of Products through a Master Agreement.
9. The Procuring Party shall be responsible for the ordering of Products under this Agreement. A non-procuring party shall not be liable in any fashion for any violation by a Procuring Party, and, to the extent permitted by applicable law, the Procuring Party shall hold non-procuring party harmless from any liability that may arise from the acts or omissions of the Procuring Party.
10. WITHOUT LIMITING THE GENERALITY OF THE FOREGOING, THE OMNIA PARTNERS PARTIES EXPRESSLY DISCLAIM ALL EXPRESS OR IMPLIED REPRESENTATIONS AND WARRANTIES REGARDING ANY PRODUCT, MASTER AGREEMENT AND GPO CONTRACT. THE OMNIA PARTNERS PARTIES SHALL NOT BE LIABLE IN ANY WAY FOR ANY SPECIAL, INCIDENTAL, INDIRECT, CONSEQUENTIAL, EXEMPLARY, PUNITIVE, OR RELIANCE DAMAGES, EVEN IF THE OMNIA



PARTNERS PARTIES ARE ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. FURTHER, THE PROCURING PARTY ACKNOWLEDGES AND AGREES THAT THE OMNIA PARTNERS PARTIES SHALL HAVE NO LIABILITY FOR ANY ACT OR OMISSION BY A SUPPLIER OR OTHER PARTY UNDER A MASTER AGREEMENT OR GPO CONTRACT.

11. This Agreement shall remain in effect until termination by either party giving thirty (30) days' written notice to the other party. The provisions of Paragraphs 6 - 10 hereof shall survive any such termination.
12. This Agreement shall take effect upon (i) execution of the Principal Procurement Agency Certificate, or (ii) registration on the OMNIA Partners website or the execution of this Agreement by a Participating Public Agency, as applicable.

☐ By checking this box, I indicate that I have read and agree to the Terms and Conditions

☐ By checking this box, I indicate that I have read and understand our [Privacy Notice](#)

(<https://info.omniapartners.com/hubfs/Policies/OMNIA-Partners-Website-Privacy-Notice.pdf?hsLang=en>) and accept and agree to be bound by these [Terms of Use](#) (<https://info.omniapartners.com/hubfs/Policies/OMNIA-Partners-Terms-of-Use.pdf?hsLang=en>)

**CONTINUE**



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# Memorandum

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To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: June 21, 2023

Subject: **Hazardous Materials Emergency Preparedness Grant Application**

The Benzie County Local Emergency Planning Committee (LEPC) annually applies for an HMEP Federal Grant to offset costs for Hazardous Materials Emergency Preparedness planning. Grant receipts are based on the number of Superfund Amendments and Reauthorization Act (SARA) Title III, Section 302 plans that the committee updates each year, multiplied by a set allotment by the State recipient. Benzie County has 14 identified hazardous materials sites. Four of these sites have extremely hazardous materials above a specified threshold that requires an off-site response plan drafted and approved by the LEPC.

Benzie County uses the grant funds annually to support costs for local fire departments to access EGLE's Tier II Manager. The Manager database maintains the hazardous chemical storage information for local companies so that Firefighters and other responders are aware of the chemicals they could be exposed to if there is an incident at a facility. As part of the Grant receipt process Benzie County must match 25% of the federal funds received. This is annually budgeted based on the previous year's amounts. Any remaining funds received, above the cost of the Tier II Manager, are used/documentated by the office of Emergency Management for services and office supplies to produce and maintain the plans.

## Recommendation:

That the Board of Commissioners approves the Grant Agreement the Michigan State Police for the Hazardous Materials Emergency Preparedness Program and authorizes the Chair to sign.



# SUBRECIPIENT CHECKLIST

## FY 2022-23 HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS (HMEP) PLANNING PROGRAM GRANT AGREEMENT

CFDA No: 20.703

Email the following items to: LounsberryP@michigan.gov

SUBRECIPIENT WILL NOT BE REIMBURSED FOR FUNDS UNTIL ALL REQUIRED SIGNED DOCUMENTS ARE RECEIVED

- ☐ 1. Grant Agreement
- ☐ 2. Subrecipient Risk Assessment Certification
- ☐ 3. HMEP Planning Grant Agreement In-Kind Match form
- ☐ 4. Standard Assurances
- ☐ 5. Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements
- ☐ 6. Audit Certification (EMD-053)
- ☐ 7. Request for Taxpayer Identification Number and Certification (W-9)
- ☐ 8. FY 2022-23 SARA Title III Hazardous Materials, Off-site Emergency Response Plan Update List

**NOTE:** The Plan Update List does not need to be completed and returned with your FY 2022-23 HMEP Planning Program grant agreement. This form is to be used if and when a list of updated plans is submitted for your grant. The Plan Update List form can be submitted directly to the SARA Title III Planner at the MSP/EMHSD when you have completed all plan updates for the grant year.

### POST REIMBURSEMENT REQUIREMENTS

Participate with Recipient in an on-site monitoring of financial documents. Also retain financial records, supporting documents, and all other records pertinent to the grant for at least three years after the grant is closed by the awarding federal agency. Be sure to comply with Single Audit requirements of Subpart F of 2 CFR 200. **If required, the Subrecipient submits audit copy to: Michigan Department of State Police, Grants and Community Services Division, P.O. Box 30634, Lansing, Michigan 48909.**

For GRANT QUESTIONS, PLEASE CONTACT Ms. Brenna Roos  
AT ROOSB@MICHIGAN.GOV OR (517) 284-3727.



Michigan State Police

Emergency Management and  
Homeland Security Division



## Grant Agreement

### FEDERAL AWARD IDENTIFICATION

|  |  |                           |
|--|--|---------------------------|
| SUBRECIPIENT NAME  | GRANT NAME   | Assistance Listing Number |
| Benzie County  | Hazardous Materials<br>Emergency Preparedness<br>Grant Program   | 20.703                    |
| SUBRECIPIENT IRS/VENDOR NUMBER   | FEDERAL AWARD IDENTIFICATION NUMBER<br>(FAIN)  | FEDERAL AWARD DATE        |
| 38-6004838   | 693JK32240063HMEP  | 09/30/2019                |
| SUBRECIPIENT UEI   | SUBAWARD<br>PERFORMANCE<br>PERIOD  | FROM TO                   |
| DB74Y61MKCN7   |  | 10/01/2022 09/30/2023     |
| RESEARCH & DEVELOPMENT   | Funding  | Total                     |
| N/A  | Federal Funds Obligated by<br>this Action  | \$1,650                   |
| INDIRECT COST RATE   | Total Federal Funds Obligated<br>to Subrecipient   | \$7,660                   |
| None on file   | Total Amount of Federal<br>Award Committed   | \$7,660                   |
| FEDERAL AWARD PROJECT DESCRIPTION  |  |                           |
| FY 2022-23 Hazardous Materials Emergency Preparedness Planning Program Grant   |  |                           |
| DETAILS  |  |                           |
| The Subrecipient must be prepared to match all funds received through this grant agreement (which equates to 25% of any federal funds received), as noted in Section III, D of the <i>Hazardous Materials Emergency Preparedness Planning Grant Instructions</i> that are included with this grant agreement. The match amount is located in part III.A of this grant agreement. |  |                           |
| FEDERAL AWARDDING AGENCY   | PASS-THROUGH ENTITY (RECIPIENT) NAME   |                           |
| U.S. Department of Transportation Pipeline and Hazardous<br>Materials Safety Administration<br>1200 New Jersey Avenue, SE, E21-316<br>Washington DC 20590-0001   | Michigan State Police<br>Emergency Management & Homeland<br>Security Division<br>P.O. Box 30634<br>Lansing, MI 48909 |                           |



# State of Michigan Fiscal Year 2022-23 Hazardous Materials Emergency Preparedness Planning Program Grant Agreement

October 1, 2022 to September 30, 2023

|  |
|--|
| Assistance Listing Number: 20.703<br>Grant Number: 693JK32240063HMEP |
|--|

This Fiscal Year (FY) 2022-23 Hazardous Materials Emergency Preparedness (HMEP) Planning Program grant agreement is hereby entered into between the Michigan Department of State Police, Emergency Management and Homeland Security Division (MSP/EMHSD) (hereinafter called the Recipient), and the

**COUNTY OF BENZIE**  
(hereinafter called the Subrecipient)

## I. Purpose

The purpose of this grant agreement is to provide federal pass-through funds to the Subrecipient for the development of new Superfund Amendments and Reauthorization Act (SARA), Title III, Section 302, hazardous materials emergency response plans. This grant agreement provides financial assistance to first responders (fire, law enforcement, emergency medical services, etc.) for allowable costs in the following areas:

- A. Provision of assistance to public sector employees through planning grants to states, territories, and Native American tribes for emergency response.
- B. Increased state, territorial, tribal, and local effectiveness in implementation of the Federal Emergency Planning and Community Right-to-Know Act of 1986.
- C. Encouragement of a comprehensive approach to emergency planning by incorporating the unique challenges of response to transportation situations.

## II. Statutory Authority

Funding for the FY 2022-23 HMEP is authorized by the U.S. Department of Transportation (DOT) Pipeline and Hazardous Materials Safety Administration (PHMSA) and the Federal Hazardous Materials Transportation Law (49 U.S.C. Section 5101 et. seq.).

The Subrecipient agrees to comply with all FY 2022-23 HMEP program requirements and the most recent version of:

- A. 2 CFR, Part 200 of the Code of Federal Regulations (CFR), *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* located at <http://www.ecfr.gov>.
- B. 49 CFR, Part 110 *Hazardous Materials Public Sector Training and Planning Grants* located at <http://www.ecfr.gov>.
- C. 49 U.S.C. 5116 et seq. located at <https://www.gpo.gov/fdsys>.
- D. Any other applicable Federal statutes and regulations, including those listed within this grant agreement elsewhere.



### III. Award Amount and Restrictions

- A. The County of Benzie is awarded up to **\$1,650** under the FY 2022-23 HMEP Planning Program Grant Agreement. This funding will be awarded as described in *Hazardous Materials Emergency Preparedness Planning Grant Instructions* enclosed within this grant agreement packet and is based on information provided in the HMEP grant application submitted for the FY 2022-23 grant year by **Benzie County**. This allocation is dependent upon the level of federal funding and may be reduced if available federal funding is reduced or if fewer plans are submitted based on the FY 2022-23 application for **Benzie County**. Any unused grant funds remaining at the end of the grant year will be used to increase the reimbursement for accepted new SARA Title III plans submitted by participating Local Emergency Planning Committees (LEPCs). The Subrecipient's payment per new plan will be recalculated using these funds and the award to the Subrecipient for the number of new plans submitted will be adjusted. This may affect the match amount required for this grant.

Based on the Subrecipient's application, a match amount of **\$413** is required. However, the Subrecipient must be prepared to match all funds received through this grant agreement (which equates to 25% of any federal funds received), as noted in Section III, D of the *Hazardous Materials Emergency Preparedness Planning Grant Instructions* that are enclosed within this grant agreement.

- B. The PHMSA reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish, or otherwise use, and to authorize others to use, for federal government purposes:
1. The copyright in any work developed under this grant, sub-award, or contract under a grant or sub-award; and
  2. Any rights of copyright to which the Recipient, Subrecipient, or a contractor purchases ownership with grant support.

### IV. Responsibilities of the Subrecipient

- A. **Grant funds must supplement, not supplant, state or local funds.** Federal funds must be used to supplement existing funds, not replace (supplant) funds that have been appropriated for the same purpose. Potential supplanting will be carefully reviewed in subsequent monitoring reviews and audits. Subrecipients may be required to supply documentation certifying that a reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds.
- B. The subrecipient shall not use FY 22-23 HMEP funds to generate program income.
- C. In addition to this grant agreement, the Subrecipient shall complete, sign, and submit to the Recipient the following documents, which are incorporated by reference into this grant agreement:
1. Subrecipient Risk Assessment Certification;
  2. HMEP Planning Grant Agreement In-Kind Match form (EMD-063);
  3. Standard Assurances;
  4. Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements;
  5. Audit Certification (EMD-053);
  6. Request for Taxpayer Identification Number and Certification (W-9);
  7. SARA Title III Hazardous Materials, Off-site Emergency Response Plan Update List (EMD 064). This form is located on the MSP/EMHSD website at <http://www.michigan.gov/emhsd> under Hazardous Materials. The form does not need to be completed and returned with the FY 2022-23 HMEP Planning Program grant agreement. It is to be used if and when a list of updated plans is submitted for your grant. Submit the Plan Review List directly to the SARA Title III Planner at the MSP/EMHSD no later than September 15, 2023.
  8. Other documents that may be required by federal or state officials.



- D. The Subrecipient agrees to comply with all applicable federal and state regulations, including, but not limited to, the following:
1. Meet the LEPC eligibility requirements, as stated in the *Hazardous Materials Emergency Preparedness Planning Grant Instructions*, Section II which is included with this grant agreement package.
  2. In accordance with 2 CFR 200.331, the subrecipient permits the recipient to have access to the subrecipient's records and financial statements as necessary for the recipient to meet the requirements of 2 CFR 200.331.
  3. Integrate individuals with disabilities into emergency planning in compliance with Executive Order 13347 and the *Rehabilitation Act of 1973*.
  4. Comply with applicable financial and administrative requirements set forth in the current edition of 2 CFR, Part 200, including, but not limited to, the following provisions:
    - a. Account for receipts and expenditures, maintain adequate financial records, and refund expenditures disallowed by federal or state audit.
    - b. Retain all financial records, statistical records, supporting documents, and other pertinent materials for at least three years after the grant is closed by the awarding federal agency for purposes of federal and/or state examination and audit.
    - c. Non-federal organizations which expend \$750,000 or more in federal funds from all sources during their current fiscal year are required to have an audit performed in accordance with the Single Audit Act of 1984, as amended, and 2 CFR, Part 200.501.
  5. Comply with the Department of Transportation's policy for contracting with small, women-owned, minority disadvantaged businesses, veteran, and HubZone business firms.

#### **V. Responsibilities of the Recipient**

The Recipient, in accordance with the general purposes and objectives of this grant agreement, will:

- A. Administer the grant in accordance with all applicable federal and state regulations and guidelines and submit required reports to the awarding federal agency.
- B. Provide direction and technical assistance to the Subrecipient.
- C. Provide to the Subrecipient any special report forms and reporting formats (templates) required for administration of the program.
- D. Reimburse the Subrecipient, in accordance with this grant agreement, based on appropriate documentation submitted by the Subrecipient.
- E. At its discretion, independently, or in conjunction with the federal awarding agency, conduct random on-site reviews of the Subrecipient(s).

#### **VI. Reporting Procedures**

Submit new and updated SARA Title III (Section 302) community hazardous materials emergency response plans and identify which facility plans were updated on the attached *Plan Update List* form as stated in the FY 2022-23 application to MSP/EMHSD, no later than September 15, 2023 to the MSP/EMHSD District Coordinator. The form for submitting these updates is available on the MSP/EMHSD website located at <http://www.michigan.gov/emhsd>. Complete instructions on how and where to submit required reports can be found in the *Hazardous Materials Emergency Preparedness Planning Grant Instructions* that are included with this grant agreement package. If a support grant was requested, the LEPC must meet the requirements stated in the attached *Hazardous Materials Emergency Preparedness Planning Grant Instructions*, Section IV.B., or forfeit that portion of the grant award.

#### **VII. Payment Procedures**

Upon receipt, review, and acceptance of all work products and other requirements, as referenced in this grant agreement, the Recipient will calculate the payment to be made to the Subrecipient and will forward this



information to the Subrecipient. See the *Hazardous Materials Emergency Preparedness Planning Grant Instructions* document attached within this grant agreement packet for further information.

All Subrecipients in the HMEP grant program must submit documentation on the associated costs being charged to the \$1,500 HMEP support grant. The eligible expenses are laid out in the HMEP \$1,500 Support Grant Certification Form, which will be sent to each LEPC at the close of the federal fiscal year. When a LEPC enters information into this form, the cost will need to be supported by a receipt, time sheet (reflecting hours worked on SARA related planning issues), purchase order or a paid invoice. The support grant form and attachments must be returned to MSP/EMHSD by the assigned due date.

#### **VIII. Employment Matters**

The Subrecipient shall comply with Title VI of the *Civil Rights Act of 1964*, as amended; Title VIII of the *Civil Rights Act of 1968*; Title IX of the *Education Amendments of 1972 (Equal Opportunity in Education Act)*; the *Age Discrimination Act of 1975*; the *Elliott-Larsen Civil Rights Act*, 1976 PA 453, as amended, MCL 37.2101 *et seq.*; and all other federal, state and local fair employment practices and equal opportunity laws and covenants. The Subrecipient shall not discriminate against any employee or applicant for employment, to be employed in the performance of this grant agreement, with respect to his or her hire, tenure, terms, conditions, or privileges of employment; or any matter directly or indirectly related to employment because of his or her race, religion, color, national origin, age, sex, height, weight, marital status, limited English proficiency, or handicap that is unrelated to the individual's ability to perform the duties of a particular job or position. The Subrecipient agrees to include in every contract or subcontract entered into for the performance of this grant agreement this covenant not to discriminate in employment. A breach of this covenant is a material breach of the grant agreement.

The Subrecipient must comply with 2 CFR, Part 1200, *Nonprocurement Suspension and Debarment*, located at <http://www.ecfr.gov>. The Subrecipient shall ensure that no subcontractor, manufacturer, or supplier of the Subrecipient for projects related to this grant agreement appears on the Active Exclusions list on the System for Award Management (SAM) website located at <http://www.sam.gov> (previously this search was performed in the Excluded Parties List System – EPLS).

The Subrecipient must comply with regulation 49 CFR, Part 21, *Nondiscrimination in Federally-Assisted Programs of the Department of Transportation – Effectuation of the Title VI of the Civil Rights Act of 1964* (see related certification form contained in this grant agreement package).

The Subrecipient must comply with regulation 49 CFR, Part 20, *New Restrictions on Lobbying* (see related certification form contained in this grant agreement package).

#### **IX. Limitation of Liability**

The Recipient and the Subrecipient to this grant agreement agree that each must seek its own legal representative and bear its own costs, including judgments, in any litigation that may arise from performance of this grant agreement. It is specifically understood and agreed that neither party will indemnify the other party in such litigation.

*This is not to be construed as a waiver of governmental immunity for either party.*

#### **X. Third Parties**

This grant agreement is not intended to make any person or entity, not a party to this grant agreement, a third-party beneficiary hereof or to confer on a third party any rights or obligations enforceable in their favor.

#### **XI. Grant Agreement Period**

This grant agreement is in full force and effect from October 1, 2022 to September 30, 2023. No costs eligible under this grant agreement shall be incurred before the starting date of this grant agreement, except with prior written approval. This grant agreement may be terminated by either party by giving thirty (30) days written notice to the other party stating reasons for termination and the effective date, or upon the failure of either party to carry



out the terms of the grant agreement. Upon any such termination, the Subrecipient agrees to return to the Recipient any funds not authorized for use, and the Recipient shall have no further obligation to reimburse the Subrecipient.

## **XII. Entire Grant Agreement**

This grant agreement is governed by the laws of the State of Michigan and supersedes all prior agreements, documents, and representations between the Recipient and the Subrecipient, whether expressed, implied, or oral. This grant agreement constitutes the entire agreement between the parties and may not be amended except by written instrument executed by both parties prior to the grant end date. No party to this grant agreement may assign this grant agreement or any of his/her/its rights, interest, or obligations hereunder without the prior consent of the other party. The Subrecipient agrees to inform the Recipient in writing immediately of any proposed changes of dates, budget, or services indicated in this grant agreement, as well as changes of address or personnel affecting this grant agreement. Changes in dates, budget, or services are subject to prior written approval of the Recipient. If any provision of this grant agreement shall be deemed void or unenforceable, the remainder of the grant agreement shall remain valid.

The Recipient may suspend or terminate grant funding to the Subrecipient, in whole or in part, or other measures may be imposed for any of the following reasons:

- A. Failure to expend funds in a timely manner consistent with the grant milestones, guidance, and assurances.
- B. Failure to comply with the requirements or statutory objectives of federal or state law.
- C. Failure to follow grant agreement requirements or special conditions.
- D. Proposal or implementation of substantial plan changes to the extent that, if originally submitted, the project would not have been approved for funding.
- E. Failure to submit required reports.
- F. Filing of a false certification in the application or other report or document.

## **XIII. Business Integrity Clause**

The Recipient may immediately cancel the grant without further liability to the Recipient or its employees if the Subrecipient, an officer of the Subrecipient, or an owner of a 25% or greater share of the Subrecipient is convicted of a criminal offense incident to the application for or performance of a state, public, or private grant or subcontract; or convicted of a criminal offense, including, but not limited to any of the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees; convicted under state or federal antitrust statutes; or convicted of any other criminal offense which, in the sole discretion of the Recipient, reflects on the Subrecipient's business integrity.

## **XIV. Freedom of Information Act (FOIA)**

Much of the information submitted in the course of applying for funding under this program, or provided in the course of grant management activities, may be considered law enforcement-sensitive or otherwise critical to national security interests. This may include threat, risk, and needs assessment information; and discussions of demographics, transportation, public works, and industrial and public health infrastructures. Therefore, each Subrecipient agency Freedom of Information Officer will need to determine what information is to be withheld on a case-by-case basis. The Subrecipient should be familiar with the regulations governing Protected Critical Infrastructure Information (6 CFR, Part 29) and Protection of Sensitive Security Information (49 CFR, Part 1520), as these designations may provide additional protection to certain classes of homeland security information.



**XV. Official Certification**

**For the Subrecipient**

The individual or officer signing this grant agreement certifies by his or her signature that he or she is authorized to sign this grant agreement on behalf of the organization he or she represents. The Subrecipient agrees to complete all requirements specified in this grant agreement.

Benzie County  
Subrecipient Name

DB74Y6IMKCN7  
Subrecipient's UEI Number

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**For the Recipient (Michigan State Police, Emergency Management and Homeland Security Division)**

Capt. Kevin Sweeney  
Printed Name

Commander, Emergency Management  
and Homeland Security Division  
Title



6/13/23

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



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# Memorandum

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To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: June 22, 2023

Subject: **Amendment to the Agreement with Mitch Shapiro for Broadband Consulting Services**

At the June 16<sup>th</sup> Economic Development Committee meeting, the Committee took action to recommend to the Board of Commissioners and amendment to the existing consultant agreement with Mitch Shapiro for his services related to broadband. You will recall that the Board of Commissioners allocated up to \$200,000 for project management related to broadband and it's become apparent that that scope should be broaden. Mr. Shapiro is working with subject matter experts and local groups to assist in the broadband expansion project, in line with Tim Maylone of Cherry Capital Communication.

It has become apparent that the grant funding related to broadband, and their requirements are ever evolving, and the agreement entered into some time ago doesn't meet the total need of the project. With the funding committed in the amount of \$200,000 for project management, the EDC is recommending that the scope of use for that funding be broadened to give Mr. Shapiro the flexibility to work with and hire individuals who are committed to the guidance, and effective digital equity growth in the community. This element is key in grant funding for broadband expansion.

## Recommendation:

That the Board of Commissioners authorize an amendment to the consultant agreement with Mitch Shapiro which broadens the scope of work in relation to digital equity, and outside subject matter expert partnerships, and gives Mr. Shapiro the flexibility to work within Benzie County's purchasing policy, as recommended by the Economic Development Committee.



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# Memorandum

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To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: June 21, 2023

Subject: **Agreement with World Triathlon Corporation for Ironman Event**

The Ironman event is again planned for Benzie County, taking place on September 17, 2023. I recommend again authorizing an agreement with the World Triathlon Corporation for the Ironman event for services provided by the Sheriff's Office, EMS and Emergency Management. This agreement provides that the World Triathlon Corporation will pay certain costs associated with the work performed above and beyond our everyday services.

It is important that Benzie County enters into this agreement with this organization for its event as in years past. The agreement requires proof of insurance coverage to protect Benzie County and its employees and provides accountability.

You will recall that we've streamlined this agreement beginning in 2022 for this event for ease of coordination with the County and the event organizer.

## Recommendation:

That the Board of Commissioners approves the Agreement to Provide EMS Services, Emergency Manager Oversight Services, and Extra Road Patrol Services during the Ironman 70.3 Michigan Race, as prepared by County legal counsel and authorizes the Chair to sign.



**AGREEMENT TO PROVIDE EMS SERVICES, EMERGENCY MANAGER  
OVERSIGHT SERVICES, AND EXTRA PATROL SERVICES  
DURING THE IRONMAN 70.3 MICHIGAN RACE**

THIS AGREEMENT is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2023, by and between the County of Benzie ("County") a municipal corporation and political subdivision of the State of Michigan, on behalf of the Benzie County EMS ("Benzie County EMS") and the Benzie County Sheriff ("Sheriff"), and World Triathlon Corporation, 3407 W. Drive Martin Luther King Jr. Blvd, Suite 100, Tampa, FL 33607 ("Ironman").

Benzie County agrees to provide the following EMS and Sheriff's Office services:

**I. Sheriff's Office.**

- A. The Sheriff will furnish additional special patrol protection during the September 17, 2023, Ironman event, for enforcement of all State laws, subject to the terms and conditions hereinafter contained. The extra patrol shall be on an as needed basis, during the Ironman Event.
- B. The Sheriff shall have discretion in deciding the portions of the total patrol time to be spent on the various route portions based on where, in his professional judgment, the greatest hazards exist, or as requested by the Ironman staff.
- C. The parties recognize that the Sheriff's ability to provide special patrol may be limited by available manpower.
- D. The World Triathlon Corporation agrees to give the Sheriff a two (2) week notice of any additional time or change needed.
- E. All deputy patrols shall be supervised by a Command Officer.
- F. A sworn Deputy Sheriff in full uniform shall operate all deputy patrols. All Deputies shall be directly accountable to the Sheriff.
- G. The World Triathlon Corporation shall reimburse the County of Benzie the sum Forty-Nine and no/100 Dollars (\$49.00) for each hour or part thereof for fractional hours; provided for a Deputy and Police Vehicle, however, the additional cost of a "special vehicle" such as an ORV or a Boat will be One Hundred Fifty and no/100 Dollars (\$150.00) per hour.
- H. The special patrol shall begin and end on September 17, 2023.
- I. Normal Sheriff's Office police protection shall be continued throughout the County and shall not be reduced because of this Agreement, or because of additional police services provided herein.



- J. The Deputies assigned to special patrol shall not be utilized by the World Triathlon Corporation for functions or duties other than those of a law enforcement or police protection nature.
- K. The Sheriff shall provide to the World Triathlon Corporation accounting of the hours, which the Deputies have worked, and equipment used in accordance with this Agreement.
- L. The World Triathlon Corporation shall draft a check payable to the County of Benzie in full (100%) and deliver it to 448 Court Place, Beulah, MI 49617, after services have been rendered.

## **II. Benzie County EMS.**

- A. Benzie County EMS shall provide emergency medical stand-by services in conjunction with the 2023 Ironman (“Race”) on Sunday, September 17, 2023, in Benzie County, Michigan.
- B. The services to be provided by Benzie County EMS are limited to the provision of up to three fully equipped, appropriately staffed ALS Ambulances.
- C. The parties recognize and agree that Benzie County EMS may need to use one of the dedicated ambulances for emergency calls during the Race. However, Benzie County EMS agrees to maintain three dedicated ambulances during the swim portion of the race.
- D. The Benzie County EMS Director will remain at the incident command for the duration of the Race.
- E. Benzie County EMS shall at all times use its best efforts to respond to all requests for emergency medical services through mutual aid agreements or otherwise.
- F. The parties agree that the Benzie County EMS’s prevailing fee for service structure shall apply and will be billed by Benzie EMS to patients treated and/or transported by Benzie EMS in conjunction with the event. Payment for such billed services shall be the responsibility of individual patients.
- G. Ironman agrees to pay the Benzie EMS fees set forth below for the anticipated standby services associated with the Race as invoiced by Benzie EMS. It is understood between the parties that actual services provided by Benzie EMS may differ from the anticipated services. Benzie County EMS will only bill Ironman for the time and number of EMS units actually engaged in covering the Event throughout the day. Payment is due and payable within thirty (30) days from the date of invoice.



| Coverage Dates/Times   | ALS Vehicle Requirements                                    | Anticipated ALS Unit Time | Vehicle Cost Per Hour | Anticipated TOTAL FEE |
|--|---|---------------------------|-----------------------|-----------------------|
|  |   |                           |                       |                       |
| <i>Sunday, September 17, 2023<br/>7:00 a.m. to 6:30 p.m.<br/>Crews arrive: 7:30 a.m.<br/>Location: Frankfort Beach **</i>  | First (1 <sup>st</sup> ) fully staffed & equipped ALS Unit  | 11.5 hours                | \$165.00 per hour     | \$1,897.50            |
| <i>Sunday, September 17, 2023<br/>7:00 a.m. to 6:30 p.m.<br/>Crews arrive: 7:30 a.m.<br/>Location: Elberta Extraction Point **</i>   | Second (2 <sup>nd</sup> ) fully staffed & equipped ALS Unit | 11.5 hours                | \$165.00 per hour     | \$1,897.50            |
| <i>Sunday, September 17, 2023<br/>7:00 a.m. to 6:30 p.m.<br/>Crews arrive: 7:30 a.m.<br/>Location: Frankfort Park/ Launch **</i>   | Third (3 <sup>rd</sup> ) fully staffed & equipped ALS Unit  | 11.5 hours                | \$165.00 per hour     | \$1,897.50            |
|  |   |                           |                       |                       |
| <i>Sunday, September 17, 2023<br/>7:00 a.m. to 6:30 p.m.<br/>Crews arrive: 7:30 a.m.<br/>Location: 5<sup>th</sup> &amp; Main Medical Tent</i>                              | Echo Unit   | 11.5 hours                | \$00 per hour         | \$XX                  |
| <i>Sunday, September 17, 2023<br/>6:30 a.m. to 6:30 p.m.<br/>EMT arrive: 6:30 a.m.</i>   | EMS Director as Operations Incident Command                 | 12 hours                  | \$75.00 per hour      | \$900.00              |
| ANTICIPATED STANDBY SERVICES COST: <b>\$6,592.50</b>   |   |                           |                       |                       |
| Location (For all contracted dates/times): Please see above<br>(**) Units will be mobile to specified race route points after all swimmers are confirmed out of the water. |   |                           |                       |                       |

### III. Additional Services.

- A. The Benzie County Emergency Manager will oversee all Emergency Services for the Race. The Emergency Manager will remain at incident command for the duration of the race and will coordinate all emergency services.
- B. Ironman agrees to reimburse Benzie County for all expenses incurred as a result of providing emergency management services with up to 24 hours for planning and meetings. Benzie County will submit an invoice to Ironman within 15 days after the completion of race. Payment will be made within 30 days.



#### **IV. General Terms and Conditions.**

- A. Term and Termination. The term of this Agreement shall be for Sunday, September 17, 2023. All subsequent arrangements for like services shall be addressed on an individual basis. This Agreement may be terminated by either the County or Ironman with no less than one (1) day written notice to the other party.
- B. Nondiscrimination. Ironman, as required by law, shall not discriminate against a person to be served or an employee or applicant for employment because of race, color, religion, national origin, age, sex, disability that is unrelated to the individual's ability to perform the duties of a particular job or position, height, weight, or marital status.

Ironman shall adhere to all applicable Federal, State and local laws, ordinances, rules and regulations prohibiting discrimination, including, but not limited to, the following:

1. The Elliott-Larsen Civil Rights Act, 1976 PA 453, as amended.
2. The Michigan Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended.
3. Section 504 of the Federal Rehabilitation Act of 1973, P.L. 97-112, 87 Stat 355, and regulations adopted thereunder.
4. The Americans with Disabilities Act of 1990, P.L. 101-336, 104 Stat 327 (42 USC §12101 *et seq.*), as amended, and regulations promulgated thereunder.

Breach of this section shall be regarded as a material breach of this Agreement. In the event Ironman is found not to be in compliance with this section, the County may terminate this Agreement effective as of the date of delivery of written notification to Ironman.

- C. Indemnification. Ironman shall, at its own expense, protect, defend, indemnify, save and hold harmless the County, and its elected and appointed officers, employees and agents from all claims, damages, costs, lawsuits and expenses, including, but not limited to, all costs from administrative proceedings, court costs and attorney fees, that they may incur as a result of any acts, omissions or negligence of Ironman or any of its officers, employees or agents which may arise out of this Agreement. The provisions of this Article shall survive the termination of the Agreement with respect to any claims or liability accruing before such termination.
- D. Insurance. Ironman shall procure and maintain and shall require that all consultants and subcontractors procure and maintain during the term of this Agreement, the insurance coverages outlined below. All coverages shall be with insurance companies licensed and admitted to do business in the State of Michigan. All



coverages shall be with insurance carriers acceptable to the County and who have a minimum A.M. Best Company's Insurance Reports Rating of A or A- (Excellent).

1. Worker's Compensation Insurance. Worker's Compensation Insurance, including Employers Liability Coverage in accordance with all applicable statutes of the State of Michigan. In the event the Consultant uses subcontractors and sub-subcontractors for the performance of services required under this Agreement, the Consultant shall ensure that said subcontractors and sub-subcontractors carry Worker's Compensation Insurance and Employer's Liability Coverage, as required by law.
2. Commercial General Liability Insurance. Commercial General Liability Insurance on an "occurrence basis" with limits of liability of not less than ONE MILLION AND NO/100 DOLLARS (\$1,000,000.00) per occurrence and/or aggregate combined single limit, personal injury, bodily injury and property damage. Coverage shall include the following: (1) Broad Form General Liability Endorsement or equivalent if not in policy proper and (2) Contractual Liability; (3) Products and Completed Operations Coverage; (4) Independent Contractors Coverage, and (5) Deletion of all Explosion, Collapse, and Underground (XCU) exclusion, if applicable.
3. Motor Vehicle Liability. Ironman shall procure and maintain, during the life of this Agreement, Motor Vehicle Liability Insurance, including Michigan No-Fault Coverage, with limits of liability of not less than ONE MILLION AND NO/100 DOLLARS (\$1,000,000.00) per occurrence and annual aggregate, combined single limit, bodily injury and property damage. Coverage shall include all owned, non-owned and hired vehicles.
4. Deductibles. Ironman shall be responsible for paying any deductibles in its insurance coverages.
5. Additional Insured. The Commercial General Liability Insurance Policy and Motor Vehicle Liability Insurance as described above shall include an endorsement stating that the following shall be "Additional Insured"; the County of Benzie, and all the County's elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and board members, including employees and volunteers thereof. Said insurances shall be considered to be primary to the Additional Insureds regardless of whether said other available coverage be primary, contributing or excess.
6. Proof of Insurance. The Consultant shall provide to the County at the time the Agreement is returned by it for execution, with certificates of insurance showing Consultant's possession of the insurances required by this Section.



- E. Governing Law. The validity, interpretation and performance of this Agreement shall be governed by and construed in accordance with the laws of the State of Michigan. The venue for the bringing of any legal or equitable action under this Agreement shall be established in accordance with the statutes of the State of Michigan and Michigan Court Rules. In the event that any action is brought under this Agreement in Federal Court, the venue for such action shall be the Federal Judicial District of Michigan, Western District, Northern Division.

**IN WITNESS WHEREOF**, the parties hereto have executed this Agreement on the dates set forth below.

**COUNTY OF BENZIE**

By: \_\_\_\_\_

Bob Roelofs  
Its: Board Chair

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

**WORLD TRIATHLON CORP.**

By: \_\_\_\_\_

Joel Gaff  
Its: Race Director

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

**APPROVED AS TO FORM FOR COUNTY OF BENZIE:**

**COHL, STOKER & TOSKEY, P.C.**

**By: MATTIS D. NORDEFJORD**

**On: June 12, 2023**



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# Memorandum

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To: Board of Commission

From: Katie Zeits, County Administrator

Date: June 21, 2023

Subject: **Remonumentation**

County Treasurer Michelle Thompson has asked that the Board consider renewing the contract with Crystal Surveying for remonumentation. The purpose of this agreement is to set requirements that must be fulfilled as part of Benzie County's participation in the State Remonumentation Program. Michigan Public Act 345 of 1990, the State Survey and Remonumentation Act coordinates the monumentation and remonumentation of property controlling corners in Michigan, and required the adoption of county remonumentation plans. Benzie County past practice has indicated that the County Treasurer will submit and administer the annual State of Michigan's Survey and Remonumentation Grant.

It is in the best interest of the County to ensure the timeliness and integrity of the Survey and Remonumentation Program by requiring certain conditions be met in order for Benzie County to participate in the State of Michigan Survey and Remonumentation Grant Program.

Therefore, I recommend approval of renewing this contract as requested by Ms. Thompson.

Recommended Motion:

That the Board of Commissioners approves an agreement with Crystal Surveying, LLC for services related to Benzie County remonumentation in the not to exceed amount of \$30,000 and authorizes the Chair to sign, such agreement subject to approval as to its form by legal counsel.



## REMONUMENTATION CONTRACT

### 1. This Agreement

- A. This is an agreement made between the County of Benzie, a Michigan municipal corporation (hereinafter "Benzie County") and Crystal Surveying, L.L.C. (hereinafter "the surveyor").
- B. Benzie County intends to secure the basic surveying services as outlined in section 3 of this Agreement. The surveyor shall perform professional services in accordance with P.A. 123 of 1915, as amended, (particularly as amended by P.A. 345 of 1990, being the State Survey and Remonumentation Act), the Administrative Rules, and other regulations promulgated by the State Survey and Remonumentation Commission, and the approved Benzie County Remonumentation Plan.

### 2. Professional Standards

The standard of care for all surveying services furnished by the surveyor under this agreement will be for the care and skill ordinarily used by members of the surveyor's profession practicing under similar conditions at the same time and in the same locality.

### 3. Work Program

Upon written authorization to proceed, the surveyor will complete the services listed in section 3.B and C of this agreement by November 30, 2023, unless granted an extension by Benzie County.

- A. The specific monuments, by location, to be established or re-established, shall be determined on an annual basis by mutual consent between the county and the surveyor, and listed on "Exhibit A" (attached).
- B. For each corner listed in section 3.A of this agreement, the following shall be done:
  - 1. Corners shall be researched in detail by the surveyor, both on the ground at the site and through review of paper records according to the Benzie County Remonumentation Plan and accepted and proper practices of professional surveyors.
  - 2. The surveyor attends Peer Review for corners that are likely to receive immediate Peer Group Ratification.
    - a. The surveyor should submit the following items:
      - (1) Supporting documentation required by the Peer Group.
      - (2) The prepared (under P.A. 74 of 1970, as amended, guidelines) Corner Recordation Certificate(s), including four witnesses.



- b. If all is in order, action by the Peer Group is to pass a motion of ratification (by majority).
- 3. After the Peer Group has reviewed and ratified a corner, the following steps should occur:
  - a. The Peer Group shall make a motion of ratification, enter it in the Peer Group minutes, and keep on file. The files are located at the Benzie County Government Center, Benzie County Treasurer's Office.
  - b. The surveyor shall place the monument, provided by Benzie County, in the field. A copy of the ratification, with a copy of all supporting documents, check lists, etc. shall be filed in the Peer Group's file, located in the Benzie County Government Center, Benzie County Treasurer's Office.
  - c. After a monument meeting and the specifications of the Benzie County Remonumentation Plan is in place, the surveyor should record the P.A. 74 of 1970 Corner Recordation Certificate(s). It shall be notated on the form (a Benzie County stamp) that the corner has been ratified by the Peer Group under P.A.345 of 1990, and the date of the Peer Group meeting when the corner was ratified.
  - d. The surveyor submitting the corner may bill Benzie County for reimbursement of recording fees.
- 4. The surveyor shall be responsible to perform any additional paper work or documentation as may be required by Benzie County or the State Survey and Remonumentation Commission.

- C. For each corner listed in section 3.A of this agreement that meets the definition of "incidental" corner, the following shall be done:

**Definition of terms:** An incidental corner is one that is voluntarily presented to the Peer Group by a surveyor for ratification. This presumes that all work necessary for ratification by the Peer Group is complete, in the process of carrying out a private contract between the surveyor and client.

- 1. The surveyor attends Peer Review for corners, which are likely to receive immediate Peer Group Ratification.
  - a. The surveyor will submit the following items:
    - (1) Supporting documentation required by the Peer Group.
    - (2) The prepared (under P.A. 74 of 1970, as amended, guidelines) Corner Recordation Certificate(s), including four witnesses.
  - b. If all is in order, action by the Peer Group is to pass a motion of ratification (by majority).
- 2. After the Peer Group has reviewed & ratified a corner, the following should occur:



- a. A motion of ratification shall be made and entered into the minutes of the Peer Group by Benzie County and kept on file in Peer Group files (Benzie County Government Center, Benzie County Treasurer's Office).
  - b. The surveyor shall place the monument, provided by Benzie County, in the field. A copy of the ratification, with a copy of all supporting documents, check lists, etc... shall be filed in the Peer Group's file (Benzie County Government Center, Benzie County Treasurer's Office).
  - c. After a monument meeting and the specifications of the Benzie County Remonumentation Plan is in place, the surveyor should record the P.A. 74 of 1970 Corner Recordation Certificate(s). There shall be a notation on the form (a Benzie County stamp) that the corner has been ratified by the Peer Group under P.A.345 of 1990, and the date of the Peer Group meeting when the corner was ratified.
  - d. The surveyor submitting the corner may bill Benzie County for reimbursement **of recording fees**.
3. The surveyor shall be responsible to perform any additional paper work or documentation as may be required by Benzie County or the State Survey and Remonumentation Commission.

#### 4. Work Performance

At a minimum, the surveyor shall comply with:

- A. Fieldwork shall be performed in accordance with **the "Michigan Manual of Uniform Traffic Control Devices (Part VI-Construction and Maintenance")** and any additional requirements of the Benzie County Road Commission, if any.
- B. Obtain and pay for all necessary permits, if applicable, and comply with all requirements of those permits.
- C. Field traversing for determining mathematical relationships.
- D. Setting, restoring, and perpetuating physical monumentation for government corners under the requirements of P.A. 74 of 1970, as amended.
- E. The establishment of acceptable accessories for all monumented Section corners.
- F. Record keeping of all field activities and corner research, in accord with acceptable County Remonumentation Plan standards. Provide Benzie County with a copy of such records.

#### 5. Insurance

The surveyor shall provide Benzie County an irrevocable statement showing the surveyor has the following insurance:

- A. Workers compensation & employers liability; and
- B. Not less than \$500,000 per occurrence and/or aggregate combined single limit for Personal Injury, Bodily Injury and Property Damage for general liability with the following coverage including broad form general liability endorsement, or equivalent, if not included in policy proper, Benzie County named as Additional Insured<sub>;</sub> and



- C. Not less than \$500,000 per occurrence and/or aggregate combined single limit for vehicle liability, including Michigan No-Fault Coverage including all owned, non-owned, and hired vehicle coverage.

All insurance certificates shall include a requirement Benzie County is to be notified thirty (30) days prior to cancellation of any coverage.

6. Assignment and Cooperation

Subcontracting: Nothing contained in this contract shall prevent surveyor from employing such independent professional associates as contractor to assist in the performance of services hereunder. The contractor is an independent contractor. In such regard, any and all officers, employees, servants and agents of the contractor shall be deemed employees, servants and agents of the contractor and not that of the County.

The surveyor is required to share data, notes, knowledge, and anything else pertinent to performing work for the Benzie County Remonumentation Program with:

- A. Other surveyors contracted to perform work in Benzie County's Remonumentation Program,
- B. The Benzie County Surveyor,
- C. The firm or individual contracted by the County for purposes of establishing Global Positioning System (GPS),
- D. The Benzie County Surveyor's Office, acting as the depository for Peer Review ratified corners, and
- E. ~~And, any~~ member of the Benzie County Peer Group.

The intent, here, is for this contract to require cooperative working relationships and mutual assistance to all contractors, the surveyor, and Benzie County officials involved in the Benzie County Remonumentation program.

7. Payment

- A. The schedule of payments to the surveyor for basic services, additional services, and reimbursable expenses shall be a lump sum, paid within 45 days of the last of the following, which is completed:
  - 1. Benzie County receiving a bill from the surveyor and Benzie County confirming services have been completed, or
  - 2. The State of Michigan provides ~~cash~~-funding under the Remonumentation Program Grant.
- B. The amount of payment shall be the amount listed in the most recently dated Exhibit "A" to this agreement.
- C. Benzie County certifies the funds to meet the terms of this contract currently are in the Treasury of Benzie County, or are in the process of being collected, subject to the same terms and conditions as is, or may be, imposed by the State of Michigan for Remonumentation Grants.

8. Obligation of Benzie County

- A. Benzie County will provide, if requested:
  - 1. Criteria and information made available from the State Survey and Remonumentation Commission,
  - 2. Access to and copies of documentation pertinent to the assignment, subject to normal fees,



3. A Benzie County monument and monument box, if necessary, and
    4. ~~And, p~~Payment of Corner recording fees.
  - B. Benzie County designates Michelle Thompson, Remonumentation Grant Administrator, as Benzie County's representative.
9. Miscellaneous
- A. The Laws of the State of Michigan govern this Agreement.
  - B. All work done under this agreement, including all materials (regardless if stored electronically, magnetically, photographically, on paper and any other means) including but not limited to notes, forms, data, documentation, corner recordation certificates, surveys, copies of other records, shall become the property of Benzie County.
10. Amendments
- If the services proposed or conditions associated with the project significantly change, the parties shall notify each other, meet to arrive at a mutually satisfactory amendment to the agreement, in ink, on signed copies of this agreement, ~~and which~~ shall be initialed by the persons signing this agreement.
11. Termination
- The surveyor or Benzie County may cancel this agreement, ~~or Benzie County~~, provided written notification is given at least thirty days prior to the date of termination. If terminated, all work in progress shall remain the property of the surveyor. In the event of any termination, the surveyor will not be paid for any services rendered to the date of termination.
12. Signatories
- In witness whereof, Benzie County and the surveyor agree to the terms and conditions above described and each binds itself, its partners, and representatives to the other party. This Agreement supersedes all prior written or oral understandings between them. This Agreement and Exhibits may only be amended, supplemented, modified, or canceled by a duly executed, written instrument.

This Agreement is signed by:

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

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

\_\_\_\_\_  
John B. Smendzuik, Professional Surveyor No. 30895  
Crystal Surveying, LLC

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



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  - B. Not less than \$500,000 per occurrence and/or aggregate combined single limit for Personal Injury, Bodily Injury and Property Damage for general liability with the following coverage including broad form general liability endorsement, or equivalent, if not included in policy proper, Benzie County named as Additional Insured; and



- C. Not less than \$500,000 per occurrence and/or aggregate combined single limit for vehicle liability, including Michigan No-Fault Coverage including all owned, non-owned, and hired vehicle coverage.

All insurance certificates shall include a requirement Benzie County is to be notified thirty (30) days prior to cancellation of any coverage.

6. Assignment and Cooperation

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The surveyor is required to share data, notes, knowledge, and anything else pertinent to performing work for the Benzie County Remonumentation Program with:

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The intent, here, is for this contract to require cooperative working relationships and mutual assistance to all contractors, the surveyor, and Benzie County officials involved in the Benzie County Remonumentation program.

7. Payment

- A. The schedule of payments to the surveyor for basic services, additional services, and reimbursable expenses shall be a lump sum, paid within 45 days of the last of the following, which is completed:
  - 1. Benzie County receiving a bill from the surveyor and Benzie County confirming services have been completed, or
  - 2. The State of Michigan provides funding under the Remonumentation Program Grant.
- B. The amount of payment shall be the amount listed in the most recently dated Exhibit "A" to this agreement.
- C. Benzie County certifies the funds to meet the terms of this contract currently are in the Treasury of Benzie County, or are in the process of being collected, subject to the same terms and conditions as is, or may be, imposed by the State of Michigan for Remonumentation Grants.

8. Obligation of Benzie County

- A. Benzie County will provide, if requested:
  - 1. Criteria and information made available from the State Survey and Remonumentation Commission,
  - 2. Access to and copies of documentation pertinent to the assignment, subject to normal fees,



3. A Benzie County monument and monument box, if necessary, and
    4. Payment of Corner recording fees.
  - B. Benzie County designates Michelle Thompson, Remonumentation Grant Administrator, as Benzie County's representative.
9. Miscellaneous
  - A. The Laws of the State of Michigan govern this Agreement.
  - B. All work done under this agreement, including all materials (regardless if stored electronically, magnetically, photographically, on paper and any other means) including but not limited to notes, forms, data, documentation, corner recordation certificates, surveys, copies of other records, shall become the property of Benzie County.
10. Amendments

If the services proposed or conditions associated with the project significantly change, the parties shall notify each other, meet to arrive at a mutually satisfactory amendment to the agreement, in ink, on signed copies of this agreement, which shall be initialed by the persons signing this agreement.
11. Termination

The surveyor or Benzie County may cancel this agreement, provided written notification is given at least thirty days prior to the date of termination. If terminated, all work in progress shall remain the property of the surveyor. In the event of any termination, the surveyor will not be paid for any services rendered to the date of termination.
12. Signatories

In witness whereof, Benzie County and the surveyor agree to the terms and conditions above described and each binds itself, its partners, and representatives to the other party. This Agreement supersedes all prior written or oral understandings between them. This Agreement and Exhibits may only be amended, supplemented, modified, or canceled by a duly executed, written instrument.

This Agreement is signed by:

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

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

\_\_\_\_\_  
John B. Smendzuik, Professional Surveyor No. 30895  
Crystal Surveying, LLC

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



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# Memorandum

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To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: June 22, 2023

Subject: **Replacement Heating and Cooling for EMS Station 2**

Attached are three proposals to replace and upgrade the heating and cooling for EMS Station 2. Director Tom King has indicated the current system is inefficient and also lacks central air. In the spirit of demonstrating value for our employees, Mr. King is recommending that the County accept the proposal from Nye Plumbing and Heating to perform this installation. Work is scheduled to be performed in the next fiscal year.

This will be planned for during budgeting.

Recommendation:

That the Board of Commissioners accepts the proposal from Nye Plumbing and Heating for replacement and upgrades to the heating and cooling system at EMS Station 2 in the not to exceed amount of \$10,000, with funds available in the EMS Fund, building maintenance.





Moore Mechanical  
12760 Honor Hwy  
Honor, MI 49640  
(800) 504-1058  
[www.mooremech.net](http://www.mooremech.net)

**BILL TO**

Benzie County EMS  
448 Court Place  
Beulah, MI 49617

Remit Payment to:  
Moore Mechanical  
12760 Honor Hwy  
Honor, MI 49640

ESTIMATE  
77187463

ESTIMATE DATE  
Jun 01, 2023

**JOB ADDRESS**

Benzie County EMS  
1901 N Thompsonville Hwy Beulah  
Beulah, MI 49617

Job: 77183809

**ESTIMATE DETAILS**

REPLACE FURNACE/AC (Retro): REPLACE FURNACE/AC

| TASK       | DESCRIPTION                     | QTY  | PRICE      | TOTAL      |
|------------|---------------------------------|------|------------|------------|
| RETRO HVAC | Replace system                  | 1.00 | \$9,852.00 | \$9,852.00 |
|            | 1 - Maytag                      |      |            |            |
|            | Up to 95% 60K                   |      |            |            |
|            | Single stage furnace            |      |            |            |
|            | 1 - Coil cabinet                |      |            |            |
|            | 1 - Goodman                     |      |            |            |
|            | GSX130241                       |      |            |            |
|            | 2 Ton up to 13 SEER             |      |            |            |
|            | Condenser                       |      |            |            |
|            | 1 - Line set with control wire. |      |            |            |
|            | 1 - plastic A/C pad             |      |            |            |

**SUB-TOTAL** \$9,852.00

**TAX** \$0.00

**TOTAL** \$9,852.00

**EST. FINANCING** \$196.05

We now offer financing! Ask us about our easy payment plans.

Be sure to include your invoice number in the memo of your check.

Payment is due upon receipt. Please see terms and conditions of payment at [www.mooremech.net/terms.html](http://www.mooremech.net/terms.html)



## CUSTOMER AUTHORIZATION

I hereby authorize work to proceed for the items and tasks as listed on this estimate. Please see [www.mooremech.net/terms](http://www.mooremech.net/terms) for our terms and conditions associated with rendering services or providing materials. By authorizing the proceeding of any items on a estimate, or by paying any invoice, you hereby accept these terms and conditions and agree to the estimated price of \$9,852.00.

Sign here

Date

---



[View & Accept Estimate Online →](#)

Thank You,

Nye Plumbing & Heating  
(231) 882-4959  
6877 Grace Rd  
Benzonia, MI 49616

## Estimate

**Nye** Plumbing & Heating

6877 Grace Rd  
Benzonia MI 49616  
(231) 882-4959,  
Ken@nyeplumbinginc.com

|                   |            |
|-------------------|------------|
| <b>ESTIMATE #</b> | 1902       |
| <b>DATE</b>       | 05/18/2023 |
| <b>PO #</b>       |            |

| <b>CUSTOMER</b>  |
|--|
| Benzie County EMS<br>1901 N Thompsonville Rd<br>Beulah, MI, 49617<br>(231) 534-5611<br><br>matthewdelzio@gmail.com |

| <b>SERVICE LOCATION</b>  |
|--|
| Benzie County EMS<br>1901 N Thompsonville Rd<br>Beulah, MI, 49617<br>(231) 534-5611<br><br>matthewdelzio@gmail.com |

|                    |  |
|--------------------|--|
| <b>DESCRIPTION</b> | PROPOSAL TO INSTALL A MAYTAG MG2R-060 95% MOBILE HOME SINGLE STAGE GAS FURNACE AND GOODMAN GSX13024 13 SEER AIR CONDITIONER. NEW HONEYWELL THERMOSTAT. INCLUDES LABOR AND MATERIALS FOR INSTALLTION. ALSO INCLUDES ELECTRICAL AND PERMIT FEES. |
|--------------------|--|

| <b>CUSTOMER MESSAGE</b> |
|-------------------------|
|                         |

**Estimate Total:** **\$9,965.34**





# O'Brien's

## Heating, Cooling & Refrigeration LLC

Benzie County EMS Station #2  
1901 N. Thompsonville Rd  
Beulah, MI 49617

5-12-2023

Thank you for the opportunity to quote this work for you. If you have any questions in regards to the below proposal please feel free to contact me by phone at 231-299-1391 or via email at obrienshcr@yahoo.com. Your installation will include, but is not limited to, the following.

### New System Package

- Removal of Existing Furnace
- New Miller 96% Eff 2-Stage Furnace
- Aspen Uncased Evap Coil
- Rheem 13 SEER Condensing Unit
- Venting Replacement/Reconnection
- Electrical Reconnection to Furnace
- Gas Line Reconnection
- Control Wiring
- New Thermostat
- Condensate Removal
- Properly Sized Line Set
- Condenser Pad and Electrical Whip
- All Needed Mechanical Permits
- All Needed Labor and Misc. Materials for Installation

**Total Job Cost- \$9,000.00**

### \*\*Payment Terms\*\*

A Down payment is due upon acceptance of the above quote with any and/or all remainder due upon completion of the job. The down payment needed for this project is \$5,500.00. With any and all remaining balance due upon equipment start up.

\*For new construction projects and commercial projects, draws will be made weekly with the remainder due after final mechanical inspection.

### \*\*Electrical\*\*

Electrical work (if needed) for the outdoor unit is to be installed by a licensed electrical contractor.

### \*\*Change Orders\*\*

For any work out of the scope of this bid, a change order will be submitted. No work will be done without a signed change order.



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# Memorandum

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To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: June 22, 2023

Subject: **Replacement Flooring for EMS Station 2**

Attached are two proposals to replace the flooring in EMS Station 2. Director Tom King has indicated that flooring replacement is overdue for this station. Current flooring is buckling and has holes. Mr. King is recommending that the County accept the proposal from LL Flooring of Traverse City and that the work be performed in the next fiscal year.

This will be planned for during budgeting.

Recommendation:

That the Board of Commissioners accepts the proposal from LL Flooring for floor installation at EMS Station 2 in the not to exceed amount of \$8,239, with funds available in the EMS Fund, building maintenance.



## America's carpet barn

Delzio Matt <matthewdelzio@gmail.com>

Thu 6/8/2023 4:24 PM

To: Thomas King <tking@Benzieco.net>

CAUTION: This email originated from outside the Benzie County Email System. Maintain caution when opening external links/attachments.

Here's a quote from Americas carpet barn. Similar price but They only gave us one option of flooring, and it does not look high-quality or desirable.

If we went with the higher quality stuff, it would be closer to 10k.

Please let me know how you would like to proceed

# America's Carpet Barn

961 sq/ft includes allowance for cuts/waste

Special Order Vinyl Plank: Stanton LVP

961 x \$10 sq/ft = \$9610 (Material and Install)

In Stock Vinyl Plank: I would only have enough of the Republic option that you have a sample of. I do not have enough of the Jarvis Sample.

961 x 6.50 sq/ft = \$6246 (Material and Install)

Extras:

Pull/Reset Base = \$900

6 Pcs Quarter Round = \$216

Pull/Reset Stools = \$350

4 Appliances = \$200



Sent from my iPhone





**LL Flooring®**

LL Flooring, Inc.  
Traverse City MI 1128  
2404 S Airport Rd  
TRAVERSE CITY , MI 49684

Phone: (231) 668-9207  
Email: Store128@llflooring.com

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Jun 8, 2023  
2:03:23 PM

# Sales Quotation

## Sold-To-Party

BENZIE COUNTY EMS  
MATT DELZIO  
1901 N THOMPSONVILLE RD  
BEULAH , MI 49617  
Phone: (231) 534-5611  
Email: matthewdelzio@gmail.com

## Ship-To-Party

BENZIE COUNTY EMS  
1901 N THOMPSONVILLE RD  
BEULAH , MI 49617  
Phone: (231) 534-5611  
Email: matthewdelzio@gmail.com

## Information

Quote No. 704154116  
PO Reference 704154116  
Document Date 06/06/2023  
Customer No. 10447831  
  
Validity Dates 06/06/2023 to 07/06/2023  
  
RESIDENTIAL BUILDER LIC # 2102206024  
  
Gross Weight: 1997.386 LB

## Comments

| PRODUCT   | QUANTITY   | PRICE      | AMOUNT       |
|---|------------|------------|--------------|
| 10048820/RVP6PO/1128/110  | 902.88 FT2 | 3.38 USD   | 3,051.73 USD |
| CLX XD Provence Oak 6mm w/pad.<br>Lifetime Warranty   | 38.00 CAR  |            |              |
| Protect carton corners from damage. Stack boxes flat and no more than eight cartons high. Follow installation instructions for the use of moisture protection and proper installation. Refer to product limited warranty for details.   |            |            |              |
| 10050568/ARVP6POWPTM/1128/120   | 15.00 FT   | 4.89 USD   | 73.35 USD    |
| CLX Provence Oak Waterproof TM  | 2.00 PC    |            |              |
| FLATDELIN75/FLATDELIN75/1128/130  | 1.00 ZLD   | 249.00 USD | 249.00 USD   |
| Flat Rate Inside 0-75mi 10K_LBS   |            |            |              |
| INSIDE DELIVERY: 10K LBS or less delivery between 0-75 miles from shipper to customer. Carrier will remove flooring from pallets and bring the cartons into the home and place the product into up to two separate rooms. The carrier will then be responsible for removal of all debris. |            |            |              |
| 10016667/BBA-CTRG/1128/140  | 1.00 EA    | 7.64 USD   | 7.64 USD     |
| Bostik Best Adhesive 10oz Ctrg  |            |            |              |
| 10024578/TL-0184/1128/150   | 1.00 EA    | 13.49 USD  | 13.49 USD    |
| Brad Nail-18G Slight Head-1-3/4" 5000PK.<br>30 day warranty   |            |            |              |
| INSTALLATION SERVICES   | QUANTITY   | PRICE      | AMOUNT       |
| 10037717/IIFCL/1128/10  | 834.00     | 2.29 USD   | 1,909.86 USD |
| Pro Install Click SqFt  |            |            |              |
| 10043446/IMRAR/1128/20  | 253.00     | 3.29 USD   | 832.37 USD   |
| Remove/Reuse existing Base NoCaulk Linft  |            |            |              |
| 10037734/IMTRA/1128/30  | 3.00       | 17.00 USD  | 51.00 USD    |
| Install Transitions per Opening Each  |            |            |              |





**LL Flooring®**

LL Flooring, Inc.  
Traverse City MI 1128  
2404 S Airport Rd  
TRAVERSE CITY , MI 49684

Phone: (231) 668-9207  
Email: Store128@llflooring.com

Page 2 of 2  
2:03:23 PM  
Jun 8, 2023

# Sales Quotation

Quote No. 704154116

| INSTALLATION SERVICES  | QUANTITY | PRICE      | AMOUNT       |
|--|----------|------------|--------------|
| 10037741/IOJAM/1128/40<br>Cut Door Jambs per Door                  | 9.00     | 15.00 USD  | 135.00 USD   |
| 10037732/IOFUH/1128/50<br>Move Additional/Heavy Furniture/Room     | 9.00     | 90.00 USD  | 810.00 USD   |
| 10037762/IRDUM/1128/60<br>Dump Fee                                 | 1.00     | 105.00 USD | 105.00 USD   |
| 10037784/IOFIR/1128/70<br>Undercut Fireplace LinFt                 | 12.00    | 25.00 USD  | 300.00 USD   |
| 10037771/IOTOI/1128/80<br>Remove Toilet/Pedsink-Customer Reinstall | 2.00     | 65.00 USD  | 130.00 USD   |
| 10037722/IOAPP/1128/90<br>Move Appliance(S) No Reconnect Water/Gas | 4.00     | 65.00 USD  | 260.00 USD   |
| 10038302/IMSQR/1128/100<br>Install Shoe or QR LinFt-No Caulk/Paint | 59.00    | 1.80 USD   | 106.20 USD   |
| Items Total:   |          |            | 3,395.21 USD |
| Installation Total:  |          |            | 4,639.43 USD |
| Tax (0.000%) on 4,639.43 USD                                       |          |            | 0.00 USD     |
| Tax (6.000%) on 3,395.21 USD                                       |          |            | 203.71 USD   |
| Final Amount:  |          |            | 8,238.35 USD |



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# Memorandum

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To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*  
Jackie Palfey, Human Resource Manager *Jackie Palfey*

Date: June 22, 2023

Subject: **Infant in the Workplace Policy and Procedure**

Attached is the policy for discussion by the Board. The purpose of this policy is to create an additional option for new parents as they transition back to the workplace after having a child. It also helps remove some of the stress from parents as they seek alternative childcare options.

This policy has been reviewed by Department Heads, Elected Officials, legal review, and provided to employees. Katie discussed the policy with Elected Officials and Department Heads at the staff meeting on June 14, 2023. The general consensus was positive and Department Heads and Elected officials would provide the opportunity for employees to participate in the program.

There is support for the program within Benzie County. This policy creates an alternative to impact the childcare shortage in our region. This program would allow eligible employees who are new mothers, fathers, or legal guardians to bring their infant to work with them from the age of six weeks up to six months.

## RECOMMENDATION

That the Board of Commissioners approves the Infant in the Workplace Policy and Procedures on a pilot program basis for one year at which point a reevaluation of the program will be made.





Updated: 06/22/2023

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## **Infant in the Workplace- Pilot Program**

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### **Section I-Purpose**

It is the purpose of this policy to set forth a program in Benzie County to allow County employees, working in departments that have been deemed to be child-safe work environments, the option of bringing their infant children into the workplace. This program provides an opportunity for employees who need or wish to return to work after the birth, adoption, or foster placement of infants, to do so. Research shows that allowing a parent and infant to remain together in the earliest stage of life supports critical bonding, healthy infant brain development, and parental well-being. Allowing eligible employees to bring infants into the workplace benefits both Benzie County and the employee parent/guardian in that it allows for more continuity of work, decreases time loss, supports a positive work-life balance, and increases employee engagement and job satisfaction.

### **Section II – Scope**

Benzie County employees who are in administrative positions, who are in good standing, and who are parents/legal guardians of one (1) infant child, are subject to the specific job responsibilities of the parent and subject to ensuring the physical safety of the infant. Employees currently involved in disciplinary action are not eligible to participate.

### **Section III – Responsibility/Oversight of Program**

- A. County Administrator
- B. Human Resource Manager

### **Section IV- Definitions/Acronyms**

#### **A. Infant**

An employee's dependent who is between six (6) weeks to six (6) months of age.

#### **B. High-Risk Areas**

Includes any area with hazardous substances or equipment. Examples of high-risk areas include, but are not limited to:

1. Police Departments
2. Emergency Medical Services
3. Other areas where activities are performed where physical hazards are present or locations that are considered unsafe for a child to be present.

#### **C. Parent**

For the purposes of this policy, the term "Parent" will be used to identify an infant's biological parent and legal guardian.

### **Section V- Policy Statement**

The purpose of this Program is to provide a positive work environment that recognizes parents' responsibilities to their jobs and to their infants. This policy acknowledges there are benefits for the employee's family, the employer, and the community when an infant can stay with a parent. Benzie County's Infant-at-Work Program encourages and/or offers the opportunity for new parents to bring their infant to work with them until the infant begins to crawl (not to exceed six (6) months of age).



## **Section VI- Eligibility**

The full-time Benzie County employees who are in administrative-type positions, who are in good standing, and who are parents of an infant child are eligible to participate in the Program. Participation is subject to the specific job responsibilities of the parent and to ensuring the physical safety of the infant. Parents may request a temporary, alternative work assignment if their current assignment is not suitable for participation in the Program. Benzie County will attempt to accommodate such requests based on business and staffing situations at the time of the request but is not required to honor the request. Each parent shall be limited to only one infant participating in the Program at a time. Due to inherent safety hazards, employees in the Sheriff's Office, Animal Control Office, Solid Waste & Recycling Office, Maintenance Department, and the Emergency Medical Services Department are not eligible to participate. Employees currently involved in disciplinary action are not eligible to participate.

1. **Infants** – Infants of full-time employees are eligible to participate in the Program until the infant begins to crawl, subject to the provisions of these guidelines, not to exceed six (6) months of age.
2. **Alternate Care Providers** – Participating parents must select at least two (2) other Benzie County employees to provide alternate backup care for the infant (more than two (2) are encouraged). A minimum of two (2) alternates is required, with no exceptions. If the participating parent cannot find two (2) Alternate Care Providers, they are not eligible to participate in the Program. An Alternate Care Provider may not simultaneously participate in the Program as a parent bringing his or her infant to work and as an Alternate Care Provider for another parent's infant, except in rare situations, and only upon specific written approval by the County Administrator.

## **Section VII- Application Procedure**

Employees wishing to participate in the Benzie County "Infant in the Workplace" Program shall utilize the Infant in the Workplace Procedure (attached).

## **Section VIII- Other**

Benzie County expressly reserves the right to refuse participation or to terminate participation in the Program if the requesting parent's position is deemed unsafe or unsuitable for the presence of an infant.

Benzie County expressly reserves the right to change or revise this policy. Any changes will be conveyed to affected employees as soon as possible after any change or revision.

I, Tammy Bowers, duly elected Clerk for the County of Benzie, Michigan, do hereby certify that the above policy was adopted by the Benzie County Board of Commissioners at a regular Board meeting held on \_\_\_\_\_, 2023.

\_\_\_\_\_  
Tammy Bowers, Benzie County Clerk

Note: This policy may differ for those employees who are members of recognized unions, organizations, or associations. Any questions related to the content of this policy, or its interpretation, should be directed to Human Resources.





Updated: 5/1/2023

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## **Infant in the Workplace- Pilot Program Procedure**

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### **Section I- Procedure**

#### **A. Forms to Complete**

The following forms are required for participation in the program:

- Individual Plan form, which outlines the specifics of the infant's care plan (Attachment 1)
- Parent Agreement, Consent & Waiver forms (Attachment 2)
- Alternate Care Provider Agreement (Attachment 3)

The requesting parent will submit all completed and signed forms to the Human Resource Manager, who will schedule a Pre-Program Meeting (defined below).

#### **B. Pre-Program Meeting**

Before any infant is brought into the workplace, a meeting must take place between the employee (parent), the employee's Department Head and/or Elected Official, and the Human Resource Manager. All parties must review and discuss the request and sign the proposed individual plan, if approved.

#### **C. Requirements for Care Providers**

A parent participating in this program may not leave the building (not even for a short time) without taking the infant with them.

The requesting parent will accept complete responsibility for the safety of the infant. If the parent's duties require that they leave their primary workstation, the parent will take the infant with them. Parents shall not travel with the infant while driving or riding in a County-owned or leased vehicle or while conducting County business offsite.

The parent must provide all supplies and equipment needed to care for the infant at the work site and ensure that the area is kept in a clean and sanitary condition. Diapers must be changed only in a designated restroom and not in work areas. When an infant accompanies a parent to work, used cloth diapers must be stored in a closed container and taken home daily. Used disposable diapers must be wrapped appropriately and discarded in an appropriate container provided by the parent and placed in an area not used by staff for office or meeting space. All supplies utilized by the parent must be maintained in a manner that is not disruptive to the work of other employees. Parents must have daycare or other arrangements in place by the time their baby begins to crawl.

There may be work circumstances that require a parent's full attention such that it may be necessary for parents to make other arrangements for childcare during the utilization of this policy. Parents are expected to work closely with their immediate supervisor and coworkers to ensure that all parties involved are aware of what duties can and cannot be reassigned, and parents are expected to make alternate childcare arrangements when required to do so.



In order for an infant-at-work program to be effective, all parties need to be sensitive to the needs of others. The employee must maintain acceptable work performance and ensure that the presence of the infant does not create any work disturbances. If issues arise that cannot be resolved, the employee understands that the program may be terminated for that employee at the sole discretion of the County Administrator.

Benzie County has provided a lactation room for breastfeeding or expressing milk and other private needs required of an infant's mother. It is located in the Governmental Center on the lower level across from the server room. The lactation room is "a place, other than a bathroom, that is shielded from view and free from intrusion from coworkers and the public," in compliance with Sec. 4207 of the Patient Protection and Affordable Care Act. Benzie County will also provide/identify private locations/restrooms for changing and disposing of diapers.

#### **D. Infant's Location During the Program**

Each parent shall make her/his workstation suitable and safe for the infant, and the infant shall be located primarily at that workstation during the workday. Any and all alterations to the employee's workstation must be approved by their Department Head and/or Elected Official.

#### **E. Quiet Space**

If an infant is fussy for a prolonged period, causing a distraction in the workplace or preventing the parent from accomplishing required work, the parent shall immediately take the infant to a private space until the infant calms down and is quieter. This space can be any available conference room, the lactation room, or the parent's vehicle if the parent sees fit. If the infant does not calm down within thirty minutes while in the quiet space, the parent must remove the infant from Benzie County premises for the remainder of that day. The parent will be charged for time away from work according to leave time provisions of Benzie County's applicable vacation, personal, and short-term leave policies. The employee may flex their time within the same pay period to make up time they had to leave, with their Department Head and/or Elected Official.

#### **F. Other Employees (Non-Alternate Care Providers)**

The infant may be in another employee's workspace for brief intervals if requested by the other employee and approved by the parent. Consideration must be taken to ensure that the environment is always safe for the infant and that other employees are not disturbed. Parents may not ask employees who are not Alternate Care Providers (defined below) to care for their infant at any time.

#### **G. Illness**

A sick infant should not be brought to work. If the infant becomes sick during the day, the infant must be taken out of the workplace for the remainder of the illness. The guidelines set forth in Attachment 4 of this policy are hereby adopted by Benzie County as a means for determining whether a baby is sick.

#### **H. Alternate Care Providers**

The parent shall choose one to two Alternate Care Providers who will care for the infant if the parent needs to attend a meeting, work with a customer, go to the restroom, or during a situation in which the parent is unable to effectively care for the infant for a short time. Each Alternate Care Provider must have previously signed an Alternate Care Provider Agreement form (Attachment 3).



If a parent is going to be unable to care for their infant at work for a period of fewer than one and one-half hours within a four-hour period, the parent shall notify an Alternate Care Provider and place the infant in the Alternate Care Provider's custody.

If the parent is unable to care for their child at work for a period exceeding one and one-half hours within a four-hour period, the parent shall make arrangements for the infant's care outside the Benzie County premises. Each individual Alternate Care Provider in the workplace shall not be permitted to care for an infant for a period exceeding one and one-half hours within any four-hour period (e.g., if two Alternate Care Providers have been selected, each may individually care for the infant for up to one and one-half hours, not to exceed three hours total in one workday).

#### **I. Other Personnel Caring for Infants**

Benzie County understands that other personnel may ask the parent for permission to care for the infant for brief periods of time. This is acceptable at the discretion of the parent as long as the productivity of other personnel is not substantially reduced. Only the Alternate Care Providers are permitted to watch the infant if the parent is unable to care for the infant for a prolonged period of time (See Alternate Care Providers above).

#### **J. Complaints**

All complaints related to this policy must be made directly to the parent's Department Head, Elected Official, or Human Resource Manager. If the reporting employee wishes, complaints will be kept anonymous to the extent possible. The County Administrator, in consultation with the employee's Department Head and/or Elected Official, and the Human Resource Manager shall have final discretion to decide what should be done to resolve the complaint. (See Termination of Eligibility below.) Parents will have the opportunity to review and respond to all complaints before a decision is rendered.

#### **K. Termination of Eligibility**

Participating parents and Alternate Care Providers have the right to terminate their individual agreements at any time. Benzie County has the right to terminate an individual agreement at any time if a parent or Alternate Care Provider's performance declines or if organizational needs are not being met (i.e., complaints and/or disruptions to coworkers cannot be resolved). The employee must maintain acceptable work performance and ensure that the presence of the infant does not create any office disturbances.

The individual agreement may also be terminated if the parent or Alternate Care Provider becomes involved in disciplinary action, if the parent or Alternate Care Provider does not comply with the terms and conditions of their Individual Plan or Alternate Care Provider Agreement, or when complaints have been made that cannot be resolved. Eligibility may also be terminated at the sole discretion of the County Administrator for Benzie County with ten business days' written notice to the employee. When eligibility of the parent is terminated, Benzie County will accommodate the reasonable time needed for the parent to take the baby to an external care arrangement.

#### **L. Other**

Benzie County's Infant-at-Work Program is a voluntary option for employees, subject to approval as outlined in these Program Guidelines, where it is compatible with job requirements.



Other affected employees may request a “baby-free” work environment. Such requests should be made through the Human Resources Department. The County Administrator, in consultation with the employee’s Department Head and/or Elected Official and the Human Resource Manager, shall have final discretion to decide what should be done to resolve the issue.

**M. Other**

Benzie County expressly reserves the right to refuse participation or to terminate participation in the Program if the requesting parent’s position is deemed unsafe or unsuitable for the presence of an infant.

Benzie County expressly reserves the right to change or revise this policy. Any changes will be conveyed to affected employees as soon as possible after any change or revision.

Tammy Bowers, duly elected Clerk for the County of Benzie, Michigan, do hereby certify that the above policy was adopted by the Benzie County Board of Commissioners at a regular Board meeting held on \_\_\_\_\_, 2023.

\_\_\_\_\_  
Tammy Bowers, Benzie County Clerk

Note: This policy may differ for those employees who are members of recognized unions, organizations, or associations. Any questions related to the content of this policy, or its interpretation, should be directed to Human Resources.



ATTACHMENT 1

**BENZIE COUNTY INFANT-AT-WORK PROGRAM**

**INDIVIDUAL CARE PLAN**

**GENERAL INFORMATION**

Name of Parent/Employer: \_\_\_\_\_

Phone: \_\_\_\_\_

Name of Infant: \_\_\_\_\_

Infant's Date of Birth: \_\_\_\_\_

Date Infant Enters Program: \_\_\_\_\_

Latest Date Infant Will Leave Program: \_\_\_\_\_

Days and Times Infant Will be Present in the Workplace: \_\_\_\_\_

**ALTERNATE CARE PROVIDERS**

The following employees have agreed to be alternate care providers who will provide care for my infant when I am unavailable (not to exceed one and one-half hours within a four-hour period).

1. Name/Position: \_\_\_\_\_

2. Name/Position: \_\_\_\_\_

**Note:** Your Alternate Care Providers must work the same general schedule that you do.

**SPECIFIC INFORMATION**

Include any other specific plan information or requirements in the space below (optional):



**IN CASE OF EMERGENCY, PLEASE CONTACT:**

Name: \_\_\_\_\_

Relationship: \_\_\_\_\_

Phone: \_\_\_\_\_

Alternate Phone: \_\_\_\_\_

Name: \_\_\_\_\_

Relationship: \_\_\_\_\_

Phone: \_\_\_\_\_

Alternate Phone: \_\_\_\_\_

I UNDERSTAND THAT THIS PLAN HAS NOT BEEN APPROVED UNTIL I HAVE MET WITH BOTH MY DEPARTMENT HEAD AND/OR ELECTED OFFICIAL AND THE HUMAN RESOURCE MANAGER. I UNDERSTAND THAT IF ANYTHING ABOUT MY PLAN CHANGES, I WILL NEED TO MEET ONCE AGAIN WITH MY DEPARTMENT HEAD AND/OR ELECTED OFFICIAL AND THE HUMAN RESOURCE MANAGER TO DISCUSS THE CHANGES AND TO GET MY NEW PLAN APPROVED.

**Submitted By:**

\_\_\_\_\_  
Signature of Parent/Employee

\_\_\_\_\_  
Date

**Approved By:**

\_\_\_\_\_  
Department Head or Elected Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Human Resource Manager

\_\_\_\_\_  
Date

PLEASE ATTACH YOUR SIGNED ALTERNATE CARE PROVIDER AGREEMENTS TO THIS INDIVIDUAL PLAN.



ATTACHMENT 2

**INFANT-AT-WORK PROGRAM PARENT AGREEMENT, CONSENT, AND  
WAIVER AGREEMENT**

By signing this Agreement, I certify that I have read the Infant-at-Work Program Guidelines (“Program Guidelines”). I understand and agree to comply with the terms and conditions set forth in the Program Guidelines. I further understand and agree that in the event I fail to comply with such terms and conditions or otherwise fail to meet any criteria currently in the Program Guidelines or that may be added to the Program Guidelines and conveyed to me in writing, my Program eligibility may be terminated, requiring me to remove my baby from the workplace within a reasonable period of time.

I acknowledge that Benzie County reserves the right to cancel or retire the Program in part or in its entirety at any time, thus requiring me to remove my infant from the workplace within a reasonable period of time. In this event, I understand that Benzie County will accommodate a reasonable period of time for me to take my infant to a different care setting, not to exceed ten business days.

\_\_\_\_\_  
Signature of Parent/Employee

\_\_\_\_\_  
Date

In consideration of Benzie County permitting me to bring my infant to work with me in compliance with the Program Guidelines, I hereby release, on my own behalf and on behalf of my child, \_\_\_\_\_: (i) Benzie County; (ii) any entity affiliated with Benzie County; and (iii) any of the current or former owners, officers, directors, agents, representatives, insurers, attorneys, successors, assigns, and current employees, including any alternate care providers, if any, of Benzie County and the foregoing entities from any and all claims, liabilities, causes of action and demands of any kind or character, including negligence, whether vicarious, derivative or direct, that I, \_\_\_\_\_, or any of my child’s family members, heirs, or assigns now have or may hereafter have or assert against Benzie County growing out of, resulting from, or connected with this policy and/or with me bringing my infant to work or their presence at work with me. This waiver does not preclude legal remedies for injury due to malice or egregious negligence.

\_\_\_\_\_  
Signature of Parent/Employee

\_\_\_\_\_  
Date



### ATTACHMENT 3

## INFANT-AT-WORK PROGRAM ALTERNATE CARE PROVIDER AGREEMENT

As an Alternate Care Provider, I understand and agree that being a care provider does not relieve me of my responsibilities as an employee of Benzie County. By signing this Agreement, I certify that I have read the Infant-at-Work Policy Guidelines (“Policy Guidelines”). I understand and agree to comply with the terms and conditions set forth in the Policy Guidelines.

When necessary, I will provide care for \_\_\_\_\_ (infant’s name) when \_\_\_\_\_ (parent) is unavailable. My care will not exceed 1.5 hours within any four-hour period.

1. As a care provider, I know I must work the same hours as the infant’s mother or father, so I must have the same general work schedule that they have.
2. I understand that I must obtain my Department Head and/or Elected Official’s approval to participate in this program.
3. If the infant becomes disruptive to other employees, I will take the infant to a quiet area as described in the Policy Guidelines.
4. I understand that the parent may not leave the infant in my care if he/she is going to leave the building.
5. I understand that there is another designated Alternate Care Provider, \_\_\_\_ (Second Alternate Care Provider’s name) whom I may contact for assistance.

I understand that no other person(s) besides the parent, myself, and the other designated Alternate Care Provider are responsible for the infant once the infant has been placed in my care. If another employee asks to take care of or hold the infant, I will first get the parent’s approval in writing.

If I should decide that I no longer wish to be an Alternate Care Provider, I will give the parent and Human Resources at least two weeks’ written notice.



I ACKNOWLEDGE THAT I HAVE READ, UNDERSTAND, AND AGREE TO THE TERMS OF THIS  
ALTERNATE CARE PROVIDER AGREEMENT.

\_\_\_\_\_  
Signature of Alternate Care Provider

\_\_\_\_\_  
Date

\_\_\_\_\_  
Department Head or Elected Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Human Resource Manager

\_\_\_\_\_  
Date



## ATTACHMENT 4

### GUIDELINE FOR EXCLUSION OF SICK CHILDREN

**Guidelines for Exclusion of Children (or Staff Working with  
Children) Who Are Ill, As Recommended in  
*Caring for Our Children: National Health and Safety  
Standards: Guidelines for Out-of-Home Child Care Programs  
(Third Edition)***

If the infant has any of the following conditions and thus poses a risk of the spread of harmful diseases to others, they shall not be brought to work. If they develop these conditions during the workday, the parent shall remove the child from the premises as soon as reasonably possible:

1. An acute change in behavior including lethargy/lack of responsiveness, irritability, persistent crying, difficulty breathing, uncontrolled coughing, noticeable (spreading) rash, or other signs or symptoms of illness until medical evaluation indicates inclusion in the facility.
2. Fever (temperature above 101 degrees Fahrenheit orally, above 102 degrees Fahrenheit rectally, or 100 degrees or higher taken auxiliary (armpit)) and behavior change or other signs and symptoms (e.g., sore throat, rash, vomiting, diarrhea).
3. Uncontrolled diarrhea, that is increased number of stools, increased stool water, and/or decreased form that is not contained by the diaper until diarrhea stops; blood or mucus in the stools not explained by dietary change, medication, or hard stools.
4. Vomiting illness (two or more episodes of vomiting in the previous twenty-four hours) until vomiting resolves or until a health care provider determines the illness to be non-communicable, and the infant is not in danger of dehydration.
5. Abdominal pain that continues for more than two hours or intermittent pain associated with fever or other signs or symptoms of illness.
6. Mouth sores with drooling unless a health care provider or health official determines the condition is non-infectious.
7. Rash with fever or behavior change, until a health care provider determines that these symptoms do not indicate a communicable disease.
8. Purulent conjunctivitis (defined as pink or red conjunctiva with white or yellow eye discharge), until twenty-four hours after treatment has been initiated.
9. Untreated scabies, head lice, or other infestation.
10. Untreated tuberculosis until a health care provider or health official states that the child can attend childcare.
11. Known contagious diseases while still in the communicable stage (e.g., chicken pox)



# Commissioner Reports

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**Art Jeannot**  
**Commissioner Report**  
**June 27, 2023**

- **6/15 – Platte Township**
  - No issues other than working through existing projects with the WBJPC.
- **6/15 – Northern MI Community Action Agency**
  - Business As usual. I did become aware of a program that will be available this Fall for consumers in need of assistance paying their water bill. I will work with Commissioner Nye to share this information with the appropriate community leaders.
- **6/16 – EDC/BRA**
  - A full discussion was held regarding project assistance going forward with our broadband initiative. The BOC will be asked to approve an amendment to Mitch Shapiro's agreement to allow him to contract with resources necessary to complete this project.
  - The State of MI will soon announce the ROBIN grant awards. We fully anticipate that Benzie County will benefit from this award in the amount of \$5M. This money will be used exclusively for broadband access for underserved and unserved properties.
  - We are holding a special meeting on June 29<sup>th</sup> at 11am to discuss the future of the EDC.
  - A presentation was held by Lean and Green MI to gain our support of this initiative in Benzie County. This would be a tool for future building projects. This should be an agenda item for the June 27<sup>th</sup> meeting





27 June 23

Commissioner Cunningham, District 3

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

231.822.4067

#### Attended/Presented

- 14 June PBLighthouse, requests place PBLH link on county website. 20 June, "Paint the Point", plein air artists painting onsite. 8 July, Open House, 18 July, Movie Night. Requests an update on qualifications for county insurance. PBLH is seeking a board member to fulfill treasurer duties.
- 20 June Frankfort City, approved all motions, water and sewer rates to increase 3% annually over the next three years. Approved to deny, Haan ARPA Funds. Successful for phase 1 of Rural Readiness Grant and will move onto phase two. Chief Rob Lozowski reported the communications tower location on "hospital hill", is not adequate. Pickleball and city dog park are asking for QR Codes to fundraise. Workforce housing, Jay White stated in Public Comment, two homes on Grove Place valued at 250K, will sell at 205K. Josh Mills, Superintendent, said "we're getting close on moving forward on Homestretch, 12/2BR units, rent \$950 with utilities per month. Mayor Holwerda, Treasurer/Clerk Spence and Josh Mills responded supportively to information about the county proposed, Baby in work place pilot.
- CLTwp, Public Comment concerning "blight" properties affecting safety and property values.
- 21 June Benzie County Chamber, questions concerning commissioner liaison; Chamber is a private organization and not required to follow OMA. Previous liaison was a member and as such opted to stay for the full meeting. Making Benzie Better(Natural Resources and Recreational Assets), TBA August. Discussed Kinship Care.
- 22 June Airport Authority, to be reported.

#### Community

Frankfort Business Accelerator, to draft a Memo of Understanding- MIHQ/Mark Smith. Housing update, Homestretch/see above/ project cost 2.8 mil, single income 58K, Housing helping to provide for the missing middle. Fisherman's Landing approved in 2009, 30 units higher end condos. Discussed next target group, senior housing(?). Discussed development opportunities.

7&4 TV, VIV23 Art Show interview.

VIV23 Board meetings

24 June VIVArt Show at TCHShow, 4-8pm, VIVartshow.com

Attended Frankfort Rotary meeting, and assorted meetings with constituents.

To attend Land Trust Fundraiser

**Recommended reading: the Strategies document from the 23 May 23 Board of Commissioner packet**



# NEW COTTAGE STYLE HOMES FOR SALE



**THE GROVE PLACE HOMES**  
(4) are located just off the  
east end of Main Street  
in the beautiful city of  
Frankfort, Michigan.

The homes **appraised** on  
the open market for  
**\$274,000**, and will **sell to**  
income-qualified buyers  
for **\$205,500**.

## #20 / #30 / #40 / #50 GROVE PLACE FRANKFORT

- 3 Bedroom / 2 Bath - 1,176 sq. ft.
- 6,250 sq. ft. lots with City water & sewer
- Low maintenance/high quality vinyl siding & smart-board trim
- Durable Mission-style exterior fiberglass doors
- Energy efficient homes with zoned heating and air conditioning

TO LEARN MORE ABOUT COMMUNITY LAND TRUST HOMES AND  
HOW TO QUALIFY, PLEASE VISIT [FRANKFORTLANDTRUST.ORG](http://FRANKFORTLANDTRUST.ORG)



Rhonda Nye  
District IV – Benzonia Township  
Commissioner Report  
June 27, 2023

June 13 – Village of Beulah

- Public meeting will be held for all stakeholders and public, likely at Mills Community House, regarding non-point source grant which will require rain gardens at ends of 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> streets and a storm drain under the trail.
- Andy Campbell, Baker Tilly Financial Advisors, gave a presentation regarding sewer project funding options.
- Peter Maris & David Rowe requested a zoning change for Eden Brook which would allow for the addition of 14 transient short-term rentals to fall under hotel/motel status. More information requested.
- Sewer rate increase approved.

June 14 – Benzonia Township

- Tim Maylone, Cherry Capital, requested approval of a Metro Act Agreement which would move process to the Road Commission for approval. This agreement would allow use of the roads for broadband fiber to homes. Sample resolution to be provided and considered at July meeting.
- New design and cost for proposed fire barn to be provided soon.
- Crystal Lake Watershed Overlay Ordinance update discussed; still being reviewed by attorney and will be considered at July meeting.
- New grant writer has submitted an application for a 2% grant.

June 16 – EDC

- Presentation given by Lean and Green Michigan. Essentially a public/private partnership for long term financing which would require a special assessment against the property tax roll (no cost to taxpayers); incentivizes energy efficient building choices. Recommendation for BOC approval.
- Recommendation to BOC to amend contract with Mitch Shapiro to allow him to secure professional expertise in areas required in ROBIN and BEADS grant applications to advance broadband for all efforts.
- ROBIN grant award announcement expected this week. ROBIN map released prior to announcement appears to show Benzie County as recipient. Next step is 45 day procedural comment period.

June 16 – 19<sup>th</sup> Circuit Court, 85<sup>th</sup> District Court and Manistee Probate Court Security Committee Meeting

- Review of trial: People v. R. Freebold – consensus was that the trial went well.
- Update on Additional Security Personnel and their role in the building.
- End of COVID-19 National Public Health Emergency and what that means for court operations; court services transitioned back to in person.



Tim Markey  
Commissioner Report  
June 27, 2023

June 14th – Homestead Township Board

- Don Schmid, a private citizen who is a pickleball enthusiast, gave a presentation on pickleball and its popularity. The purpose of the presentation was to encourage the township to install some pickleball courts in the park behind the township hall.
- The township is looking to install security cameras up by the baseball field restrooms and pole barn. The push for the cameras is due to re-occurring vandalism.

June 19<sup>th</sup> – LPT (No LEPC this Month)

- Approved 2 annex for the Emergency Operations Plan update process.
  - Fire Service Annex C
  - Health and Medical Annex D
- Rest of the meeting was mostly informational

June 20th – Networks Northwest / Northwest Michigan Works!

- The Audit was presented for both originations, Networks Northwest & Northwest Michigan Works. Both audits were found to present fairly, so great audits.
- Had a presentation from TTCI – Traverse Transportation Coordinating Initiative
  - As of December 29, 2022, Areas of Grand Traverse County were designated as Urban per the 2020 census. With the designation on Urban, that region can apply for much larger federal grants for road projects.
  - They are in the process of creating a MPO (Metropolitan Planning Organization). For more information, please go to the Networks Northwest TTCI [MPO FAQ Link](#)

June 21<sup>st</sup> – Benzie Senior Recourses

- Doug usually provides an excellent update and I'll let him deliver his presentation.

June 26<sup>th</sup> – MAC Judiciary and Public Safety Committee

- Will provide updates as I see necessary



## Tammy Bowers

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**From:** Gary Sauer  
**Sent:** Tuesday, June 20, 2023 4:04 PM  
**To:** Tammy Bowers  
**Subject:** Commissioner Report District 7

6-13 Gilmore Twp. Planning commission public hearing 6-29 at 6 pm. Changes to Article 9 proposed. Approached about an indoor grow operation.

6-13 Weldon Twp. Crystal Commons project ran into difficulties with FAA and MDOT concerns about flight path no action was taken.

6-15 Village of Elberta. Normal business. Still concerns with sufficient employees did hire a new person for the DPW. Still need a deputy clerk.

6-16 Court Security. Discussed the Freebold trial security wise was well handled.  
Still working on enough deputy's and bailiffs.

6-19 School Safety Committee. Discussed building projects at both schools, have had some boots removed causing some concerns but were handled. Homestead Hills still on schedule.

Will have a Road Commission and Maples meeting before the next board meeting I will discuss any relevant information.  
Sent from my iPad



# County Administrator Report

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STUDY

SESSION



**THE BENZIE COUNTY BOARD OF COMMISSIONERS**  
**STUDY SESSION**  
**June 13, 2023**

The Benzie County Board of Commissioners met as a Study Session on Tuesday, June 13, 2023, in the Frank Walterhouse Board Room, 448 Court Place, Government Center, Beulah, Michigan.

The meeting was called to order by Vice Chair Rhonda Nye at 1:30 p.m.

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

The Pledge of Allegiance was recited.

**Agenda:**

Motion by Roelofs, seconded by Sauer, to approve the agenda as amended. Remove Item b - ARPA Housing Project in Thompsonville, and replace it with Discussion Regarding DTRF. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, and Sauer Nays: None Exc: Warsecke Motion carried.

**Minutes:**

Motion by Jeannot, seconded by Roelofs, to approve the Committee of the Whole minutes of May 9, 2023, as presented. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, and Sauer Nays: None Exc: Warsecke Motion carried.

1:32 p.m. Public Comment - None

**Human Resources:**

- a. Jackie Palfey: Provided a written HR update and was available to answer any questions.

**Topics for Continued Discussion:**

- a. Opioid Funding Discussion: Daniel Thorell and Emily Llore, from the Benzie Leelanau Health Department were present and provided a presentation, a Proposal for Benzie County Substance Abuse Assessment, and were available to answer any questions. Discussion was held. Conversations will continue regarding allowable spending of Opioid Funds.
- b. Discussion regarding Delinquent Tax Revolving Fund (DTRF): Commissioner Nye wanted to have a discussion regarding the \$600,000 committed to the lower-level expansion project from the DTRF fund. Is this going to be considered a loan or a valuable use of the funds? When EMS station 2 was loaned funds for the building from the DTRF fund, there was no documentation regarding the loan or how it was to be paid back. We need a clear path on how we are going to use these funds and clear up the funds given for EMS Station 2. Will revisit this at a later date.
- c. Infant in the Workplace pilot program policy: Katie Zeits and Jackie Palfey were present to answer any questions. Discussion was held and additional information has been requested. This will be placed on the June 27, 2023, Board of Commissioners meeting agenda.



**Study Session**

**Page 2 of 2**

**June 13, 2023**

3:01 p.m. Public Comment

Karen Mallon, request that the Board of Commissioners not underestimate your employees here, they are good people. A lot of people came and gave her good information. People had a complaint about the survey. They felt like they were forced into a situation. The benefit does not seem to be equal to everyone. Concerning to hear that if the employee gets the benefit to bring their child to work, this policy could potentially penalize them. Hate to see someone get reprimanded for bringing their child to work but may not be able to keep their child quiet, and they must take the child home.

Rebecca Hubers, Emergency Management, speaks on projectivity level. If someone can come in, I know productivity is diminished because there is a distraction. Based on the fact we do not have excessive employees and the work needs to get done. Even though I may only get 60% out of them for the day, it is better than having them call in and I get zero out of them for that day.

3:04 p.m. Public Comment closed.

Motion by Roelofs, seconded by Markey, to adjourn at 3:05 p.m. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, and Sauer Nays: None Exc: Warsecke Motion carried.

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Rhonda Nye, Vice Chair (BOC)

Tammy Bowers, Benzie County Clerk



# Committee Appointments

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# Correspondence



**BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT**  
**BOARD OF HEALTH MEETING AGENDA**  
**Wednesday, June 28, 2023 – 2:00 p.m.**  
**Leelanau County Government Center-Upper Level Community Meeting Room**  
**8527 E Government Center**  
**Suttons Bay, MI 49682**

**or**

**Electronically, via conference call**

To participate, dial: (213)282-9788 and enter Conference ID: 807 213 701#

**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 May 24, 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. May 2023 - Financial Statements – Action
3. Staff Reports
  - A. Medical Director – Dr. Joshua Meyerson
  - B. Environmental Health Director – Eric Johnston
  - C. Administrative- Dodie Putney

Public Comment Period

Board Comments

Adjourn

Personnel and Finance Comm. Meeting- June 28, 2023 1:00 pm  
Leelanau County Government Center – Upper-Level Community Meeting Room  
Electronically via conference call:  
(213) 282-9788 and enter Conference ID: 807 213 701#



## Tammy Bowers

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**From:** Lisa Pyne <lisa.pyne59@gmail.com>  
**Sent:** Monday, June 19, 2023 10:30 AM  
**To:** Art Jeannot  
**Cc:** Robin Talsma; Rhonda Nye; Matt Wieber; Paul Solem; Alison Michalak; Anne Noah; Katelyn Zeits; Tammy Bowers; kcunninham@benzieco.net; garysauer53@yahoo.com; Bob Roelofs; Tim Markey; ewasecke@benzieco.net  
**Subject:** Re: WBJPC

**CAUTION: This email originated from outside the Benzie County Email System. Maintain caution when opening external links/attachments.**

Hello and good morning,

I have had conversations with a variety of folks regarding your response to my concerns in Benzie County and this is what has been gathered.

It is difficult to respond to the "full compliance" perspective, as the development was never in compliance with many provisions of the Crystal Lake Overlay zoning ordinance, given the steepness of the slopes, including the steepness of the original slope of the 8 lots of record. The clear cut, total removal of vegetation, destabilization of the slope by root removal, movement of earth, creation of the road - all of those actions appear to be non-compliant. In addition, the Building Permit was granted without an approved septic and well permit, which is included in the building permit checklist. Had the appropriate zoning process taken place, such as applying the Special Land Use Permitting process (steep slopes required it) and/or planned residential unit/pud/subdivision, the entire site plan, including private roads, septic, landscaping, tree removal, wetland delineation, requirements for engineered plans and environmental impact studies would have been reviewed and made available for public comment and input, prior to any vegetation removal or earth movement. Instead, land clearing/earth movement began, and construction was allowed without these safeguards in place. The damage was already done before the public was aware and now the best we can hope for at this point is a restorative tree and vegetation plan, a sound engineered stormwater runoff plan, protected natural shoreline and an environmentally sound sanitation system.

Currently, according to documents, the developer has been working to meet the requirements of EGLE for Soil & Erosion and Wetland Protections. Also Benzie County Soil & Erosion, though some with more expertise than I would say that the County requirements and oversight is not very thorough when compared to other counties. The response given below by the county commissioner is a little bit outdated in respect to the sanitation plan. As of the week of June 5, a new application for a standard septic system including drain fields, was submitted and approved. Not all sites have room, however easements into the property outside of the lots of record will be granted. Standard septic systems are better for the lake vs holding tanks, especially holding tanks for rentals of that size, however with the proximity to the lake, and lots so small, it is still concerning. It is unfortunate the developer abandoned the plans for a community septic system. The Benz/Lee Health Dept appears secure in their opinion that it meets code, along with the location of the wells, and that they have a strong code.

As far as I am aware, not all 8 conditions of the private road permit have been met yet. Engineered plans for storm water runoff need to be submitted and acted upon. The new design of standard septic and drain field will impact the plans to build paved parking platforms. In fact parking is a question, given, initially, anyway, they plan on renting these - with 5 bedrooms and additional space - imagine how many cars that might mean? It will also impact the landscaping plan in that caution must be taken on plantings over the drain field.

There has now been a wetland delineation study. The defined wetlands go all the way to the shoreline. The developer held a pre-application meeting with EGLE to understand requirements for activities in the wetlands, according to documents on MIEnviro. This is a positive outcome - the original wetland study was never produced to the public nor discussed until insisted upon at planning meetings. In order to have equipment in the wetlands, build boardwalks, or create an opening to the shoreline, wetland permits will be required (which means plans will need to be produced and adhered to), according to what has been discussed in EGLE's records. Clean up and restoration of the wetlands area



between the homes and the trail still needs to occur, unless completed recently, due to the soil erosion breaches, fill, and compaction.

Going forward, stabilization of the soil/slopes at the site remains a concern until they have a solid plan for erosion and handling runoff, and revegetating the lots and hillside is completed. The developer's rep stated at the last meeting that they do not plan on presenting landscape plans. Without landscape plans, compliance with the zoning ordinance for vegetation removal/vegetation to remain cannot be calculated. Plans for additional paved walkways, parking areas, patios, etc will also need to be assessed to determine compliance with impervious surface percentages. Any activity in the wetlands area, including the shoreline, will need to be monitored closely.

Beyond the finalization of the 8 builds on the previous non-conforming but legal lots of record, the plans for luxury homes on the uplands have not been disclosed. Given all that has transpired, it will be critical to ensure the proper zoning process (Special Land Use Permit) is utilized for transparency and appropriate requirements for environmental protections on very steep slopes.

Without a county planning and zoning or oversight process, it appears that the various governing bodies often operate in silos. It is imperative that the Zoning Administrator and Planning Commissioners ensure all requirements are met on the front end of the process, prior to approving a zoning permit and moving the approvals to the Building Department. Our Soil & Erosion officials should be engaged and knowledgeable of all phases of a project in an environmentally sensitive area, and permit/monitor appropriately. Finally, it is the Building Department that has the final oversight. Building Permits should not be granted until all of appropriate approvals, studies, permits, and conditions have been met. All of this should occur prior to any action at the site, including excavation and vegetation removal.. Other counties, such as Leelanau, operate in this fashion. There is a perception that our township and county are somewhat loose on meeting these requirements - often bypassing the paperwork with verbal agreements and are short on inspections (which did happen in this unfortunate situation). This may have worked fine in a more localized culture, but with the increase of those desiring to urbanize the special and unique character and natural resources of our remarkable area, our quality of life will be impacted if we don't have the appropriate checks and balances in place for environmentally responsible development.

I hope that you take the time to digest this information and consider the effects of our beautiful Benzie County when processes and ordinances are not followed. The citizens would hope that the WBJPC will improve their transparency and give all people access to their agendas, minutes, and notices of meeting changes.

Sincerely,

Lisa Pyne  
Platte Township  
989.277.5955

On Wed, Jun 14, 2023 at 12:22 PM Art Jeannot <[AJeannot@benzieco.net](mailto:AJeannot@benzieco.net)> wrote:

Lisa and Robin,

I have discussed your concerns with the appropriate people. I will break down my response into 2 subjects, Sunkissed Hills development and the organization of the committee.

The development is currently in full compliance. There had been examples of where the developer got ahead of the planning commission regarding permits. All of those issues have been resolved. Holding tanks have been approved by the Benzie/Leelanau Health Department. However it is my understanding that the developer has made application to the St of MI for a community system and they are waiting for a response. If that application is denied, the project can go back to the original design for multiple tanks. As a result they will continue to be in compliance. The roadway/driveway is still waiting for proper permitting. The committee is working through this request.



Regarding the organization of the Planning Commission and its current staffing---the commission appears to be moving forward with the hiring of an assistant. This decision is entirely under the responsibility of the commission. As a county commissioner our influence is limited to county issues that go beyond the township, village and city. I have spoken directly with the Chair for the Planning Commission and the Platte Township Supervisor. They are aware of your concerns and I encourage you to work directly with them.

Art Jeannot

County Commissioner

District 2

231 920 5028

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Lisa Pyne  
989.277.5955



## Benzie Transportation Authority - December 2022 Statement of Activities

|  | Dec 2022          |                   | Oct - Dec 2022    |                   | 2023                | Dec 2021          |                   | Oct - Dec 2021    |                   |
|--|-------------------|-------------------|-------------------|-------------------|---------------------|-------------------|-------------------|-------------------|-------------------|
|  | Actual            | Budget            | Actual            | Budget            | Annual Budget       | Actual            | Budget            | Actual            | Budget            |
| <b>Income</b>                            |                   |                   |                   |                   |                     |                   |                   |                   |                   |
| 40100 - Passenger                        | 8,644.06          | 7,200.00          | 28,973.86         | 24,600.00         | 118,900.00          | 5,180.00          | 6,000.00          | 21,190.01         | 18,000.00         |
| 40200 - Contract Fares                   | 4,422.00          | 5,000.00          | 13,651.00         | 15,000.00         | 60,200.00           | 1,430.00          | 2,500.00          | 9,884.35          | 7,500.00          |
| 40615 - Advertising Income               | 3,987.50          | 3,537.50          | 6,712.50          | 6,275.00          | 20,160.00           | 4,737.50          | 537.50            | 5,812.50          | 1,612.50          |
| 40710 - Sale of Maintenance Services     | 240.93            | 0.00              | 240.93            | 0.00              | 0.00                | 0.00              | 1,250.00          | 0.00              | 3,750.00          |
| 40760 - Gains from Sale Capital Assets   | 0.00              | 0.00              | 0.00              | 0.00              | 0.00                | 0.00              | 0.00              | 0.00              | 0.00              |
| 40800 - Taxes Levied Directly for/by TA  | 142,583.64        | 122,000.00        | 142,591.32        | 122,000.00        | 723,279.40          | 110,659.71        | 140,000.00        | 110,672.43        | 140,000.00        |
| 41101 - State Operating Assistance       | 66,718.00         | 66,718.00         | 200,154.00        | 200,154.00        | 800,615.88          | 55,255.00         | 55,255.00         | 165,765.00        | 165,765.00        |
| 41301 - Section 5311                     | 104,419.50        | 104,419.50        | 104,419.50        | 104,419.50        | 417,677.00          | 85,286.39         | 85,286.39         | 85,286.39         | 85,286.39         |
| 41361 - CRRSA Act                        | 104,419.50        | 104,419.50        | 104,419.50        | 104,419.50        | 417,677.00          | 85,286.39         | 85,286.39         | 85,286.39         | 85,286.39         |
| 41398 - RTAP                             | 233.50            | 500.00            | 233.50            | 800.00            | 5,500.00            | 0.00              | 0.00              | 1,380.45          | 1,250.00          |
| 41400 - Interest Income/Other Revenue    | 3,613.67          | 583.00            | 9,186.72          | 1,753.00          | 7,000.00            | 230.07            | 83.33             | 304.50            | 249.99            |
| <b>Total Income</b>                      | <b>439,282.30</b> | <b>414,377.50</b> | <b>610,582.83</b> | <b>579,421.00</b> | <b>2,571,009.28</b> | <b>348,065.06</b> | <b>376,198.61</b> | <b>485,582.02</b> | <b>508,700.27</b> |
| <b>Expense</b>                           |                   |                   |                   |                   |                     |                   |                   |                   |                   |
| 50101 - Operators Wage                   | 96,837.26         | 97,212.00         | 232,479.75        | 226,824.00        | 842,500.00          | 68,408.46         | 60,000.00         | 170,284.93        | 160,800.00        |
| 50102 - Salary and Other Wage            | 44,413.92         | 46,027.00         | 101,228.73        | 107,393.00        | 398,900.00          | 37,518.88         | 40,000.00         | 92,104.03         | 101,200.00        |
| 50103 - Dispatchers Wage                 | 26,069.70         | 19,304.00         | 61,643.47         | 45,042.00         | 167,300.00          | 21,464.39         | 17,000.00         | 51,369.34         | 39,000.00         |
| 50209 - 457 Co-Match                     | 3,000.00          | 2,640.00          | 6,800.00          | 6,160.00          | 22,880.00           | 5,040.00          | 5,040.00          | 11,600.00         | 11,760.00         |
| 50200 - Fringe Benefits                  | 33,155.81         | 28,441.00         | 93,711.31         | 88,595.00         | 347,651.00          | 25,741.01         | 31,580.02         | 78,677.18         | 81,580.02         |
| 50302 - Marketing Expense                | 1,669.52          | 1,250.00          | 3,302.27          | 3,750.00          | 15,000.00           | 0.00              | 1,250.00          | 1,418.68          | 3,750.00          |
| 50310 - Board Compensation               | 160.00            | 160.00            | 680.00            | 520.00            | 3,920.00            | 520.00            | 460.00            | 1,160.00          | 780.00            |
| 50399 - Service Expense                  | 4,489.57          | 4,467.00          | 28,280.86         | 13,580.00         | 96,650.00           | 3,012.26          | 6,069.37          | 21,748.94         | 24,405.74         |
| 50401 - Fuel - Propane, Diesel, Unleaded | 15,424.69         | 20,332.00         | 49,375.40         | 60,996.00         | 244,000.00          | 10,968.91         | 10,000.00         | 34,440.36         | 30,000.00         |
| 50402 - Tires and Tubes                  | 2,032.84          | 2,000.00          | 6,905.88          | 5,000.00          | 12,500.00           | 578.64            | 0.00              | 1,213.67          | 0.00              |
| 50404 - Major Purchase                   | 0.00              | 875.00            | 0.00              | 875.00            | 3,500.00            | 0.00              | 0.00              | 0.00              | 0.00              |
| 50405 - Office Supplies                  | 609.76            | 600.00            | 2,635.98          | 1,800.00          | 7,200.00            | 443.47            | 716.67            | 1,616.85          | 2,150.01          |
| 50406 - Parts Revenue Vehicles           | 3,387.03          | 2,083.00          | 8,880.44          | 6,249.00          | 25,000.00           | 517.66            | 2,083.33          | 3,475.40          | 6,249.99          |
| 50407 - Parts for Non Revenue Vehicles   | 68.47             | 83.00             | 68.47             | 249.00            | 1,000.00            | 0.00              | 83.33             | 0.00              | 249.99            |
| 50499 - Materials and Supplies           | 1,006.87          | 1,874.00          | 3,430.04          | 5,622.00          | 22,500.00           | 1,656.88          | 1,874.98          | 4,618.60          | 5,624.94          |
| 50500 - Utilities                        | 4,369.32          | 4,381.00          | 11,002.75         | 11,143.00         | 45,228.00           | 4,239.25          | 4,960.00          | 10,720.75         | 11,860.00         |
| 50603 - Insurance                        | 27,700.00         | 25,900.00         | 27,700.00         | 25,900.00         | 51,800.00           | 26,574.50         | 25,900.00         | 26,574.50         | 25,900.00         |
| 50700 - Taxes and Fees                   | 1.00              | 170.00            | 157.73            | 340.00            | 1,900.00            | 905.28            | 180.00            | 1,104.67          | 280.00            |
| 50902 - Travel, Meetings & Training      | 85.49             | 417.00            | 388.26            | 1,251.00          | 5,000.00            | 627.17            | 833.33            | 1,053.20          | 2,499.99          |
| 50903 - Association Dues and Subscript   | 335.00            | 200.00            | 2,478.28          | 2,300.00          | 6,000.00            | 150.00            | 100.00            | 1,982.80          | 2,100.00          |
| 57402 - Ineligible RTAP                  | 420.50            | 500.00            | 467.00            | 800.00            | -5,500.00           | 0.00              | 0.00              | 1,380.45          | 1,250.00          |
| <b>Total Expense</b>                     | <b>265,236.75</b> | <b>258,916.00</b> | <b>641,616.62</b> | <b>614,389.00</b> | <b>2,314,929.00</b> | <b>208,366.76</b> | <b>208,131.03</b> | <b>516,544.35</b> | <b>511,440.68</b> |
| <b>Net Profit or Loss</b>                | <b>174,045.55</b> | <b>155,461.50</b> | <b>-31,033.79</b> | <b>-34,968.00</b> | <b>256,080.28</b>   | <b>139,698.30</b> | <b>168,067.58</b> | <b>-30,962.33</b> | <b>-2,740.41</b>  |

Reconciled balances as of December 31, 2022

|                                     |                       |
|-------------------------------------|-----------------------|
| Honor Bank Checking                 | \$11,469.57           |
| Honor Bank - Savings                | \$1,558.48            |
| Honor Bank - Money Mkt.             | \$122,318.38          |
| MichiganClass-liquid asset security | \$1,025,771.09        |
| <b>Total</b>                        | <b>\$1,149,647.95</b> |



## Benzie Transportation Authority - January 2023 Statement of Activities

|  | Jan 2023          |                   | Oct - Jan 2023    |                   | 2023                | Jan 2022          |                   | Oct - Jan 2022    |                   |
|--|-------------------|-------------------|-------------------|-------------------|---------------------|-------------------|-------------------|-------------------|-------------------|
|  | Actual            | Budget            | Actual            | Budget            | Annual Budget       | Actual            | Budget            | Actual            | Budget            |
| <b>Income</b>                            |                   |                   |                   |                   |                     |                   |                   |                   |                   |
| 40100 - Passenger                        | 11,790.62         | 10,200.00         | 40,764.48         | 34,800.00         | 118,900.00          | 9,261.93          | 5,600.00          | 30,519.79         | 23,600.00         |
| 40200 - Contract Fares                   | 5,467.50          | 4,000.00          | 19,118.50         | 19,000.00         | 60,200.00           | 1,925.85          | 1,900.00          | 11,810.20         | 9,400.00          |
| 40615 - Advertising Income               | 537.50            | 537.50            | 7,250.00          | 6,812.50          | 20,160.00           | 537.50            | 1,737.50          | 6,350.00          | 3,350.00          |
| 40710 - Sale of Maintenance Services     | 0.00              | 0.00              | 240.93            | 0.00              | 0.00                | 421.60            | 1,250.00          | 421.60            | 5,000.00          |
| 40760 - Gains from Sale Capital Assets   | 0.00              | 0.00              | 0.00              | 0.00              | 0.00                | 0.00              | 0.00              | 0.00              | 0.00              |
| 40800 - Taxes Levied Directly for/by TA  | 241,636.21        | 230,000.00        | 384,227.53        | 352,000.00        | 723,279.40          | 242,809.85        | 160,000.00        | 353,482.28        | 300,000.00        |
| 41101 - State Operating Assistance       | 66,718.00         | 66,718.00         | 266,872.00        | 266,872.00        | 800,615.88          | 55,255.00         | 55,255.00         | 221,020.00        | 221,020.00        |
| 41301 - Section 5311                     | 0.00              | 0.00              | 104,171.50        | 104,171.50        | 416,687.00          | 0.00              | 0.00              | 94,762.63         | 94,762.63         |
| 41361 - CRRSA Act                        | 0.00              | 0.00              | 104,171.50        | 104,171.50        | 416,687.00          | 0.00              | 0.00              | 94,762.63         | 94,762.63         |
| 41398 - RTAP                             | 389.50            | 1,000.00          | 623.00            | 1,800.00          | 5,500.00            | 0.00              | 0.00              | 1,380.45          | 1,250.00          |
| 41400 - Interest Income/Other Revenue    | 4,367.11          | 583.00            | 13,561.08         | 2,336.00          | 7,000.00            | 100.24            | 83.33             | 404.74            | 333.32            |
| <b>Total Income</b>                      | <b>330,906.44</b> | <b>313,038.50</b> | <b>941,000.52</b> | <b>891,963.50</b> | <b>2,569,029.28</b> | <b>310,311.97</b> | <b>225,825.83</b> | <b>814,914.32</b> | <b>753,478.58</b> |
| <b>Expense</b>                           |                   |                   |                   |                   |                     |                   |                   |                   |                   |
| 50101 - Operators Wage                   | 68,963.99         | 64,808.00         | 301,443.74        | 291,632.00        | 842,500.00          | 50,741.75         | 40,000.00         | 221,571.88        | 200,800.00        |
| 50102 - Salary and Other Wage            | 32,011.83         | 30,685.00         | 133,240.56        | 138,078.00        | 398,900.00          | 26,256.70         | 28,700.00         | 117,953.05        | 129,900.00        |
| 50103 - Dispatchers Wage                 | 22,031.92         | 12,869.00         | 83,675.39         | 57,911.00         | 167,300.00          | 16,260.44         | 10,000.00         | 67,152.43         | 49,000.00         |
| 50209 - 457 Co-Match                     | 1,800.00          | 1,760.00          | 8,600.00          | 7,920.00          | 22,880.00           | 3,440.00          | 3,360.00          | 15,040.00         | 15,120.00         |
| 50200 - Fringe Benefits                  | 27,787.01         | 25,077.00         | 121,493.58        | 113,672.00        | 347,651.00          | 21,765.93         | 26,520.02         | 100,314.05        | 108,100.04        |
| 50302 - Marketing Expense                | 726.00            | 1,250.00          | 5,052.27          | 5,000.00          | 15,000.00           | 561.00            | 1,250.00          | 1,979.68          | 5,000.00          |
| 50310 - Board Compensation               | 280.00            | 400.00            | 960.00            | 920.00            | 3,920.00            | 40.00             | 0.00              | 1,200.00          | 780.00            |
| 50399 - Service Expense                  | 17,260.71         | 13,687.00         | 46,704.78         | 27,267.00         | 96,650.00           | 1,619.96          | 4,514.37          | 23,368.90         | 28,920.11         |
| 50401 - Fuel - Propane, Diesel, Unleaded | 15,872.78         | 20,332.00         | 65,248.18         | 81,328.00         | 244,000.00          | 11,455.19         | 10,000.00         | 45,895.55         | 40,000.00         |
| 50402 - Tires and Tubes                  | 0.00              | 2,000.00          | 6,905.88          | 7,000.00          | 12,500.00           | 0.00              | 0.00              | 1,213.67          | 0.00              |
| 50404 - Major Purchase                   | 0.00              | 0.00              | 0.00              | 875.00            | 3,500.00            | 0.00              | 0.00              | 0.00              | 0.00              |
| 50405 - Office Supplies                  | 753.54            | 600.00            | 3,389.52          | 2,400.00          | 7,200.00            | 440.62            | 716.67            | 2,057.47          | 2,866.68          |
| 50406 - Parts Revenue Vehicles           | 1,232.26          | 2,083.00          | 9,961.37          | 8,332.00          | 25,000.00           | 1,060.19          | 2,083.33          | 4,535.59          | 8,333.32          |
| 50407 - Parts for Non Revenue Vehicles   | 0.00              | 83.00             | 68.47             | 332.00            | 1,000.00            | 0.00              | 83.33             | 0.00              | 333.32            |
| 50499 - Materials and Supplies           | 1,803.06          | 1,874.00          | 5,136.41          | 7,496.00          | 22,500.00           | 1,608.81          | 1,874.98          | 6,227.41          | 7,499.92          |
| 50500 - Utilities                        | 4,681.54          | 4,631.00          | 15,740.71         | 15,774.00         | 45,228.00           | 4,450.27          | 5,190.00          | 15,171.02         | 17,050.00         |
| 50603 - Insurance                        | 0.00              | 0.00              | 27,700.00         | 25,900.00         | 51,800.00           | 0.00              | 0.00              | 26,574.50         | 25,900.00         |
| 50700 - Taxes and Fees                   | 1,500.00          | 170.00            | 1,657.73          | 510.00            | 1,900.00            | 460.70            | 180.00            | 1,565.37          | 460.00            |
| 50902 - Travel, Meetings & Training      | 220.44            | 417.00            | 609.31            | 1,668.00          | 5,000.00            | 193.10            | 833.33            | 1,246.30          | 3,333.32          |
| 50903 - Association Dues and Subscript   | 35.00             | 1,200.00          | 2,513.28          | 3,500.00          | 6,000.00            | 1,065.00          | 800.00            | 3,047.80          | 2,900.00          |
| 57402 - Ineligible RTAP                  | 1,530.90          | 1,000.00          | 2,006.40          | 1,800.00          | -5,500.00           | 0.00              | 0.00              | 1,380.45          | 1,250.00          |
| <b>Total Expense</b>                     | <b>198,490.98</b> | <b>184,926.00</b> | <b>842,107.58</b> | <b>799,315.00</b> | <b>2,314,929.00</b> | <b>141,419.66</b> | <b>136,106.03</b> | <b>657,495.12</b> | <b>647,546.71</b> |
| <b>Net Profit or Loss</b>                | <b>132,415.46</b> | <b>128,112.50</b> | <b>98,892.94</b>  | <b>92,648.50</b>  | <b>254,100.28</b>   | <b>168,892.31</b> | <b>89,719.80</b>  | <b>157,419.20</b> | <b>105,931.87</b> |

Reconciled balances as of January 31, 2023

|                                     |                       |
|-------------------------------------|-----------------------|
| Honor Bank Checking                 | \$5,531.25            |
| Honor Bank - Savings                | \$1,558.48            |
| Honor Bank - Money Mkt.             | \$91,745.00           |
| MichiganClass-liquid asset security | \$1,170,120.00        |
| <b>Total</b>                        | <b>\$1,263,423.48</b> |



## Benzie Transportation Authority - February 2023 Income Statement

|  | Feb 2023          |                   | Oct - Feb 2023      |                     | 2023                | Feb 2022          |                   | Oct - Feb 2022      |                     |
|--|-------------------|-------------------|---------------------|---------------------|---------------------|-------------------|-------------------|---------------------|---------------------|
|  | Actual            | Budget            | Actual              | Budget              | Annual Budget       | Actual            | Budget            | Actual              | Budget              |
| <b>Income</b>                            |                   |                   |                     |                     |                     |                   |                   |                     |                     |
| 40100 - Passenger                        | 10,720.68         | 9,100.00          | 51,485.16           | 43,900.00           | 118,900.00          | 6,922.04          | 5,600.00          | 38,270.72           | 29,200.00           |
| 40200 - Contract Fares                   | 4,921.00          | 4,000.00          | 23,784.50           | 23,000.00           | 60,200.00           | 1,676.00          | 1,900.00          | 12,786.20           | 11,300.00           |
| 40615 - Advertising Income               | 537.50            | 537.50            | 7,787.50            | 7,350.00            | 20,160.00           | 537.50            | 537.50            | 6,887.50            | 3,887.50            |
| 40710 - Sale of Maintenance Services     | 0.00              | 0.00              | 240.93              | 0.00                | 0.00                | 0.00              | 1,250.00          | 421.60              | 6,250.00            |
| 40760 - Gains from Sale Capital Assets   | 0.00              | 0.00              | 0.00                | 0.00                | 0.00                | 0.00              | 0.00              | 0.00                | 0.00                |
| 40800 - Taxes Levied Directly for/by TA  | 248,790.14        | 260,000.00        | 633,017.67          | 612,000.00          | 723,279.40          | 232,470.81        | 280,000.00        | 585,953.09          | 580,000.00          |
| 40810 - Donations                        | 0.00              | 0.00              | 0.00                | 0.00                | 0.00                | 50.00             | 0.00              | 50.00               | 0.00                |
| 41101 - State Operating Assistance       | 66,718.00         | 66,718.00         | 333,590.00          | 333,590.00          | 800,615.88          | 55,255.00         | 55,255.00         | 276,275.00          | 276,275.00          |
| 41301 - Section 5311                     | 0.00              | 0.00              | 104,171.50          | 104,171.50          | 416,687.00          | 0.00              | 0.00              | 94,762.63           | 94,762.63           |
| 41361 - CRRSA Act                        | 0.00              | 0.00              | 104,171.50          | 104,171.50          | 416,687.00          | 0.00              | 0.00              | 94,762.63           | 94,762.63           |
| 41398 - RTAP                             | 0.00              | 0.00              | 623.00              | 1,800.00            | 5,500.00            | 0.00              | 0.00              | 1,380.45            | 1,250.00            |
| 41400 - Interest Income/Other Revenue    | 4,716.77          | 583.00            | 18,277.85           | 2,919.00            | 7,000.00            | 113.59            | 83.33             | 518.33              | 416.65              |
| <b>Total Income</b>                      | <b>336,404.09</b> | <b>340,938.50</b> | <b>1,277,149.61</b> | <b>1,232,902.00</b> | <b>2,569,029.28</b> | <b>297,024.94</b> | <b>344,625.83</b> | <b>1,112,068.15</b> | <b>1,098,104.41</b> |
| <b>Expense</b>                           |                   |                   |                     |                     |                     |                   |                   |                     |                     |
| 50101 - Operators Wage                   | 66,425.51         | 64,808.00         | 367,869.25          | 356,440.00          | 842,500.00          | 47,773.28         | 40,000.00         | 269,345.16          | 240,800.00          |
| 50102 - Salary and Other Wage            | 32,502.05         | 30,685.00         | 165,742.61          | 168,763.00          | 398,900.00          | 25,844.10         | 28,000.00         | 143,797.15          | 157,900.00          |
| 50103 - Dispatchers Wage                 | 17,568.94         | 12,869.00         | 101,244.33          | 70,780.00           | 167,300.00          | 13,854.93         | 10,000.00         | 81,007.36           | 59,000.00           |
| 50209 - 457 Co-Match                     | 1,860.00          | 1,760.00          | 10,460.00           | 9,680.00            | 22,880.00           | 3,360.00          | 3,360.00          | 18,400.00           | 18,480.00           |
| 50200 - Fringe Benefits                  | 28,593.99         | 25,077.00         | 150,087.57          | 138,749.00          | 347,651.00          | 24,288.92         | 24,431.27         | 124,602.97          | 132,531.31          |
| 50302 - Marketing Expense                | 194.79            | 1,250.00          | 5,223.06            | 6,250.00            | 15,000.00           | 404.90            | 1,250.00          | 2,936.58            | 6,250.00            |
| 50310 - Board Compensation               | 200.00            | 160.00            | 1,160.00            | 1,080.00            | 3,920.00            | 160.00            | 460.00            | 1,360.00            | 1,240.00            |
| 50399 - Service Expense                  | 4,587.63          | 6,037.00          | 51,292.41           | 33,304.00           | 96,650.00           | 2,093.19          | 4,514.37          | 25,505.41           | 33,434.48           |
| 50401 - Fuel - Propane, Diesel, Unleaded | 16,187.75         | 20,334.00         | 81,435.93           | 101,662.00          | 244,000.00          | 11,118.09         | 10,000.00         | 57,013.64           | 50,000.00           |
| 50402 - Tires and Tubes                  | 540.21            | 0.00              | 7,446.09            | 7,000.00            | 12,500.00           | 0.00              | 0.00              | 1,213.67            | 0.00                |
| 50404 - Major Purchase                   | 0.00              | 0.00              | 0.00                | 875.00              | 3,500.00            | 0.00              | 0.00              | 0.00                | 0.00                |
| 50405 - Office Supplies                  | 145.42            | 600.00            | 3,534.94            | 3,000.00            | 7,200.00            | 491.46            | 716.67            | 2,273.02            | 3,583.35            |
| 50406 - Parts Revenue Vehicles           | 3,156.72          | 2,083.00          | 13,118.09           | 10,415.00           | 25,000.00           | 2,845.21          | 2,083.33          | 7,380.80            | 10,416.65           |
| 50407 - Parts for Non Revenue Vehicles   | 0.00              | 83.00             | 68.47               | 415.00              | 1,000.00            | 16.95             | 83.33             | 16.95               | 416.65              |
| 50499 - Materials and Supplies           | 1,777.36          | 1,874.00          | 6,913.77            | 9,370.00            | 22,500.00           | 2,870.82          | 1,874.98          | 9,028.19            | 9,374.90            |
| 50500 - Utilities                        | 4,657.18          | 4,731.00          | 20,397.89           | 20,505.00           | 45,228.00           | 5,165.26          | 5,190.00          | 20,339.93           | 22,240.00           |
| 50603 - Insurance                        | 0.00              | 0.00              | 27,700.00           | 25,900.00           | 51,800.00           | 0.00              | 0.00              | 26,574.50           | 25,900.00           |
| 50700 - Taxes and Fees                   | 171.29            | 170.00            | 1,829.02            | 680.00              | 1,900.00            | 30.29             | 180.00            | 1,595.66            | 640.00              |
| 50902 - Travel, Meetings & Training      | 138.78            | 417.00            | 748.09              | 2,085.00            | 5,000.00            | 325.99            | 833.33            | 1,572.29            | 4,166.65            |
| 50903 - Association Dues and Subscript   | 4,384.76          | 600.00            | 6,898.04            | 4,100.00            | 6,000.00            | 530.00            | 1,800.00          | 3,577.80            | 4,700.00            |
| 57402 - Ineligible RTAP                  | 3,359.80          | 0.00              | 5,366.20            | 1,800.00            | -5,500.00           | 0.00              | 0.00              | 1,380.45            | 1,250.00            |
| <b>Total Expense</b>                     | <b>186,452.18</b> | <b>173,538.00</b> | <b>1,028,535.76</b> | <b>972,853.00</b>   | <b>2,314,929.00</b> | <b>141,173.39</b> | <b>134,777.28</b> | <b>798,921.53</b>   | <b>782,323.99</b>   |
| <b>Net Profit or Loss</b>                | <b>149,951.91</b> | <b>167,400.50</b> | <b>248,613.85</b>   | <b>260,049.00</b>   | <b>254,100.28</b>   | <b>155,851.55</b> | <b>209,848.55</b> | <b>313,146.62</b>   | <b>315,780.42</b>   |

Reconciled balances as of February 28, 2023

|                                     |                       |
|-------------------------------------|-----------------------|
| Honor Bank Checking                 | \$27,097.20           |
| Honor Bank - Savings                | \$1,558.48            |
| Honor Bank - Money Mkt.             | \$74,733.66           |
| MichiganClass-liquid asset security | \$1,549,815.85        |
| <b>Total</b>                        | <b>\$1,626,107.99</b> |



## Benzie Transportation Authority - March 2023 Income Statement

|  | March 2023        |                   | Oct - March 2023    |                     | 2023                | March 2022        |                   | Oct - March 2022    |                     |
|--|-------------------|-------------------|---------------------|---------------------|---------------------|-------------------|-------------------|---------------------|---------------------|
|  | Actual            | Budget            | Actual              | Budget              | Annual Budget       | Actual            | Budget            | Actual              | Budget              |
| <b>Income</b>                            |                   |                   |                     |                     |                     |                   |                   |                     |                     |
| 40100 - Passenger                        | 8,447.20          | 9,000.00          | 59,932.36           | 52,900.00           | 118,900.00          | 5,890.43          | 7,600.00          | 44,387.53           | 36,800.00           |
| 40200 - Contract Fares                   | 4,463.50          | 4,000.00          | 28,091.00           | 27,000.00           | 60,200.00           | 5,821.00          | 1,900.00          | 19,737.70           | 13,200.00           |
| 40615 - Advertising Income               | 537.50            | 1,737.50          | 8,325.00            | 9,087.50            | 20,160.00           | 537.50            | 1,737.50          | 7,425.00            | 5,625.00            |
| 40710 - Sale of Maintenance Services     | 0.00              | 0.00              | 240.93              | 0.00                | 0.00                | 740.35            | 1,250.00          | 1,161.95            | 7,500.00            |
| 40760 - Gains from Sale Capital Assets   | 0.00              | 0.00              | 0.00                | 0.00                | 0.00                | 0.00              | 0.00              | 0.00                | 0.00                |
| 40800 - Taxes Levied Directly for/by TA  | 90,094.96         | 75,000.00         | 723,112.63          | 687,000.00          | 723,279.40          | 56,955.48         | 80,000.00         | 642,908.57          | 660,000.00          |
| 40810 - Donations                        | 0.00              | 0.00              | 0.00                | 0.00                | 0.00                | 0.00              | 0.00              | 50.00               | 0.00                |
| 41101 - State Operating Assistance       | 66,718.00         | 66,718.00         | 400,308.00          | 400,308.00          | 800,615.88          | 55,255.00         | 55,255.00         | 331,530.00          | 331,530.00          |
| 41301 - Section 5311                     | 102,210.00        | 104,171.50        | 206,381.50          | 208,343.00          | 416,687.00          | 84,847.00         | 94,762.63         | 179,609.63          | 189,525.26          |
| 41361 - CRRSA Act                        | 102,210.00        | 104,171.50        | 206,381.50          | 208,343.00          | 416,687.00          | 84,847.00         | 94,762.63         | 179,609.63          | 189,525.26          |
| 41398 - RTAP                             | 1,078.30          | 0.00              | 1,701.30            | 1,800.00            | 5,500.00            | 0.00              | 0.00              | 1,380.45            | 1,250.00            |
| 41400 - Interest Income/Other Revenue    | 6,496.75          | 583.00            | 24,774.60           | 3,502.00            | 7,000.00            | 154.36            | 83.33             | 672.69              | 499.98              |
| <b>Total Income</b>                      | <b>382,256.21</b> | <b>365,381.50</b> | <b>1,659,248.82</b> | <b>1,598,283.50</b> | <b>2,569,029.28</b> | <b>295,048.12</b> | <b>337,351.09</b> | <b>1,408,473.15</b> | <b>1,435,455.50</b> |
| <b>Expense</b>                           |                   |                   |                     |                     |                     |                   |                   |                     |                     |
| 50101 - Operators Wage                   | 53,903.64         | 64,808.00         | 419,351.23          | 421,248.00          | 842,500.00          | 37,736.08         | 40,000.00         | 311,739.05          | 280,800.00          |
| 50102 - Salary and Other Wage            | 27,844.58         | 30,685.00         | 196,705.64          | 199,448.00          | 398,900.00          | 24,189.09         | 28,000.00         | 189,573.66          | 185,900.00          |
| 50103 - Dispatchers Wage                 | 16,326.02         | 12,869.00         | 116,873.56          | 83,649.00           | 167,300.00          | 10,756.67         | 10,000.00         | 92,241.38           | 69,000.00           |
| 50209 - 457 Co-Match                     | 1,800.00          | 1,760.00          | 12,260.00           | 11,440.00           | 22,880.00           | 3,600.00          | 3,360.00          | 22,000.00           | 21,840.00           |
| 50200 - Fringe Benefits                  | 38,162.06         | 35,077.00         | 188,598.63          | 173,826.00          | 347,651.00          | 40,650.32         | 32,884.60         | 166,043.07          | 165,415.91          |
| 50302 - Marketing Expense                | 268.00            | 1,250.00          | 5,815.06            | 7,500.00            | 15,000.00           | 277.87            | 1,250.00          | 3,214.45            | 7,500.00            |
| 50310 - Board Compensation               | 480.00            | 560.00            | 1,640.00            | 1,640.00            | 3,920.00            | 480.00            | 0.00              | 1,840.00            | 1,240.00            |
| 50399 - Service Expense                  | 6,138.92          | 4,207.00          | 57,431.33           | 37,511.00           | 96,650.00           | 11,915.68         | 12,339.36         | 37,421.09           | 45,773.84           |
| 50401 - Fuel - Propane, Diesel, Unleaded | 17,955.22         | 20,334.00         | 99,391.15           | 121,996.00          | 244,000.00          | 12,566.63         | 10,000.00         | 69,580.27           | 60,000.00           |
| 50402 - Tires and Tubes                  | 500.00            | 0.00              | 7,946.09            | 7,000.00            | 12,500.00           | 0.00              | 0.00              | 1,213.67            | 0.00                |
| 50404 - Major Purchase                   | 0.00              | 875.00            | 0.00                | 1,750.00            | 3,500.00            | 0.00              | 1,750.00          | 0.00                | 1,750.00            |
| 50405 - Office Supplies                  | 776.29            | 600.00            | 4,281.24            | 3,600.00            | 7,200.00            | 309.66            | 716.67            | 2,582.68            | 4,300.02            |
| 50406 - Parts Revenue Vehicles           | 1,679.31          | 2,083.00          | 14,797.40           | 12,498.00           | 25,000.00           | 3,701.82          | 2,083.33          | 11,082.62           | 12,499.98           |
| 50407 - Parts for Non Revenue Vehicles   | 0.00              | 83.00             | 68.47               | 498.00              | 1,000.00            | 45.49             | 83.33             | 62.44               | 499.98              |
| 50499 - Materials and Supplies           | 2,649.88          | 1,874.00          | 9,563.65            | 11,244.00           | 22,500.00           | 1,686.88          | 1,874.98          | 10,711.08           | 11,249.88           |
| 50500 - Utilities                        | 4,081.62          | 4,631.00          | 24,479.51           | 25,136.00           | 45,228.00           | 5,333.57          | 4,890.00          | 25,673.50           | 27,130.00           |
| 50603 - Insurance                        | 13,850.00         | 12,950.00         | 41,550.00           | 38,850.00           | 51,800.00           | 13,287.25         | 12,950.00         | 39,861.75           | 38,850.00           |
| 50700 - Taxes and Fees                   | 26.34             | 170.00            | 1,855.36            | 850.00              | 1,900.00            | 250.00            | 180.00            | 1,845.66            | 820.00              |
| 50902 - Travel, Meetings & Training      | 869.53            | 417.00            | 1,617.62            | 2,502.00            | 5,000.00            | 327.03            | 833.33            | 1,899.32            | 4,999.98            |
| 50903 - Association Dues and Subscript   | 468.00            | 600.00            | 7,366.04            | 4,700.00            | 6,000.00            | 389.00            | 100.00            | 3,966.80            | 4,800.00            |
| 57402 - Ineligible RTAP                  | 1,944.30          | 0.00              | 7,310.50            | 1,800.00            | -5,500.00           | 200.00            | 0.00              | 1,580.45            | 1,250.00            |
| <b>Total Expense</b>                     | <b>189,723.71</b> | <b>195,833.00</b> | <b>1,218,902.48</b> | <b>1,168,686.00</b> | <b>2,314,929.00</b> | <b>167,703.04</b> | <b>163,295.60</b> | <b>994,133.14</b>   | <b>945,619.59</b>   |
| <b>Net Profit or Loss</b>                | <b>192,532.50</b> | <b>169,548.50</b> | <b>440,346.34</b>   | <b>429,597.50</b>   | <b>254,100.28</b>   | <b>127,345.08</b> | <b>174,055.49</b> | <b>414,340.01</b>   | <b>489,835.91</b>   |

Reconciled balances as of March 31, 2023

|                                     |                       |
|-------------------------------------|-----------------------|
| Honor Bank Checking                 | \$5,778.53            |
| Honor Bank - Savings                | \$1,558.48            |
| Honor Bank - Money Mkt.             | \$53,018.21           |
| MichiganClass-liquid asset security | \$1,582,292.64        |
| <b>Total</b>                        | <b>\$1,636,869.33</b> |



## Benzie Transportation Authority - April 2023 Income Statement

|  | April 2023         |                   | Oct - April 2023    |                     | 2023<br>Annual Budget | April 2022        |                   | Oct - April 2022    |                     |
|--|--------------------|-------------------|---------------------|---------------------|-----------------------|-------------------|-------------------|---------------------|---------------------|
|  | Actual             | Budget            | Actual              | Budget              |                       | Actual            | Budget            | Actual              | Budget              |
| <b>Income</b>                            |                    |                   |                     |                     |                       |                   |                   |                     |                     |
| 40100 - Passenger                        | 11,454.74          | 11,000.00         | 71,742.10           | 63,900.00           | 118,900.00            | 10,011.55         | 7,600.00          | 53,042.20           | 44,400.00           |
| 40200 - Contract Fares                   | 6,320.40           | 5,500.00          | 34,056.40           | 32,500.00           | 60,200.00             | 3,277.50          | 1,900.00          | 23,015.20           | 15,100.00           |
| 40615 - Advertising Income               | 734.78             | 2,937.50          | 9,059.78            | 12,025.00           | 20,160.00             | 7,035.50          | 1,737.50          | 14,460.50           | 7,362.50            |
| 40710 - Sale of Maintenance Services     | 0.00               | 0.00              | 240.93              | 0.00                | 0.00                  | 0.00              | 1,250.00          | 1,161.95            | 8,750.00            |
| 40760 - Gains from Sale Capital Assets   | 0.00               | 0.00              | 0.00                | 0.00                | 0.00                  | 0.00              | 0.00              | 0.00                | 0.00                |
| 40800 - Taxes Levied Directly for/by TA  | 1,100.51           | 36,279.40         | 724,213.14          | 723,279.40          | 723,279.40            | 36,311.36         | 26,836.21         | 679,219.93          | 686,836.21          |
| 41101 - State Operating Assistance       | 66,718.00          | 66,718.00         | 467,026.00          | 467,026.00          | 800,615.88            | 55,255.00         | 55,255.00         | 386,785.00          | 386,785.00          |
| 41301 - Section 5311                     | 0.00               | 0.00              | 208,343.00          | 208,343.00          | 416,687.00            | 0.00              | 0.00              | 184,845.45          | 189,525.26          |
| 41361 - CRRSA Act                        | 0.00               | 0.00              | 208,343.00          | 208,343.00          | 416,687.00            | 0.00              | 0.00              | 184,845.45          | 189,525.26          |
| 41398 - RTAP                             | 0.00               | 1,000.00          | 1,701.30            | 2,800.00            | 5,500.00              | 408.00            | 500.00            | 1,788.45            | 1,750.00            |
| 41400 - Interest Income/Other Revenue    | 6,404.12           | 583.00            | 31,178.72           | 4,085.00            | 7,000.00              | 147.00            | 83.33             | 819.69              | 583.31              |
| <b>Total Income</b>                      | <b>92,732.55</b>   | <b>124,017.90</b> | <b>1,755,904.37</b> | <b>1,722,301.40</b> | <b>2,569,029.28</b>   | <b>112,445.91</b> | <b>95,162.04</b>  | <b>1,529,983.82</b> | <b>1,530,617.54</b> |
| <b>Expense</b>                           |                    |                   |                     |                     |                       |                   |                   |                     |                     |
| 50101 - Operators Wage                   | 66,313.67          | 64,808.00         | 485,664.90          | 486,056.00          | 842,500.00            | 49,102.95         | 42,600.00         | 359,875.15          | 323,400.00          |
| 50102 - Salary and Other Wage            | 28,151.99          | 30,685.00         | 224,857.63          | 230,133.00          | 398,900.00            | 26,483.64         | 28,000.00         | 190,656.98          | 213,900.00          |
| 50103 - Dispatchers Wage                 | 18,683.37          | 12,869.00         | 135,556.93          | 96,518.00           | 167,300.00            | 14,227.15         | 11,000.00         | 105,991.18          | 80,000.00           |
| 50209 - 457 Co-Match                     | 1,800.00           | 1,760.00          | 14,060.00           | 13,200.00           | 22,880.00             | 3,680.00          | 3,360.00          | 25,680.00           | 25,200.00           |
| 50200 - Fringe Benefits                  | 47,020.74          | 25,077.00         | 235,619.37          | 198,903.00          | 347,651.00            | 25,047.32         | 24,276.27         | 188,760.29          | 189,692.18          |
| 50302 - Marketing Expense                | 1,687.18           | 1,250.00          | 7,502.24            | 8,750.00            | 15,000.00             | 386.27            | 1,250.00          | 3,322.85            | 8,750.00            |
| 50310 - Board Compensation               | 120.00             | 160.00            | 1,760.00            | 1,800.00            | 3,920.00              | 960.00            | 460.00            | 2,800.00            | 1,700.00            |
| 50399 - Service Expense                  | 4,239.01           | 4,207.00          | 61,670.34           | 41,718.00           | 96,650.00             | 5,726.02          | 4,514.36          | 43,147.11           | 50,288.20           |
| 50401 - Fuel - Propane, Diesel, Unleaded | 16,245.26          | 20,334.00         | 115,636.41          | 142,330.00          | 244,000.00            | 15,459.25         | 10,000.00         | 85,039.52           | 70,000.00           |
| 50402 - Tires and Tubes                  | 0.00               | 0.00              | 7,946.09            | 7,000.00            | 12,500.00             | 290.94            | 4,000.00          | 1,504.61            | 4,000.00            |
| 50404 - Major Purchase                   | 0.00               | 0.00              | 0.00                | 1,750.00            | 3,500.00              | 0.00              | 0.00              | 0.00                | 1,750.00            |
| 50405 - Office Supplies                  | 426.50             | 600.00            | 4,707.74            | 4,200.00            | 7,200.00              | 359.81            | 716.67            | 2,920.87            | 5,016.69            |
| 50406 - Parts Revenue Vehicles           | 2,586.12           | 2,083.00          | 17,383.52           | 14,581.00           | 25,000.00             | 1,715.51          | 2,083.33          | 12,798.13           | 14,583.31           |
| 50407 - Parts for Non Revenue Vehicles   | 0.00               | 83.00             | 68.47               | 581.00              | 1,000.00              | -16.95            | 83.33             | 45.49               | 583.31              |
| 50499 - Materials and Supplies           | 1,922.13           | 1,874.00          | 11,485.78           | 13,118.00           | 22,500.00             | 3,149.32          | 1,874.98          | 13,542.93           | 13,124.86           |
| 50500 - Utilities                        | 3,782.65           | 3,941.00          | 28,318.58           | 29,077.00           | 45,228.00             | 4,002.01          | 4,779.00          | 29,725.25           | 31,909.00           |
| 50603 - Insurance                        | 0.00               | 0.00              | 41,550.00           | 38,850.00           | 51,800.00             | 0.00              | 0.00              | 39,861.75           | 38,850.00           |
| 50700 - Taxes and Fees                   | 10.00              | 170.00            | 1,865.36            | 1,020.00            | 1,900.00              | 413.00            | 180.00            | 2,258.66            | 1,000.00            |
| 50902 - Travel, Meetings & Training      | 103.81             | 417.00            | 1,612.43            | 2,919.00            | 5,000.00              | 252.48            | 833.33            | 2,151.80            | 5,833.31            |
| 50903 - Association Dues and Subscript   | 0.00               | 250.00            | 7,366.04            | 4,950.00            | 6,000.00              | 205.00            | 100.00            | 4,171.80            | 4,900.00            |
| 57402 - Ineligible RTAP                  | 1,378.11           | 1,000.00          | 8,697.61            | 2,800.00            | -5,500.00             | 208.00            | 500.00            | 1,788.45            | 1,750.00            |
| <b>Total Expense</b>                     | <b>194,470.54</b>  | <b>171,568.00</b> | <b>1,413,329.44</b> | <b>1,340,254.00</b> | <b>2,314,929.00</b>   | <b>151,651.72</b> | <b>140,611.27</b> | <b>1,116,042.82</b> | <b>1,086,230.86</b> |
| <b>Net Profit or Loss</b>                | <b>-101,737.99</b> | <b>-47,550.10</b> | <b>342,574.93</b>   | <b>382,047.40</b>   | <b>254,100.28</b>     | <b>-39,205.81</b> | <b>-45,449.23</b> | <b>413,941.00</b>   | <b>444,386.68</b>   |

Reconciled balances as of April 30, 2023

|                                     |                       |
|-------------------------------------|-----------------------|
| Honor Bank Checking                 | \$5,604.19            |
| Honor Bank - Savings                | \$1,558.48            |
| Honor Bank - Money Mkt.             | \$51,412.75           |
| MichiganClass-liquid asset security | \$1,498,679.86        |
| <b>Total</b>                        | <b>\$1,551,651.09</b> |



# DELTA COUNTY BOARD OF COMMISSIONERS

ADMINISTRATION OFFICE  
310 LUDINGTON ST.  
ESCANABA, MICHIGAN 49829  
PHONE: 906-789-5100  
FAX: 906-789-5197



## RESOLUTION #23-04

### **REAFFIRMING DELTA COUNTY TO BE A SECOND AMENDMENT SANCTUARY COUNTY**

*WHEREAS the issue of constitutional rights, including but not limited to, the Second Amendment of the Constitution of the United States of America as well as the Constitution of the State of Michigan has been in the spotlight of public discussion of recent;*

*WHEREAS public discussion of such constitutional rights is a hallmark of public discourse in a democracy;*

*WHEREAS the government of the County of Delta has the authority to not fund activity, regulation and/or rules, which are in conflict with constitutional rights of individuals within the State of Michigan and the United States of America, law abiding citizens are guaranteed the right to keep and bear arms by their Creator. The County of Delta will not support financially any activity that attempts to reduce or strip a law-abiding citizen of their right to keep and bear arms;*

*WHEREAS the Delta County Commission has previously opined that the selective enforcement of constitutional laws, regulations and/or rules is in violation of the Constitution and Laws of both the State of Michigan and the United States of America;*

*WHEREAS the Board of Commissioners of the County of Delta on February 2, 2020 adopted a Resolution stating that Delta county Michigan is a second amendment sanctuary county,*

*WHEREAS all elected County Commissioners in the County of Delta Michigan take an oath of office pledging their support to the Constitution of the United States of America and Constitution of Michigan to faithfully discharge the duties of their offices;*

*WHEREAS the lawful ownership, possession and use of firearms is part of the cultural heritage within the County of Delta Michigan;*

*WHEREAS it is common for firearms to be family heirlooms that pass from generation to generation as a permanent connection of the past and to the present within extended families;*



*WHEREAS recent high-profile firearm shootings involved many individuals that have mental health issues the mental health systems nationwide failed to timely, appropriately and adequately provide services to such individuals;*

*NOW THEREFORE BE IT RESOLVED that the **BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DELTA** does support and will continue to honor the pledge to support the Constitution of the United States of America as well as the Constitution of the State of Michigan, including all amendments thereto;*

*BE IT FURTHER RESOLVED that the **BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DELTA** direct our legislators whom act as a representative of the People of the State of Michigan to:*

*A. Not undertake or support legislation that is in conflict with the Second Amendment of the United States of America and Article 1.6 of the Michigan Constitution of 1963, including:*

- 1. Red Flag Laws, excluding the present Personal Protection Order process;*
- 2. Registration requirements of full or long firearms;*
- 3. Mandatory storage schemes for firearms;*
- 4. Additional limitations on the lawful ownership and use of firearms; and*
- 5. Adoption of other schemes of regulation of firearms that infringe on the foregoing constitutional guarantees of the People of the State of Michigan*

*B. Adhere to their oath of office and not adopt legislation, rules, regulations and/or requirements that conflict with the Second Amendment to the Constitution of the United States of America and Article 1.6 of the Michigan Constitution and any final judicial determinations thereto;*

*C. Adequately fund mental health services available in all of our communities to provide for timely intervention with appropriate and adequate mental health services as an investment in the human capital of all persons of the State of Michigan; and*

*BE IT FURTHER RESOLVED that the **BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DELTA** directs its staff to provide a copy of this Resolution to:*

- A. Each township in the County of Delta;*
- B. Each city and village in the County of Delta;*
- C. Each department head of the County of Delta;*
- D. Each county in the State of Michigan;*

*This Resolution was offered by Commissioner Viau, and supported by Commissioner Petersen.*



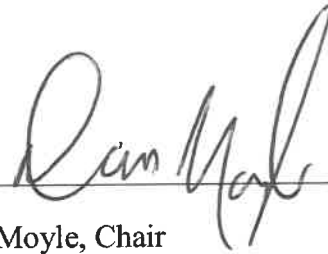
A roll call vote was taken and this Resolution was passed by a vote of: 5:0.

Those Commissioners voting in favor of: Malnar, Viau, Barron, Peterson and Moyle.


Those Commissioners voting against: None.

Those Commissioners abstaining: None.

The Resolution Was Declared Adopted. June 06, 2023

  
\_\_\_\_\_  
David Moyle, Chair  
Delta County Board of Commissioners

ATTEST:

  
\_\_\_\_\_  
Nancy Przewrocki  
Delta County Clerk





# DELTA COUNTY BOARD OF COMMISSIONERS

ADMINISTRATION OFFICE  
310 LUDINGTON ST.  
ESCANABA, MICHIGAN 49829  
PHONE: 906-789-5100  
FAX: 906-789-5197



## RESOLUTION #23-05

### FOR THE OPPOSING PROPOSED CHANGES TO THE STATEWIDE SEPTIC CODE (HB 4479 & 4480 SB 299 & 300)

AT A MEETING OF THE /BOARD OF COMMISSIONERS OF DELTA COUNTY, MICHIGAN,  
HELD AT DELTA COUNTY SERVICE CENTER BOARD ROOM, ON JUNE 6, 2023,

RESOLUTION - OPPOSING PROPOSED CHANGES TO THE STATEWIDE SEPTIC CODE IN  
DELTA COUNTY, MICHIGAN

WHEREAS, the Board of Commissioners of the County of Delta, Michigan, does hereby find  
as follows:

WHEREAS, House Bills 4479 and 4480 and Senate Bills 299 and 300 would amend section  
12752 and add Part 128 to the Public Health Code and establish state and local standards for  
onsite wastewater treatment systems which would require the Michigan Department of  
Environmental Quality to develop a statewide code to govern the installation, operation,  
maintenance and inspection of septic systems;

WHEREAS, the amendatory Act restricts and removes local controls and changes existing  
regulations and guidelines that have been effectively enforced by counties and health  
departments across the Upper Peninsula; and

WHEREAS, the Amendatory Act would add additional mandates that would increase the  
amount of personnel time and expenses that Upper Peninsula Health Departments would incur  
under the new Act without adequate funding from the state; and

WHEREAS, the Amendatory Act would gut existing regulations and grant the Michigan  
Department of Environmental Quality authority to approve local sanitary codes which, in effect,  
eliminates local control and undermines the duties of local health department to implement and  
enforce laws; and

WHEREAS, the Michigan Department of Environmental Quality lacks the necessary budget  
and staffing levels to meet the mandates of this Amendatory Act which will place additional  
financial burden on local authorities; and



WHEREAS, the creation of the State Technical Advisory Committee under the Act would take away and replace local control of the design, permitting, inspection and management of onsite wastewater treatment facilities and limit input into the rulemaking process to four local health department representatives; and

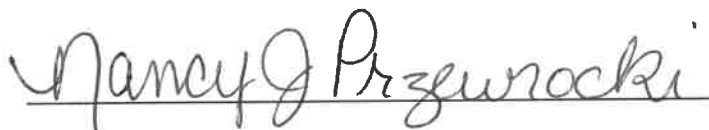
WHEREAS, the Amendatory Act fails to address funding for distressed homeowners and vacated properties with onsite wastewater treatment systems;

NOW, THEREFORE, BE IT HEREBY PROCLAIMED by the Board of Commissioners of the County of Delta, Michigan, opposes House Bill 4479, House Bill 4480, Senate Bill 299, and Senate Bill 300 and requests State Legislators to oppose the legislation.

**CERTIFICATION**

I hereby certify that the above is a true copy of a Resolution adopted by the Delta County Board of Commissioners at the time, date, and place specified above pursuant to the required statutory procedures.

Dated: June 6<sup>th</sup>, 2023 Board of Commissioners, County of Delta, MI



Attest

Nancy J. Przewrocki  
Clerk, Board of Commissioners  
County of Delta, State of Michigan





St. Joseph County  
Resolution 8-2023

A resolution to oppose state of Michigan Senate Bills 76-86 or any similar bill in which the state restricts the individual right of us citizens as protected by the Second Amendment of the Constitution of the United States.

Whereas, the right of the people to keep and bear arms for defense of life, liberty, and property is regarded as an inalienable right by the people of St. Joseph County, Michigan;

Whereas, the people of St. Joseph County, Michigan, derive economic benefit from all safe forms of firearms recreation, hunting, and shooting conducted within St. Joseph County using all types of firearms allowable under the United States Constitution;

Whereas, the St. Joseph County Board of Commissioners, being elected to represent the people of St. Joseph County and being duly sworn by their oath of office to uphold the United States Constitution and the Constitution of the State of Michigan;

Whereas, the Michigan House of Representatives and the Michigan Senate, being elected by the people of the State of Michigan and being duly sworn by their oath of office to uphold the United States Constitution and the Constitution of the State of Michigan;

Whereas, the Governor of Michigan, being elected to represent the people of the State of Michigan and being duly sworn by her oath of office to uphold the United States Constitution and the Constitution of the State of Michigan; and

Whereas, proposed legislation of any bills similar to, or under consideration by the Michigan State Legislature, would infringe upon the right to keep and bear arms of commonly owned firearms by the individual citizens of St. Joseph County, Michigan, and is a direct violation of the 2nd Amendment to the US Constitution.

Now therefore be it resolved by the St. Joseph County Board of Commissioners to hereby oppose the enactment of any legislation that would infringe upon the Right of the People to keep and bear arms and consider such laws to be unconstitutional and beyond lawful Legislative Authority.

Be it further resolved that the St. Joseph County Board of Commissioners demands that the Michigan Legislature cease further actions restricting the rights of the people to keep and bear arms.

Be it further resolved that the Clerk of St. Joseph County is hereby directed to deliver copies of this Resolution to all 82 County Clerks, Michigan Association of Counties, Representative Brad Paquette, Representative Steve Carra, Senator Jonathon Lindsey, and the Office of the Governor.

STATE OF MICHIGAN     )  
                                      ) SS  
COUNTY OF ST. JOSEPH )

I, LINDSAY OSWALD, Clerk of the St. Joseph County Board of Commissioners and Clerk of the County of St. Joseph, do hereby certify that the above Resolution was duly adopted by said Board on June 20, 2023.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said County and Circuit Court at Centreville, Michigan, this 20th day of June 2023.



Lindsay Oswald, County Clerk