

**OFFICIAL PROCEEDINGS  
OF THE**  
*Board of Commissioners*  
**OF SAGINAW COUNTY, MICHIGAN**



**JANUARY SESSION 2019**

**F**irst Day of the January Session of the Board of Commissioners of Saginaw County, Michigan, Wednesday, January 2, 2019. The Board met pursuant to call of County Clerk Michael J. Hanley at 5:00 p.m.

County Clerk Michael J. Hanley served as Acting Chair pending the election of a Temporary Chair. He announced that pursuant to Article I of the Rules of the Saginaw County Board of Commissioners, on the first business day in January each year the election of permanent Chair and Vice-Chair shall be the first order of business. Deputy Clerk Suzy Koepplinger took roll and a quorum was present as follows:

**PRESENT:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O'Neal, Carl E. Ruth, James G. Theisen, and Michael A. Webster - 10*

**ABSENT:** *Charles M. Stack - 1*

**TOTAL:** - 11

Commissioner O'Neal opened the meeting with a prayer, followed by the Pledge of Allegiance to the Flag.

**CLERK'S CALL OF SESSION**

December 26, 2018

TO: SAGINAW COUNTY BOARD OF COMMISSIONERS

RE: Notice of January 2, 2019 Board Session

Honorable Commissioners:

Pursuant to Article I of the 2019 Rules, the Saginaw County Board of Commissioners will convene for their organizational meeting on Wednesday, January 2, 2019 at 5:00 p.m. in the Board Chambers, Second Floor - Room 200, Saginaw County Governmental Center, 111 S. Michigan Avenue, Saginaw, Michigan. The Board will elect the Chair and Vice-Chair for the ensuing year.

Respectfully submitted,

Michael J. Hanley, County Clerk

***By the Chair: That the Notice of Meeting from the County Clerk be received and filed, if there are no objections. The Chair hears none; it is so ordered.***



## ELECTION OF TEMPORARY CHAIR

Acting Chair Michael J. Hanley announced that nominations were now open for Temporary Chair. Commissioner Hadsall placed in nomination the name of Commissioner Carl E. Ruth. The Acting Chair called for further nominations; there were none. ***Commissioner Krafft moved, seconded by Commissioner Hadsall, to close nominations and cast a unanimous ballot for Commissioner Ruth as Temporary Chair and the motion carried.*** The Acting Chair announced that Commissioner Ruth was elected Temporary Chair. Commissioner Ruth took his seat at the table.

## ELECTION OF CHAIR

Temporary Chair Ruth thanked the Board for their support in making Saginaw County the best county in Michigan and outlined the procedures for selection of the Chair and Vice-Chair.

According to Section 3 of Public Acts of 1851, No. 156, as amended by Public Acts of 1973, No. 102, the first order of business is as follows: *"The Board of Commissioners at their first meeting in each year, choose one of their number as Chair and one of their number as Vice-Chair."* And according to Saginaw County Local Act 653 of 1905 and the Rules of the Board, it is stated that *"All officials, appointees, agents, and servants elected by the Board of 'Supervisors' of Saginaw County shall be elected by voice vote of the members of said board."*

Temporary Chair Ruth opened nominations for permanent Chair of the Board. Commissioner Hadsall placed in nomination the name of Commissioner Michael A. Webster; Temporary Chair Ruth called for further nominations; there were none. ***By Commissioner Harris, seconded by Commissioner Hadsall: That nominations be closed and the Clerk instructed to cast a unanimous ballot of the members present for Commissioner Michael A. Webster as Chair of the Board for the ensuing year. Motion carried.*** Chairman Webster took his designated seat.

## CHAIRMAN MICHAEL A. WEBSTER

Chairman Webster thanked his fellow commissioners for their support and confidence in him and stated he is delighted at the opportunity, honored and humbled, to serve as Chairman. We are building a great county and will continue to build on its successes by pledging 2019 as the "Year of the Employee." We can't build on the prosperity of the county without our employees. It is simple – visit departments in all county buildings, show up and demonstrate care and acknowledge the value employees contribute to the county. If employees feel valued they will offer their best to the citizens of the county. He then announced the next order of business is to elect a Vice-Chair.

## ELECTION OF VICE-CHAIR

Chairman Webster opened nominations for Vice-Chair. Commissioner O'Neal placed in nomination the name of Commissioner Carl E. Ruth. The Chair called for further nominations; there were none. ***By Commissioner Krafft, seconded by Commissioner Harris: That nominations be closed and the Clerk instructed to cast a unanimous ballot of the members present for Commissioner Carl E. Ruth as Vice-Chair of the Board for the ensuing year. Motion carried.***



## **APPROVAL OF 2019 BOARD RULES**

Chairman Webster asked for a motion to adopt the current 2019 Rules of the Board of Commissioners, with the meeting schedule for 2019, pending review by the Special Rules Committee to meet as needed. ***Theisen moved, seconded by Ruth, to approve the 2019 Rules of the Board. Motion carried.***

## **ANNOUNCEMENTS BY THE CHAIR**

- Chairman Webster announced the Commissioner committee assignments will be distributed via email by the end of the week; that the Second Day's Session would be held Tuesday, January 22, 2019 at 5:00 p.m.; and that Gilbert & Smith is hosting a "Toast to the Chair" at JB Meinbergs after this session and all are welcome to attend.

By Commissioner Ruth, seconded by Commissioner Krafft: That the Board adjourn. Motion carried. Thereupon the Board adjourned at 5:11 p.m.

**MICHAEL A. WEBSTER, CHAIRMAN**

**MICHAEL J. HANLEY, CLERK**

Prepared by: Suzy Koeplinger, Deputy County Clerk



Second Day of the January Session of the Board of Commissioners of Saginaw County, Michigan, held Tuesday, January 22, 2019. The Board met pursuant to adjournment at 5:15 p.m. with the Honorable Michael A. Webster in the Chair. Deputy Clerk Suzy Koeplinger took roll, quorum present as follows:

**PRESENT:** Kathleen K. Dwan, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - **10**

**ABSENT:** Cheryl M. Hadsall - **1**

**TOTAL:** - **11**

Commissioner Krafft opened the meeting with a prayer, followed by the Pledge of Allegiance to the Flag.

*It is in your name, Lord, that we begin these proceedings with gratefulness for the incredible blessing you have accorded to this country and its inhabitants, to live in a free and open society that gives any of us the right to peacefully express ourselves without fear of persecution; to do or go as we please; to practice our faith and beliefs openly wherever and whenever so long as we do not disrupt our neighbors...a message so eloquently carried by Dr. Martin Luther King, Jr. before he was so brutally martyred all out of racial discord.*

*As Saginaw County leaders, give us the same resolve as Dr. King, so that regardless of skin color, gender, religious beliefs, or political affiliation, our actions and attitudes are focused on the outcome of fairness and civil accord.*

*We ask that you protect all of our safety personnel in this country, including our police and fire fighting professionals, being reminded again yesterday of the dangers as we pray for the recovery of a 16 year Saginaw Township Policeman, Officer Koenig, shot during a routine traffic stop.*

*Abroad, support our proud military. If it is your will, please give our enemies a sense of understanding our position, that it is not one of threat to them, but rather one of peaceful resolve. And if this is not possible, guide us to use force only on those deserving of punishment, keeping innocent citizens of the world safe from those terrible effects.*

*And we especially pray for guidance and action in impressing on all American citizens, but especially Saginaw County residents, particularly our youth, to resolve their differences without the use of violence, to respect life, and to live civilly, as we know we should, by your grace.*

*We ask this not because of our right or privilege, but because of your will and continued blessing. Amen.*



## APPROVAL OF MINUTES

Chairman Webster announced the Minutes of the December 18, 2018 Board Session will be submitted for approval at the February 19, 2019 Board Session.

## CLERK'S CALL OF SESSION

January 10, 2019

TO: SAGINAW COUNTY BOARD OF COMMISSIONERS

RE: Notice of January 22, 2019 Board Session

Honorable Commissioners:

The Saginaw County Board of Commissioners will convene for its Second Day's Session on Tuesday, January 22, 2019 at 5:00 p.m. in the Board Chambers, Second Floor - Room 200, Saginaw County Governmental Center, Saginaw, Michigan.

Respectfully Submitted,

Michael J. Hanley, County Clerk

***By the Chair: That the Notice of Meeting from the County Clerk be received and filed, if there are no objections. The Chair hears none; it is so ordered.***

## PUBLIC HEARINGS

A Public Hearing was held on the annexation of property from the Township of Blumfield to the Village of Reese for the purpose of accessing sewer services provided by the Village of Reese (1946 S. Reese Rd., Reese, Michigan, Property ID# 06-12-6-12-4009-000) Christ Lutheran Church & Parsonage. The hearing closed at 5:40 p.m. and there was no public comment.

## FOIA APPEAL

The Board of Commissioners upheld the disclosure denial and approved issuance of written notice to Raychalle LaFond regarding her Freedom of Information Act request.

## AUDIENCES

- ◆ Commissioner Amos O'Neal presented Shawn Schutt, Prevention Education Coordinator, Underground Railroad, with a certificate proclaiming January as Human Trafficking Awareness Month
- ◆ Chairman Webster presented Bethany Jacques with a Certificate of Recognition upon her retirement from the Health Department after 38+ years of service

## LAUDATORY RESOLUTIONS/PROCLAMATIONS

- Certificate of Recognition to the 70<sup>th</sup> District Court on its 50<sup>th</sup> Anniversary
- Certificate of Recognition to Leola Wilson for her service to the Saginaw Branch of the NAACP for over 50 years and 20 years as its President
- Certificate of Recognition to Beth Jacques upon her retirement from the Health Department after 38+ years of service



## PETITIONS AND COMMUNICATIONS

By the Chair: That the following communications received by the Board of Commissioners be referred as designated, if there are no objections. The Chair hears none; it is so ordered.

- 1-22-1**        **MOSQUITO ABATEMENT COMMISSION** presenting its 2018 Annual Report and 2019 Calendar for review and discussion.  
--        Human Services (*Receive & File*)
- 1-22-2**        **VILLAGE OF REESE** submitting a Petition, Resolution, and Request for Public Hearing on the annexation of property from Blumfield Township to the Village of Reese for the purpose of accessing sewer services provided by the Village of Reese (Owner: Christ Lutheran Church, 1946 S. Reese Rd., Reese, MI; Prop ID# 06-12-6-12-4009-000).  
--        County Services (Special) (***On Addendum***)
- 1-22-3**        **SAGINAW COUNTY CONVENTION & VISITORS BUREAU** requesting approval of its 2019 Budget and presenting information on funding proposed for future tourism and economic development projects.  
--        County Services (**1-22-3.1**)
- 1-22-4**        **CITY OF FRANKENMUTH** sending the Annual Report of its Downtown Development Authority for fiscal year ending June 30, 2018.  
--        County Services (*Receive & File*)
- 1-22-5**        **MSU EXTENSION** requesting placement on the Budget/Audit Committee Agenda to discuss current funding, MOA language, and additional funding for the remainder of FY 2019.  
--        Budget/Audit
- 1-22-6**        **PURCHASING/RISK MANAGER** submitting the Saginaw County PNC Credit Card Statement and Detailed Charges for October 2018.  
--        Budget/Audit (*Receive & File*)
- 1-22-7**        **PURCHASING/RISK MANAGER** submitting the Saginaw County PNC Credit Card Statement and Detailed Charges for November 2018.  
--        Budget/Audit (*Receive & File*)
- 1-22-8**        **COMMISSION ON AGING** requesting waiver of the hiring freeze and approval to fill the position of **Senior Center Coordinator** (Part-time).  
--        Labor Relations (**1-22-5.3**)
- 1-22-9**        **GLBR MICHIGAN WORKS!** requesting approval to amend job descriptions and authorize pay level increases retroactive to October 1, 2018 for the following positions: Chief Executive Officer, Chief Operations Officer, Chief Administrative Officer, Program Planner/Coordinator (3), Business Services/Community Relations, Facilities Manager, Contracts Monitor, and Accountant II.  
--        Labor Relations (**1-22-5.1**)
- 1-22-10**       **CONTROLLER/CAO** submitting an update on the Jail Project.  
--        Courts & Public Safety (*Receive & File*)
- 1-22-11**       **REGISTER OF DEEDS** requesting approval to change the job title of the “Deputy Register of Deeds” to “Chief Deputy Register of Deeds.”  
--        Labor Relations
- 1-22-12**       **TREASURER/CONTROLLER** sending the electronic transactions and voucher payments transmittal form for the month of October 2018.  
--        Budget/Audit (**1-22-4.1**)



- 1-22-13**      **TREASURER/CONTROLLER** sending the electronic transactions and voucher payments transmittal form for the month of November 2018.  
--      Budget/Audit **(1-22-4.1)**
- 1-22-14**      **TREASURER/CONTROLLER** sending the electronic transactions and voucher payments transmittal form for the month of December 2018.  
--      Budget/Audit **(1-22-4.1)**
- 1-22-15**      **COUNTY CLERK** requesting waiver of the hiring freeze and approval to fill the vacant position of **Circuit Court File Clerk (T-08)**.  
--      Labor Relations **(1-22-5.3)**
- 1-22-16**      **FRIEND OF THE COURT** requesting waiver of the hiring freeze and approval to fill the positions of **Associate Attorney** and **Administrative Assistant**.  
--      Labor Relations **(1-22-5.3)**
- 1-22-17**      **EQUALIZATION** requesting approval to modify the Appraiser position to Appraiser I/II, approve the job description, allow for a negotiated wage rate with the union, and waive the hiring freeze and approve filling the vacant position of **Appraiser I/II**.  
--      Labor Relations **(1-22-5.2)**
- 1-22-18**      **CONTROLLER/CAO** requesting waiver of the hiring freeze and approval to fill the position of **Management Assistant**.  
--      Labor Relations **(1-22-5.3)**
- 1-22-19**      **CONTROLLER/CAO** requesting waiver of the hiring freeze and approval to fill the position of **Kennel Technician**.  
--      Labor Relations **(1-22-5.3)**
- 1-22-20**      **CONTROLLER/CAO** requesting approval of a proposal from William A. Kibbe & Associates, Inc. to provide pre-construction services associated with the new Animal Care Center for Saginaw County in the amount of \$72,500; also requesting approval to amend the FY 2019 Public Improvement Fund to cover costs associated with this proposal.  
--      County Services (Special) **(On Addendum)**

## INITIATORY MOTIONS

None

## REPORTS OF COMMITTEES

1.      **Human Services Committee – A. O’Neal, Chair; J. Theisen, Vice-Chair**  
None
  
2.      **Courts and Public Safety Committee – C. Hadsall, Chair; K. Kilpatrick, Vice-Chair**  
None
  
3.      **County Services Committee – C. Stack, Chair; C. Hadsall, Vice-Chair**
  - 3.1)      **Saginaw County Convention & Visitors Bureau**, re: Approval of FY 2019 Budget **(Amended)**
  - 3.2)      **Village of Reese**, re: Approval to annex property from Blumfield Township to the Village of Reese for the purpose of accessing sewer services **(On Addendum)**









Respectfully Submitted,

**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair

James G. Theisen

Michael A. Webster

Amos O’Neal, Vice-Chair

Carl E. Ruth

5. **Labor Relations Subcommittee – K. Kilpatrick, Chair; C. Stack, Vice-Chair**

- 5.1) **Michigan Works!**, re: Approval to authorize pay level increases for various positions and to amend its budget accordingly
- 5.2) **Equalization**, re: Approval to modify the Appraiser position to **Appraiser I/II**, negotiate a wage rate with the union, and waive the hiring freeze
- 5.3) Waiver of the hiring freeze and approval to fill positions as follows:
  - Commission on Aging - **Senior Center Coordinator (PT)**
  - County Clerk - **Circuit Court File Clerk**
  - Friend of the Court - **Associate Attorney, Administrative Assistant**
  - Controller/CAO - **Management Assistant, Kennel Technician**
- 5.4) Approval of Collective Bargaining Agreement with **POAM 312 Command**
- 5.5) Approval of Collective Bargaining Agreement with **POAM Non-312 Corrections**
- 5.6) Approval of Memorandum of Understanding amending the Collective Bargaining Agreement (CBA) between Saginaw County and **Teamsters (On Addendum)**
- 5.7) Approval of Memorandum of Understanding amending the Collective Bargaining Agreement (CBA) between Saginaw County and **Teamsters (On Addendum)**

- **BOARD REPORT 5.1 WAS DELETED FROM AGENDA**
- *Kilpatrick moved, seconded by Harris, to approve 5.2. Motion carried.*
- *Kilpatrick moved, seconded by Dwan, to approve 5.3. Motion carried.*
- *Kilpatrick moved, seconded by Theisen, to approve 5.4 and 5.5 leaving room for exceptions. There were no exceptions and the motion carried.*
- *Kilpatrick moved, seconded by Dwan, to approve 5.6 and 5.7 on the Addendum leaving room for exceptions. There were no exceptions and the motion carried.*

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.2**

**JANUARY 22, 2019**

Your Labor Relations Committee considered Communication No. 1-22-17 from **Denise Babbitt, Equalization Director**, requesting approval to modify the Appraiser position to **Appraiser I/II**, approve the job description, allow for a negotiated wage rate with the union, and waive the hiring freeze and approve filling the vacant position.

We met with Ms. Babbitt who informed the committee that modifying this position will allow for greater flexibility in hiring qualified candidates as well as allowing an individual to be able to work in the assessing field while gaining the necessary experience to complete their MAAO course. For reference, the Appraiser position has been vacant since February of 2016 and the department has been using personnel from a temp agency.

We recommend approval to modify the Appraiser position to Appraiser I/II, negotiate a wage rate with the union, and waive the hiring freeze to fill the vacant position.



Respectfully Submitted,  
**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair  
Kyle R. Harris  
Michael A. Webster

Charles M. Stack, Vice-Chair  
Sheldon Matthews

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.3** **JANUARY 22, 2019**

Your Labor Relations Committee considered Communication Nos. 1-22-8, 1-22-15, 1-22-16, 1-22-18, and 1-22-19 from **various elected officials and department heads** requesting waiver of the hiring freeze and approval to fill vacant positions in their respective departments as follows:

<u>Requestor</u>	<u>Department</u>	<u>Position(s)</u>
Jessica Sargent	Commission on Aging	<b>Senior Center Coordinator (PT)</b>
Michael Hanley	County Clerk	<b>Circuit Court File Clerk</b>
Brittany Dougherty	Friend of the Court	<b>Associate Attorney, Administrative Assistant</b>
Robert Belleman	Controller/CAO	<b>Management Assistant, Kennel Technician (PT)</b>

We recommend approval to waive the hiring freeze and fill the positions listed above.

Respectfully Submitted,  
**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair  
Kyle R. Harris  
Michael A. Webster

Charles M. Stack, Vice-Chair  
Sheldon Matthews

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.4** **JANUARY 22, 2019**

Your Labor Relations Committee herewith submits the collective bargaining agreement between the **County of Saginaw** and **all affected Co-Employers** and **POAM 312 Command**. The agreement covers the period commencing January, 2019 and ending September 30, 2021. The agreement has been formally ratified by the Union upon acceptance by the County. The financial implications of this agreement will be borne with funds within the existing, respective budgets. A summary of the main provisions is set forth below:

1. Duration of CBA – 3 years (January 2019 – September 30, 2021)
2. Proposed amendment to Article 2, Section 1 to provide for implementation of any change in the salary structure or wages as a result of the compensation study to be implemented over a five (5) year period of time.



3. Health Insurance:
  - Community Blue 1 (CB1)
  - Community Blue 8 (CB8) – unchanged
  - PA 152 Hard Caps – commitment for all three years
  - Additional orthodontic services to dental coverage. Coverage is 50% with a \$1,500 maximum per person total for lifetime.
  
4. Proposed amendment to Article 19, Section 14 for employees directed to work above their classification. Employees will be paid at the lowest merit step in the new pay grade at least five percent (5%) of the salary they are currently receiving. Employees will be required to keep a log of their time and submit same to their Department Head for actual time worked and task performed.
  
5. Proposed amendment to Article 22 eliminating the zero percent (0%) option on the DC Plan for new hire only and who were not Saginaw County employees prior to joining the bargaining unit and electing a six percent (6%) employer contribution and six percent (6%) employee contribution.
  
6. Wages:
  - 2018 – 2019 – 2% base wage increase.
  - 2019 – 2020 – 2% base wage increase.
  - Up to a 2% wage increase for 2020 – 2021, contingent on Budget Stabilization Fund.
  - Individual classification market value adjustment that will provide the lieutenants with a 2.5 percent increase for the years 2019, 2020 and 2021.
  
7. Proposed amendment to Article 25 – Bereavement Leave:
  - Proposing to follow revised County Policy Number 362 as amended on November 20, 2018.

We recommend approval of the agreement between the County of Saginaw and all affected Co-Employers and POAM 312 Command as outlined above; further, authorize the proper County officials to sign the appropriate documents and make the necessary budget adjustments.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair

Kyle R. Harris

Michael A. Webster

Charles M. Stack, Vice-Chair

Sheldon Matthews



**FROM: COMMITTEE ON LABOR RELATIONS -- 5.5**

**JANUARY 22, 2019**

Your Labor Relations Committee herewith submits the collective bargaining agreement between the **County of Saginaw** and **all affected Co-Employers** and **POAM Non-312 Corrections**. The agreement covers the period commencing January, 2019 and ending September 30, 2021. The agreement has been formally ratified by the Union upon acceptance by the County. The financial implications of this agreement will be borne with funds within the existing, respective budgets. A summary of the main provisions is set forth below:

1. Duration of CBA – 3 years (January 2019 – September 30, 2021)
2. Proposed amendment to Article 2, Section 2 to provide for implementation of any change in the salary structure or wages as a result of the compensation study to be implemented over a five (5) year period of time.
3. Proposed amendment to Article 7, Section 1 providing an additional thirty (30) day calendar extension to the ninety (90) day notice to an employee of potential discipline at the Sheriff's discretion.
4. Proposed amendment to Article 10, Section 3 to provide for separate tests for Correction Sergeant and Road Sergeant and also to require two (2) years of Correction Officer experience to test for the Correction Sergeant position.
5. Proposed amendment to Article 14, Section 4(F) to allow an employee to resubmit unfulfilled vacation requests that may be affected by a voluntary or involuntary transfer.
6. Proposed amendment to Article 14, Section 13 to allow employees to donate PTO only to fellow Corrections employees in personal or family situations and subject to IRS tax regulations.
7. Health Insurance:
  - Community Blue 1 (CB1)
  - Community Blue 8 (CB8) – unchanged
  - PA 152 Hard Caps – commitment for all three years
  - Additional orthodontic services to dental coverage. Coverage is 50% with a \$1,500 maximum per person total for lifetime.
8. Proposed amendment to Article 18, Section 2 to provide for an employee to bump into a position in the jail there must be a vacancy if the employee is not a probationary employee.
9. Proposed amendment to Article 19, Section 15 for employees directed to work above their classification. Employees will be paid at the lowest merit step in the new pay grade at least five percent (5%) of the salary they are currently receiving. Employees will be required to keep a log of their time and submit same to their Department Head for actual time worked and task performed.



10. Proposed amendment to Article 19, Section 20 governing overtime assignments on a rotating basis, short-notice overtime, advanced notice of the following months overtime and shift mandates.
11. Proposed amendment to Article 22 for new employees hired after the effective date of the contract eliminating the zero percent (0%) option on the DC Plan and electing a six percent (6%) employer contribution and six percent (6%) employee contribution.
12. Proposed amendment to Article 25 to provide that bereavement leave for employees hired after the effective date of the contract will follow revised County Policy Number 362 as amended on November 20, 2018.
13. Wages:
  - 2018 – 2019 – 2% base wage increase.
  - 2019 – 2020 – 2% base wage increase.
  - Up to a 2% wage increase for 2020 – 2021, contingent on Budget Stabilization Fund.
  - \$100 signing bonus.
  - Individual classification market value adjustment increase in the amount of \$1.26 per hour for Corrections Officers.

We recommend approval of the agreement between the County of Saginaw and all affected Co-Employers and POAM Non-312 Corrections as outlined above; further, authorize the proper County officials to sign the appropriate documents and make the necessary budget adjustments.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair  
Kyle R. Harris  
Michael A. Webster

Charles M. Stack, Vice-Chair  
Sheldon Matthews

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.6**

**JANUARY 22, 2019**

Your Labor Relations Committee herewith submits for approval a Memorandum of Understanding between **Saginaw County** and the **Teamsters Local 214 representing Public Health Nurses**. The CBA between the EMPLOYER and UNION shall be amended as follows:

1. Article 24, Section 24.2 shall be changed as follows:

**Section 24.2 – Dental and Optical Insurance**

It is agreed that employees shall pay a base amount of no less than ten percent (10%) of the combined premium costs of the dental and optical insurance.

2. Article 24, Section 24.5 shall be changed as follows:



**Section 24.5 - Dental Insurance**

Dental insurance, including orthodontic coverage, shall be provided to full-time employees and their eligible dependents (as defined by the insurance carrier) effective the first day of the month following completion of six (6) months of service. The County will pay actual costs up to the County’s combined costs for each employee utilizing the dental/vision plans minus the 10% employee contribution on the dental/vision plans. See attached schedule of Dental Benefits Summary provided by Delta Dental.

3. Article 24, Section 24.12 shall be changed as follows:

**Section 24.12 – Optical Insurance**

The County will pay actual costs up to the County’s combined costs for each employee utilizing the dental/vision plans minus the 10% employee contribution on the dental/vision plans. The optical insurance will be in accordance with the attached schedule of EyeMed Vision Benefits Summary.

This MOU shall be binding upon the UNION and EMPLOYER; shall not be considered a precedent setting; and shall not affect the CBA in any other manner than that which is specifically set forth herein.

We recommend approval of the Memorandum of Understanding between the County of Saginaw and all affected Co-Employers and Teamsters Local 214 representing Public Health Nurses as outlined above; further, authorize the proper County officials to sign the appropriate documents and make the necessary budget adjustments.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair  
Kyle R. Harris  
Michael A. Webster

Charles M. Stack, Vice-Chair  
Sheldon Matthews

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.7**

**JANUARY 22, 2019**

Your Labor Relations Committee herewith submits for approval a Memorandum of Understanding between **Saginaw County** and the **Teamsters Local 214 representing Commission on Aging and Public Health Department employees**.

The CBA between the EMPLOYER and UNION shall be amended as follows:

1. Article XII, Section 12.2 shall be changed as follows:

**Section 12.2 – Dental and Optical Insurance**

It is agreed that employees shall pay a base amount of no less than ten percent (10%) of the combined premium costs of the dental and optical insurance.



2. Article XII, Section 12.5 shall be changed as follows:

**Section 12.5 - Dental Insurance**

Dental insurance, including orthodontic coverage, shall be provided to full-time employees and their eligible dependents (as defined by the insurance carrier) effective the first day of the month following completion of six (6) months of service. The County will pay actual costs up to the County's combined costs for each employee utilizing the dental/vision plans minus the 10% employee contribution on the dental/vision plans. See attached schedule of Dental Benefits Summary provided by Delta Dental.

3. Article XII, Section 12.14 shall be changed as follows:

**Section 12.14 – Optical Insurance**

The County will pay actual costs up to the County's combined costs for each employee utilizing the dental/vision plans minus the 10% employee contribution on the dental/vision plans. The optical insurance will be in accordance with the attached schedule of EyeMed Vision Benefits Summary.

We recommend approval of the Memorandum of Understanding between the County of Saginaw and all affected Co-Employers and Teamsters Local 214 representing Commission on Aging and Public Health Department employees as outlined above; further, authorize the proper County officials to sign the appropriate documents and make the necessary budget adjustments.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair  
Kyle R. Harris  
Michael A. Webster

Charles M. Stack, Vice-Chair  
Sheldon Matthews

6. **Executive Committee – C. Ruth, Chair**

None

7. **Legislative Subcommittee – K. Kilpatrick, Chair; S. McInerney, Vice-Chair**

None

8. **Intergovernmental Cooperation Committee – J. Theisen, Chair; C. Stack, Vice-Chair**

None

9. **Committee Compensation**

- 1-22-19.1) December 2, 2018 – December 15, 2018
- 1-22-19.2) December 16, 2018 – December 29, 2018
- 1-22-19.3) December 30, 2018 – January 12, 2019





**By Commissioner Krafft, seconded by Commissioner Stack: That Committee Compensation Reports 1-22-19.1, 1-22-19.2 and 1-22-19.3 be received, not read, and the recommendations contained therein adopted. Motion carried.**

**COMMITTEE COMPENSATION - 1.21.20.1**

**January 21, 2020**

*I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held December 1 - December 14, 2019*

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	12/02/19	Human Services Committee	O'Neal	\$50.00	1
			Theisen	\$50.00	1
			Matthews	\$50.00	1
			Ruth	\$50.00	1
			Webster	\$50.00	1
2	12/03/19	Courts & Public Safety Committee	Hadsall	\$50.00	1
			Kilpatrick	\$50.00	1
			Dwan	\$50.00	1
			O'Neal	\$50.00	1
			Webster	\$50.00	1
3	12/04/19	Crime Prevention Council	Ruth	\$50.00	1
4	12/04/19	9-1-1 Communications Authority	Matthews	\$50.00	1
5	12/04/19	County Services Committee	Stack	\$50.00	1
			Hadsall	\$50.00	1
			Harris	\$50.00	1
			Krafft	\$50.00	1
			Webster	\$50.00	1
6	12/05/19	LEPC	Theisen	\$50.00	1
7	12/05/19	Airport Committee	Krafft	\$50.00	1
			Matthews	\$50.00	1
			O'Neal	\$50.00	1
8	12/05/19	Budget/Audit Committee	Krafft	\$25.00	1
			O'Neal	\$25.00	1
			Theisen	\$25.00	1
			Ruth	\$50.00	1
			Webster	\$50.00	1
9	12/06/19	MAC Finance Committee/Lansing	Krafft	\$50.00	1
10	12/06/19	Saginaw Future Board	Webster	\$50.00	1
11	12/09/19	Labor Relations Committee	Kilpatrick	\$50.00	1
			Stack	\$50.00	1
			Harris	\$50.00	1
			Matthews	\$50.00	1
			Webster	\$50.00	1
12	12/10/19	Community Corrections Advisory Board	Theisen	\$50.00	1



13	12/10/19	Budget/Audit Committee - Special	Krafft	\$50.00	1
			O'Neal	\$50.00	1
			Theisen	\$25.00	1
			Ruth	\$50.00	1
			Webster	\$50.00	1
14	12/11/19	Committee of the Whole-SCAO Presentation	7 Present	\$350.00	7
			Dwan, Matthews, O'Neal, Ruth, Stack, Theisen, Webster Absent: Hadsall, Harris, Kilpatrick, Krafft		
15	12/12/19	SC-CHAP	Matthews	\$50.00	1
16	12/13/19	MAC Environmental/Lansing	Webster	\$50.00	1
<b>TOTAL</b>				<b>\$2,300.00</b>	<b>48</b>

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (12-13-19)

**COMMITTEE COMPENSATION - 1.21.20.2**

**January 21, 2020**

*I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held December 15 - December 28, 2019.*

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	12/16/19	MAC Transportation/Lansing	Webster	\$50.00	1
2	12/16/19	Environmental Health Board of Appeals	Krafft	\$50.00	1
3	12/17/19	Board Session	11 Present	\$550.00	11
		Dwan, Hadsall, Harris, Kilpatrick, Krafft, Matthews, O'Neal, Ruth, Stack, Theisen, Webster			
4	12/18/19	GLB Regional CVB/Bay City	Ruth	\$50.00	1
5	12/18/19	Saginaw Valley Zoological Society	Matthews	\$50.00	1
			O'Neal	\$50.00	1
6	12/19/19	Commission on Aging	Stack	\$50.00	1
7	12/19/19	City/County/School Liaison Committee	Stack	\$25.00	1
			Ruth	\$50.00	1
<b>TOTAL</b>				<b>\$925.00</b>	<b>19</b>

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (12-27-19)



COMMITTEE COMPENSATION - 1.21.20.3

January 21, 2020

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held December 29, 2019 - January 11, 2020

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	01/02/20	Organizational Board Session Dwan, Hadsall, Kilpatrick, Matthews, O'Neal, Ruth, Stack, Webster <i>Absent: Harris, Krafft, Theisen</i>	8 Present	\$400.00	8
2	01/06/20	Human Services Committee	O'Neal Theisen Matthews Ruth Webster	\$50.00 \$50.00 \$50.00 \$50.00 \$50.00	1 1 1 1 1
3	01/07/20	Courts & Public Safety Committee	Hadsall Dwan O'Neal Webster	\$50.00 \$50.00 \$50.00 \$50.00	1 1 1 1
4	01/08/20	Crime Prevention Council	Ruth	\$50.00	1
5	01/09/20	Budget/Audit Committee	O'Neal Theisen Ruth Webster	\$50.00 \$50.00 \$50.00 \$50.00	1 1 1 1
6	01/10/20	Saginaw Future	Webster	\$50.00	1
<b>TOTAL</b>				<b>\$1,150.00</b>	<b>23</b>

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (1-10-20)

**RESOLUTIONS**

**RESOLUTION "A"  
BOARD OF COMMISSIONERS  
COUNTY OF SAGINAW**

**RESOLUTION AND ORDER APPROVING ENLARGEMENT OF BOUNDARIES OF  
THE VILLAGE OF REESE, SAGINAW COUNTY, MICHIGAN**

At a regular meeting of the Board of Commissioners of the County of Saginaw, State of Michigan held at Saginaw, Michigan on the 22nd day of January, 2019.

**PRESENT:** Kathleen K. Dwan, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O'Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster – 10



**ABSENT:** Cheryl M. Hadsall – 1

**Commissioner Stack offered the following resolution and moved for adoption. The motion was seconded by Commissioner Kilpatrick.**

**WHEREAS,** The Board of Commissioners of Saginaw County, Michigan, at a regular meeting held this January 22, 2019 has duly considered a Petition submitted by the Village of Reese to enlarge the Village boundaries to include the following premises:

Property I.D. No. : 06-12-6-12-4009-000

Property Description:

N 429 FT OF S 693 FT OF E 330 FT OF SE1/4 OF SE1/4 ALSO W 100 FT OF E 430 FT OF N 495 FT OF S 660 FT OF SE1/4 OF SE1/4 4.34 ACRES SEC 12 T12N R 6E

**AND WHEREAS,** Notice of Presentation of said Petition to the Saginaw County Board of Commissioners was duly posted, and proof thereof submitted for a hearing to be held on this date, January 22, 2019 and notice thereof duly posted at the Board of Commissioners, Room 200 in the City of Saginaw located at 111 S. Michigan Ave., Saginaw, MI 48602, and an opportunity for public hearing thereon was held this day.

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED** by the Board of Commissioners of Saginaw County, Michigan, that the Petition of the Village of Reese to enlarge the Village boundaries by including the above-described premises therein is hereby approved and granted, and that the premises described in said petition shall henceforth be included within the corporate limits of the Village of Reese, and further that the County Clerk is hereby directed to enter a copy of this order upon the Board of Commissioners’ records and to transmit a certified copy thereof to the Secretary of State and to the Village Clerk of Reese.

**Yeas:** Kathleen K. Dwan, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster – 10

**Absent:** Cheryl M. Hadsall – 1

**TOTAL: 11**

STATE OF MICHIGAN )  
 )ss  
COUNTY OF SAGINAW )

I, the undersigned, the duly qualified and acting Clerk of the County of Saginaw, State of Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a regular meeting of the Board of Commissioners of said County, held on the 22nd day of January, 2019, the original of which is on file in the Board Office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 22nd day of January, 2019.

**Michael J. Hanley, County Clerk**



## UNFINISHED BUSINESS

None

## PROCLAMATIONS

### PROCLAMATION

January

**Human Trafficking Awareness Month**

**Make a Difference**

**Around the country**, and right here in Michigan, men, women and children are forced into prostitution, domestic servitude and other labor for little or no pay. Human trafficking is a modern-day form of slavery and is a large and growing criminal industry worldwide. Human trafficking is a hidden crime as victims rarely come forward to seek help for a variety of reasons. Traffickers will look for people who are susceptible and manipulate those vulnerabilities to pressure or recruit them into trafficking. Victims of human trafficking are in bondage through force, fraud or coercion, for the purpose of sex or labor exploitation. They will physically force, lie, or threaten them to do what the trafficker wants. This is done for purposes of using them for labor and/or sex to turn a profit.

**Human trafficking** is a bigger international business than the drug trade, and it shows no signs of slowing. It reportedly generates a profit of \$32 billion every year. There are approximately 20 to 30 million slaves in the world today. Between 14,500 and 17,500 people are trafficked into the U.S. each year.

**Underground Railroad, Inc.** in Saginaw, Michigan, serves all residents of Saginaw County who are victims of domestic violence, sexual assault, stalking and human slavery. In operation since 1977, Underground Railroad, Inc. is the only provider of emergency shelter, services, leadership and programs to end domestic and sexual violence in the community. Throughout the month of January, they will be promoting human trafficking awareness through its social media to educate the community and hosting its annual Human Trafficking Conference.

**The Saginaw County Board of Commissioners** hereby proclaims January 2019 as **Human Trafficking Awareness Month** and calls upon the people of the County of Saginaw to spread the word about human trafficking and educate our families and friends.

Respectfully Submitted,  
**Saginaw County**  
**Board of Commissioners**  
Michael A. Webster  
Chairman, District #11

Presented & Adopted: January 22, 2019

## ELECTIONS

- Ruth moved, seconded by Stack, to elect Cheryl Hadsall and Amos O'Neal to the **Board of Health** for terms that expire December 31, 2019. Motion carried.
- O'Neal moved, seconded by Theisen, to consent to the election of Michael Webster, Cheryl Hadsall, and Carl Ruth to **HealthSource Saginaw, Inc.** for terms that expire December 31,



2019. Motion carried.

- The Chair announced the election would now be held to fill a vacancy on the **Saginaw County Road Commission** for a six-year term expiring December 31, 2024. He explained the manner in which the elections would be held, as follows: Nominations will be taken from the floor. After the nominations are closed, the Clerk will read the names of those nominated then a roll-call vote will be taken with each commissioner stating the name of their choice. If a nominee receives six or more votes, the candidate will be appointed and the process concluded. Should no candidate receive six or more votes, a new roll-call shall commence. This process continues until a candidate receives six or more votes. The Chair opened nominations.

Commissioner Theisen nominated **Dave Adams**, Commissioner O’Neal nominated **Calvin Williams**, and Commissioner Harris nominated **Ray Walker**. There being no further nominations the Clerk was instructed to take a roll call; the results of which are as follows:

**Adams:** Dwan, Stack, Kilpatrick, Theisen, Krafft – 5

**Williams:** Matthews, O’Neal, Ruth, Webster – 4

**Walker:** Harris – 1

**Absent:** Hadsall – 1

**With none of the nominees receiving a majority of the vote, the Chairman instructed the Clerk to drop the nominee with the lowest amount of votes and take a roll call, the results of which are as follows:**

**Adams:** Stack, Kilpatrick, Theisen, Harris, Krafft, Dwan – 6

**Williams:** Matthews, O’Neal, Ruth, Webster – 4

**Absent:** Hadsall – 1

**Dave Adams, having received a majority of the vote, was announced as duly elected to the Saginaw County Road Commission with a term to expire December 31, 2024.**

## APPOINTMENTS

- Chairman Webster made the following appointments to the **Commission on Aging**: Catherine Zemanek (District #1); Cheri Stack (District #2); Lucinda Ornelas (District #3); Dennis Morrison (District #4); Terry Crevia (District #5); Julia Rohde (District #6); Rose Licht (District #7); Marty Warnick (District #8); Nancy Whittum (District #9); Larry Packard (District #10); and Robert Hanley (District #11)
- Chairman Webster appointed David Ortega and Tom Beagle to the **Environmental Health Code Board of Appeals** for terms that expire January 1, 2021

## ANNOUNCEMENTS BY THE CHAIR

- Chairman Webster recognized Lt. Mark Przybylski for 25 years of service at the Sheriff Department



## **COMMISSIONER AUDIENCES**

- ◆ Commissioner Ruth commended new Commissioner Sheldon Matthews who brought cupcakes in for employees and has toured various county facilities.
- ◆ Commissioner Krafft announced Zehnder’s Snowfest in Frankenmuth, which begins Wednesday, January 23<sup>rd</sup> and runs through Monday, January 28th and includes snow sculpting and ice carving competitions, children’s activities, fireworks display, petting zoo, entertainment, warming tent and more.

***By Commissioner Stack, seconded by Commissioner Harris: That the Board adjourn. Carried. Thereupon, the Board adjourned at 5:55 p.m.***

Respectfully Submitted,

### **SAGINAW COUNTY BOARD OF COMMISSIONERS**

**MICHAEL A. WEBSTER, CHAIRMAN**

**MICHAEL J. HANLEY, CLERK**

Prepared by: Suzy Koeplinger, Deputy County Clerk



**OFFICIAL PROCEEDINGS**  
**OF THE**  
*Board of Commissioners*  
**OF SAGINAW COUNTY, MICHIGAN**



**FEBRUARY SESSION 2019**

**F**irst Day of the February Session of the Board of Commissioners of Saginaw County, Michigan, held Tuesday, February 19, 2019. The Board met pursuant to adjournment at 5:00 p.m. with the Honorable Michael A. Webster in the Chair. Deputy Clerk Suzy Koeplinger took roll, quorum present as follows:

**PRESENT:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Michael A. Webster - 9*

**ABSENT:** *Charles M. Stack, James G. Theisen - 2*

**TOTAL: - 11**

Commissioner O’Neal opened the meeting with a prayer, followed by the Pledge of Allegiance to the Flag.

**APPROVAL OF MINUTES**

**Commissioner Ruth moved, seconded by Commissioner Dwan, to approve the December 18, 2018 Minutes, the January 2, 2019 Organizational Board Session Minutes and the January 22, 2019 Board Session Minutes. Motion carried.**

**PUBLIC HEARING**

None

**CLERK'S CALL OF SESSION**

February 7, 2019

TO: SAGINAW COUNTY BOARD OF COMMISSIONERS

RE: Notice of February 19, 2019 Board Session

Honorable Commissioners:

The Saginaw County Board of Commissioners will convene for its First Day's Session on Tuesday, February 19, 2019 at 5:00 p.m. in the Board Chambers, Second Floor - Room 200, Saginaw County Governmental Center, Saginaw, Michigan.

Respectfully Submitted,

Michael J. Hanley, County Clerk





**By the Chair: That the Notice of Meeting from the County Clerk be received and filed, if there are no objections. The Chair hears none; it is so ordered.**

## **AUDIENCES**

None

## **LAUDATORY RESOLUTIONS**

**Certificate of Recognition**

**Sheila Ray-Danley**

**Court Clerk**

**Judge Elian Fichtner – 70<sup>th</sup> District Court**

*“Share your smile with the world. It’s a symbol of friendship and peace.” – Christie Brinkley*

**Sheila Ray-Danley** began her career with Saginaw County on December 4, 1996 as a 70<sup>th</sup> District Court Court Clerk for Judge M. T. Thompson, Jr. where she worked until his retirement in 2016. She then worked with Judge Manvel Trice until he moved to 10<sup>th</sup> Circuit Court. While District Court was waiting for the State to appoint a new Judge to replace Judge Trice, Sheila would help out in other departments. After Judge Elian Fichtner was appointed as the new District Court Judge, Sheila remained as Court Clerk until her retirement on February 1, 2019.

**Sheila’s beautiful smile and laughter** can brighten anyone’s day. It is often contagious. Sheila has one daughter, Kujuanna, and twin grandsons, Myles and Myron. She spends time helping her daughter with her business UMePaint. Sheila loves to celebrate life and her birthdays! Her 50<sup>th</sup> and 60<sup>th</sup> birthday parties were a big hit!

**Sheila is a member** of World Outreach Campus, and serving on the Board of Trustees and is also its Church Administrator.

**The Saginaw County Board of Commissioners** congratulates **Sheila Ray-Danley** on her retirement and thanks her for her hard work and dedication to Saginaw County, the Judges she served and the citizens she assisted throughout the years.

Respectfully Submitted,  
**Saginaw County**  
**Board of Commissioners**  
Michael A. Webster  
Chairman, District #11

Presented: February 1, 2019  
Adopted: February 19, 2019



## PETITIONS AND COMMUNICATIONS

By the Chair: That the following communications received by the Board of Commissioners be referred as designated, if there are no objections. The Chair hears none; it is so ordered.

**2-19-1 MOBILE MEDICAL RESPONSE** submitting its Tri-Annual Report on response times and other related information pursuant to the Ambulance Service Agreement between MMR and Saginaw County.

-- Courts & Public Safety (*Receive & File*)

**2-19-2 REGISTER OF DEEDS** requesting authorization to modify its 2019 Budget to account for Laredo Off-Site Access and to establish a Revenue account in the amount of \$62,500 and Expense account in the amount of \$50,000, with excess revenue allocated back to the General Fund.

-- Budget/Audit (**2-19-4.1**)

**2-19-3 MAINTENANCE** requesting approval to amend its Capital Budget in the amount of \$18,200 from the Public Improvement Fund to make necessary ADA accessibility improvements to the Office of Council for Indigent Defense (803/809 Court St.).

-- Budget/Audit (**2-19-4.2**)

**2-19-4 CONTROLLER/CAO** requesting approval to amend the FY 2019 Budget by establishing Fund 259 – Indigent Defense Fund in the amount of \$3,472,776, with the State of Michigan contributing \$2,574,859 and a local share of \$897,917; Further requesting amendment of the General Fund by increasing the local share \$68,494 to be added to the original amount of \$829,423; and, further requesting amendment of the General Fund to reflect rent revenues and associated expenditures from 803/809 Court St. for the residential apartments located in the Office of Council for Indigent Defense in the approximate amount of \$51,400, with expenditures to include utilities, grounds maintenance, property insurance, etc.

-- Budget/Audit (**2-19-4.4**)

**2-19-5 CONTROLLER/CAO** requesting waiver of the hiring freeze and approval to fill the position of **Animal Control Officer (ACO)**.

-- Labor Relations (**2-19-5.1**)

**2-19-6 MSU EXTENSION** requesting placement on the Budget/Audit Committee Agenda to discuss current funding, MOA language, and additional funding for the remainder of FY 2019.

-- Budget/Audit (**2-19-4.3**)

**2-19-7 CONTROLLER/CAO** submitting an update on the Jail Project.

-- Courts & Public Safety (*Receive & File*)

**2-19-8 10<sup>th</sup> CIRCUIT COURT – FAMILY DIVISION** requesting: (1) to waive the hiring freeze and use existing applications to fill a recently vacant **clerk/typist** position and (2) authorize adjustments of PCN splits under the Child Care Fund.

-- Labor Relations (**2-19-5.1/5.2**)

**2-19-9 CONTROLLER/CAO** requesting approval of the FY 2020 Budget Calendar.

-- Budget/Audit (**2-19-4.5**)

**2-19-10 MEDICAL EXAMINER** requesting amendment of the FY 2019 Budget to account for increased fees in forensic pathology and autopsy services provided by Kanu Virani, MD and other costs associated with the burial of Indigent/Unclaimed Cremains.

-- Budget/Audit (*Postponed to March meeting*)



- 2-19-11 PROSECUTOR** requesting waiver of the hiring freeze and approval to fill the position of **Appeals Coordinator**.  
-- Labor Relations **(2-19-5.1)**
- 2-19-12 PERSONNEL** submitting proposed wage rates for the revised job description of **Appraiser I/II** in Equalization, negotiated with UAW Professionals for Appraiser I at I-07 and Appraiser II remaining at I-08.  
-- Labor Relations **(2-19-5.3)**
- 2-19-13 REGISTER OF DEEDS** requesting waiver of the hiring freeze and approval to fill the position of **Account Clerk III**.  
-- Labor Relations **(2-19-5.1)**
- 2-19-14 10<sup>th</sup> CIRCUIT COURT** requesting waiver of the hiring freeze and approval to fill the position of **Law Clerk/Bailiff** to Judge Boes.  
-- Labor Relations **(2-19-5.1)**
- 2-19-15 10<sup>TH</sup> CIRCUIT COURT – JUVENILE DETENTION** requesting waiver of the hiring freeze and approval to fill two (2) positions of **Detention Youth Care Specialist** (undesignated and male-designated).  
-- Labor Relations **(2-19-5.1)**
- 2-19-16 PERSONNEL/LABOR COUNSEL** requesting discussion of proposed compensation changes to the following Michigan Works! positions: Chief Executive Officer, Chief Operations Officer, Chief Administrative Officer, Program Planner/Coordinator (3), Business Services/Community Relations, Facilities Manager, Contracts Monitor, and Accountant II after negotiation with the UAW.  
-- Labor Relations **(2-19-5.4)**
- 2-19-17 CONTROLLER/CAO** requesting approval of a Resolution Amending the Saginaw County Retiree Health Care Plan to change the term plan from a calendar year to a fiscal year (October 1 to September 30).  
-- Labor Relations **(Pulled)**

## INITIATORY MOTIONS

None

## REPORTS OF COMMITTEES

1. Human Services Committee – A. O’Neal, Chair; J. Theisen, Vice-Chair  
None
2. Courts and Public Safety Committee – C. Hadsall, Chair; K. Kilpatrick, Vice-Chair  
None
3. County Services Committee – C. Stack, Chair; C. Hadsall, Vice-Chair  
None



4. **Budget Audit Committee – D. Krafft, Chair; A. O’Neal, Vice-Chair**

- 4.1) **Register of Deeds**, re: Amendment of FY 2019 Budget and establish a Revenue/Expense Account
- 4.2) **Maintenance**, re: Amendment of FY 2019 Budget for ADA accessibility improvements to the Office of Council for Indigent Defense (803/809 Court St.)
- 4.3) **MSU Extension**, re: Approval to increase its FY 2019 Budget by \$100,000
- 4.4) **Controller/CAO**, re: Amendment of FY 2019 Budget of the Indigent Defense Fund
- 4.5) **Controller/CAO**, re: Approval of FY 2020 Budget Calendar

- ***Krafft moved, seconded by Ruth, to approve 4.1. Motion carried.***
- ***Krafft moved, seconded by Kilpatrick, to approve 4.2. Motion carried.***
- ***Krafft moved, seconded by Ruth, to approve 4.3. Motion carried.***
- ***Krafft moved, seconded by Ruth, to approve 4.4. Motion carried.***
- ***Krafft moved, seconded by Kilpatrick, to approve 4.5. Motion carried.***

**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.1**

**FEBRUARY 19, 2019**

Your Budget/Audit Committee considered Communication No. 2-19-2 from **Katie Kelly, Register of Deeds**, requesting authorization to modify its 2019 Budget to account for Laredo Off-Site Access and to establish a Revenue account in the amount of \$62,500 and Expense account in the amount of \$50,000, with excess revenue allocated back to the General Fund.

We met with Ms. Kelly who discussed with committee that the expenses will be paid monthly to Fidlar Technologies. The Register of Deeds Office will bill customers on a monthly basis for the contractual rate of service used. The excess revenue would then be allocated back to the General Fund. We recommend approval to modify the Register of Deeds FY 2019 Budget to establish a Revenue account in the amount of \$62,500 and Expense account in the amount of \$50,000, with excess revenue allocated back to the General Fund.

Respectfully Submitted,

**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair

James G. Theisen

Michael A. Webster

Amos O’Neal, Vice-Chair

Carl E. Ruth

**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.2**

**FEBRUARY 19, 2019**

Your Budget/Audit Committee considered Communication No. 2-19-3 from **Bernard Delaney, Director of Maintenance**, requesting approval to amend its Capital Budget in the amount of \$18,200 from the Public Improvement Fund to make necessary ADA accessibility improvements to the Office of Council for Indigent Defense (803/809 Court St.).

We met with Bob Krupnek, Electrician, who discussed with committee that the building will need a required ADA restroom, handicap ramp as well as ADA accessibility into the law library.

We recommend approval to amend the Maintenance Departments Capital Budget in the amount of \$18,200 to make necessary ADA accessibility improvements to the Office of Council for Indigent Defense (803/809 Court St.).



Respectfully Submitted,

**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair

James G. Theisen

Michael A. Webster

Amos O’Neal, Vice-Chair

Carl E. Ruth

**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.3**

**FEBRUARY 19, 2019**

Your Budget/Audit Committee considered Communication No. 2-19-6 from **Mark Rankin, District 9 Coordinator, MSU Extension**, regarding 2019 Funding, MOA language for MSU Extension and Saginaw County, and consideration for additional funding for the 2019 budget.

We met with Mr. Rankin, who provided the committee with a book containing details of the institutes, services, and programs that MSU Extension provides. Discussion was held regarding the benefits of funding MSUE for the remainder of FY 2019.

We recommend approval of awarding MSU Extension an additional \$100,000 for Cooperative Extension to continue its services to Saginaw County.

Respectfully Submitted,

**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair

James G. Theisen

Michael A. Webster

Amos O’Neal, Vice-Chair

Carl E. Ruth

**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.4**

**FEBRUARY 19, 2019**

Your Budget/Audit Committee considered Communication No. 2-19-4 **Robert Belleman, Controller/CAO** requesting approval to amend the FY 2019 Budget by establishing Fund 259 - Indigent Defense Fund in the amount of \$3,472,776, with the State of Michigan contributing \$2,574,859 and a local share of \$897,917; Further requesting amendment of the General Fund by increasing the local share \$68,494 to be added to the original amount of \$829,423; and, further requesting amendment of the General Fund to reflect rent revenues and associated expenditures from 803/809 Court St. for the residential apartments located in the Office of Council for Indigent Defense in the approximate amount of \$51,400, with expenditures to include utilities, grounds maintenance, property insurance, etc.

As Mr. Belleman was unable to attend the meeting, Committee Chair Krafft reviewed with the committee the information provided by Mr. Belleman. Discussion was held regarding all aspects of the communication and the committee agreed the requested amendments to the Indigent Defense Fund are necessary to facilitate the Compliance Plan.

We recommend approval to amend the FY 2019 Budget of the Indigent Defense Fund as noted above.

Respectfully Submitted,

**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair

James G. Theisen

Michael A. Webster

Amos O’Neal, Vice-Chair

Carl E. Ruth



**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.5**

**FEBRUARY 19, 2019**

Your Budget/Audit Committee considered Communication No. 2-19-4 **Robert Belleman, Controller/CAO**, requesting approval of the FY 2020 Budget Calendar.

The calendar outlines the timetable of events that will happen to cause the creation and approval of the budget. It allows all departments, elected officials and agencies to know when tasks related to building the budget must be completed. A tentative date for a Committee of the Whole session is scheduled for Monday, June 24, 2019 and was added to the proposed calendar.

We recommend the attached Saginaw County Budget Calendar for adoption of the Fiscal Year 2020 Operating Budget and Capital Improvement Plan for all funds be approved; further, that the proper County Officials be directed to implement same.

Respectfully Submitted,

**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair

James G. Theisen

Michael A. Webster

Amos O’Neal, Vice-Chair

Carl E. Ruth

**COUNTY OF SAGINAW**

**2020 BUDGET CALENDAR**

**OPERATING BUDGET FOR FISCAL YEAR 2020**

<u>Target Date</u>	<u>Action to be taken</u>
April 15, 2019	Controller’s Office distributes information to all departments that outlines the budget process and provides instructions for their electronic entry of the data that is necessary for completion of their respective Operating Budgets for 2020 and Capital Improvement Plans.
April 26, 2019	Departments signify completion of the necessary electronic data entry for their respective Operating Budgets for 2020 and Capital Improvement Plans by signing off.
Week of May 6, 2019	Controller’s Office meets with departments to review their respective Operating Budgets for 2020 and Capital Improvement Plan requests.
May 31, 2019	Controller’s Office submits the first draft of a recommended Operating Budget for review by the Human Services, County Services, Courts & Public Safety Committees as well as the Budget/Audit Committee.
Committee Meetings	Human Services, County Services, and Courts & Public Safety



- June-August, 2019      Committees as well as the Budget/Audit Committee meet to consider Operating Budget matters. In addition, the Budget/Audit Committee also considers Capital Improvement Plan matters.
- June 24, 2019          Committee of the Whole (*Tentative*)
- August 27, 2019      A recommended Operating Budget and Capital Improvement Plan is sent from the Budget/Audit Committee to the full Board and is laid on the table at the Board session of August 27, 2019 and a Public Hearing is held.
- September 17, 2019    An Operating Budget and a Capital Improvement Plan are adopted at the Board session of September 17, 2019.

5.      **Labor Relations Committee – K. Kilpatrick, Chair; C. Stack, Vice-Chair**

5.1)    Waiver of the hiring freeze and approval to fill positions as follows:

- Family Division      -      **Clerk/Typist**
- Prosecutor            -      **Appeals Coordinator**
- Register of Deeds     -      **Account Clerk III**
- 10<sup>th</sup> Circuit Court    -      **Law Clerk/Bailiff**
- Detention             -      **Detention Youth Care Specialists (2)**
- Controller/CAO       -      **Animal Control Officer**

5.2)    **Family Division**, re: Approval to adjust various PCNs in the Child Care Fund and to amend its budget accordingly

5.3)    **Personnel**, re: Approval of negotiated wage rate for position of **Appraiser I/II**

5.4)    **Michigan Works!**, re: Approval to authorize pay level increases for various positions and to amend its budget accordingly

- ***Kilpatrick moved, seconded by Ruth, to approve 5.1. Motion carried.***
- ***Kilpatrick moved, seconded by Harris, to approve 5.2. Motion carried.***
- ***Kilpatrick moved, seconded by Harris, to approve 5.3. Motion carried.***
- ***Kilpatrick moved, seconded by Harris, to approve 5.4. Motion carried.***

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.1**

**FEBRUARY 19, 2019**

Your Labor Relations Committee considered Communication Nos. 2-19-8, 2-19-11, 2-19-13, 2-19-14, 2-19-15 and 2-19-5 from **various elected officials and department heads** requesting waiver of the hiring freeze and approval to fill vacant positions in their respective departments as follows:



<u>Requestor</u>	<u>Department</u>	<u>Position(s)</u>
Todd Borders	Circuit Court-Family Div	<b>Clerk/Typist</b>
Mark Gaertner	Prosecutor’s Office	<b>Appeals Coordinator</b>
Katie Kelly	Register of Deeds	<b>Account Clerk III</b>
Paula McGlown	Circuit Court	<b>Law Clerk/Bailiff</b>
Diedre Tyler	Family Division-Detention	<b>Detention Youth Care Specialist (2)</b>
Robert Belleman	Controller/CAO	<b>Animal Control Officer (ACO)</b>

We recommend approval to waive the hiring freeze and fill the positions listed above.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair  
Kyle R. Harris  
Michael A. Webster

Charles M. Stack, Vice-Chair  
Sheldon Matthews

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.2**

**FEBRUARY 19, 2019**

Your Labor Relations Committee considered Communication No. 2-19-8 from **Todd Borders, Circuit Court Administrator**, requesting approval to adjust Personnel Control Number (PCN) splits under the Child Care Fund.

We met with Mr. Borders who explained that changing the percentages to the Child Care Fund will reflect a more realistic view of responsibilities since the Family Court Administrator position was updated. While there is a loss of \$6,300 from Paula McGlown’s salary that the General Fund will have to absorb, there is a gain of \$13,000 with Todd Borders’ increase and an additional \$18,000 increase from Zach Harris and Dana Westendorf.

<u>Employee</u>	<u>Family Division PCN</u>	<u>Child Care Fund PCN</u>	<u>Current %</u>	<u>New %</u>
Todd Borders	101155	292055	50%	75%
Paula McGlown	N/A	292054	15%	0%
Zach Harris	N/A	292057	50%	100%
Dana Westendorf	101153	N/A	20%	37.5%

We recommend approval to make adjustments to the PCNs in 10<sup>th</sup> Circuit Court – Family Division under the Child Care Fund as noted above. Further, to eliminate the Child Care Fund PCN for Paula McGlown (#292054) and increase her Circuit Court PCN (#10131) to 100%; and, further, create a PCN in the Child Care Fund for Dana Westendorf to reflect a 37.5% reimbursement.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair  
Kyle R. Harris  
Michael A. Webster

Charles M. Stack, Vice-Chair  
Sheldon Matthews





**FROM: COMMITTEE ON LABOR RELATIONS -- 5.3**

**FEBRUARY 19, 2019**

Your Labor Relations Committee considered Communication No. 2-19-12 from **Jennifer Broadfoot, Personnel Director**, requesting approval of wage rates for the position of **Appraiser I/II in Equalization**, negotiated with UAW Professionals for Appraiser I at I-07 and Appraiser II remaining at I-08.

We spoke with Ms. Broadfoot who explained that approval of the wage rates will allow for an entry level position and training for Appraiser I/II at the I-07 wage rate, with the option of promotion to Appraiser II at the I-08 wage rate after additional education and experience. The Appraiser II, I-08 wage rate remains the same.

We recommend approval of the wage rates for the position of Appraiser I/II in Equalization.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair  
Kyle R. Harris  
Michael A. Webster

Charles M. Stack, Vice-Chair  
Sheldon Matthews

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.4**

**FEBRUARY 19, 2019**

Your Labor Relations Committee considered Communication No. 2-19-16 from **Jennifer Broadfoot, Personnel Director**, requesting approval compensation changes to the following Michigan Works! positions:

<u>Position</u>	<u>PCN #</u>	<u>Current Level</u>	<u>New Level</u>
<b>Chief Executive Officer</b>	276001	H13	H14
<b>Chief Operations Officer</b>	276002	H11	H12
<b>Chief Administrative Officer</b>	276018	H11	H12
<b>Program Planner/Coordinator (3)</b>	276003	I08	I09
	276008	I08	I09
	276016	I08	I09
<b>Business Services/Community Relations</b>	276006	I08	I10
<b>Facilities Manager</b>	276019	I08	I09
<b>Contracts Monitor</b>	276004	I08	I09

We met with Ms. Broadfoot who explained that all costs associated with the increases will be taken directly from Michigan Works! funds and will not impact the Saginaw County General Fund.

We recommend approval of pay level increases and adjustments to the Michigan Works! budget accordingly.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair  
Kyle R. Harris  
Michael A. Webster

Charles M. Stack, Vice-Chair  
Sheldon Matthews

- 6. Executive Committee – M. Webster, Chair  
None



7. **Legislative Committee – J. Theisen, Chair; A. O’Neal, Vice-Chair**

None

8. **Intergovernmental Cooperation Committee – J. Theisen, Chair; C. Stack, Vice-Chair**

None

9. **Committee Compensation**

2-19-19.1) January 13, 2019 – January 26, 2019

2-19-19.2) January 27, 2019 – February 9, 2019

- *Ruth moved, seconded by Hadsall, to approve 2-19-19.1 and 2-19-19.2 leaving room for exceptions. There were no exceptions and the motion carried.*

**RESOLUTIONS**

None

**UNFINISHED BUSINESS**

None

**PROCLAMATIONS**

None

**ELECTIONS**

None

**APPOINTMENTS**

- Chairman Webster appointed Sparkle Jackson to the **Community Corrections Advisory Board** to fill a General Public vacancy with a term to expire September 30, 2020.

**ANNOUNCEMENTS BY THE CHAIR**

- Chairman Webster recognized the Hon. Janet M. Boes for 30 years of service to Saginaw County, 20 years in the Prosecutor’s Office and 10 years as a Circuit Court Judge. The Honorable André R. Borrello stood in for Judge Boes and stated she was excellent as a Prosecutor, working on appeals for most of her tenure, and also as a judge.
- Chairman Webster expressed his condolences to the family of Greg Branch on his sudden passing, reflected on his contributions to the City and County of Saginaw, and read a portion of the Certificate prepared in his honor by Saginaw County: “In celebration of the man that helped set the course for the future of Saginaw County, we leave you with his own words from the preface of **Saginaw County: Visions of the Valley**: “*People tend to take their homes for granted. For some reason, I never really have. To be completely honest, I love Saginaw County. I’ve lived here my whole life and have very deep roots in the area. Maybe I’m just lucky to have learned not to take certain things for granted. But, I also think it’s because, over the years, I’ve learned a lot about Saginaw County. The more I’ve learned about my home – the more I’ve experienced*



*the many things Saginaw County has to offer – the more I’ve come to appreciate it. I hope this book will have an effect on the people who already live here. Perhaps they can discover – or re-discover – some of the wonderful things that make Saginaw County special.” Greg Branch will be greatly missed as we strive to maintain his legacy of stewardship.*

- Chairman Webster announced the Saginaw County Board of Commissioners Strategic Planning Session scheduled March 8 and 9, 2019 at Apple Mountain.
- Chairman Webster announced that Commissioner Sheldon Matthews has planned a Saginaw County Employee Appreciation Pancake Breakfast for Thursday, March 7, 2019 from 8:00 a.m. – 10:00 a.m.

### **COMMISSIONERS’ AUDIENCES**

- ◆ Commissioner O’Neal also expressed his condolences on the passing of Greg Branch, having served as Mayor Pro Tem under Mayor Branch for two terms and stated he will be missed. A large part of Greg Branch’s legacy stems from his leadership as Mayor in 2007 and a City of Saginaw Strategic Planning Session that set the course for the city’s funding plan. He also instituted a department study process with Plante Moran facilitating a consolidation that continues to save the city over \$1 million per year. Commissioner O’Neal stated that serving with Greg Branch was an honor.

***By Commissioner Ruth, seconded by Commissioner Dwan: That the Board adjourn. Motion carried. Thereupon, the Board adjourned at 5:27 p.m.***

Respectfully Submitted,

### **SAGINAW COUNTY BOARD OF COMMISSIONERS**

**MICHAEL A. WEBSTER, CHAIRMAN**

**MICHAEL J. HANLEY, CLERK**

Prepared by: Suzy Koeplinger, Deputy County Clerk



**OFFICIAL PROCEEDINGS**  
**OF THE**  
*Board of Commissioners*  
**OF SAGINAW COUNTY, MICHIGAN**



**MARCH SESSION 2019**

**F**irst Day of the March Session of the Board of Commissioners of Saginaw County, Michigan, held Tuesday, March 19, 2019. The Board met pursuant to adjournment at 5:00 p.m. with the Honorable Michael A. Webster in the Chair. Deputy Clerk Suzy Koepplinger took roll, quorum present as follows:

**PRESENT:** *Kathleen K. Dwan, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O'Neal, Carl E. Ruth, James G. Theisen, Michael A. Webster - 9*

**ABSENT:** *Cheryl M. Hadsall, Charles M. Stack - 2*

**TOTAL:** - 11

Commissioner Ruth opened the meeting with a prayer, followed by the Pledge of Allegiance to the Flag.

**APPROVAL OF MINUTES**

**Commissioner Kilpatrick moved, seconded by Commissioner Harris, to approve the February 19, 2019 Board Session Minutes. Motion carried.**

**PUBLIC HEARING**

- A Public Hearing was held on the proposed Resolution and Order Modifying Saginaw County Community Mental Health Authority Reporting Requirements to the County of Saginaw. The Chairman made the first call at 5:04 p.m., the second call at 5:18 p.m., and the third call at 5:28 p.m. There was no public comment and the hearing closed at 5:28 p.m.



## CLERK'S CALL OF SESSION

March 7, 2019

TO: SAGINAW COUNTY BOARD OF COMMISSIONERS

RE: Notice of March 19, 2019 Board Session

Honorable Commissioners:

The Saginaw County Board of Commissioners will convene for its First Day's Session on Tuesday, March 19, 2019 at 5:00 p.m. in the Board Chambers, Second Floor - Room 200, Saginaw County Governmental Center, Saginaw, Michigan.

Respectfully Submitted,

Michael J. Hanley, County Clerk

**By the Chair: That the Notice of Meeting from the County Clerk be received and filed, if there are no objections. The Chair hears none; it is so ordered.**

## AUDIENCES

- ◆ Commissioner Matthews presented Vera Harrison, CAPE Director, CAN Council, with a Proclamation for April as **Child Abuse Awareness Month**
- ◆ Commissioner Theisen presented Jessica Sargent, Commission on Aging Director, and Bev Yanca with a Proclamation for April 7 – 13, 2019 as **Volunteer Recognition Week**
- ◆ Commissioner Ruth presented Tim Courtney, Seymour Geiersbach, Tom Koski, and Tom Kerr with a Certificate of Recognition for their years of service to the Saginaw County Planning Department
- ◆ Christopher Rishko, Director of Great Lakes Bay Michigan Works! presented Commissioner Dwan with a plaque of recognition for her previous work on the Workforce Development Board

## LAUDATORY RESOLUTIONS

- Certificates of Recognition to Tim Courtney, Seymour Geiersbach, Tom Koski, and Tom Kerr for their years of service to the Saginaw County Planning Department

### Certificate of Recognition

**TOM KOSKI**

### Saginaw County Metropolitan Planning Commission

*The Saginaw County Metropolitan Planning Commission (SCMPC) serves as the Policy Body for transportation planning activities conducted by SMATS, the Metropolitan Planning Organization. The SCMPC also serves to support and advise the planning efforts conducted by the cities, villages and township in the county.*

**Tom Koski** has been a vocal force on the Saginaw County Metropolitan Planning Commission since he replaced Jose Garcia on the Commission in January 2000.

**Tom brings** to the Commission the voice in the community as he always has his ears to the rail.



**Respected by his fellow members** for speaking often and loud for the interests of Saginaw County, he has numerous times been elected Secretary of the group, as he is currently in this position. The Commission always knows how Tom feels on all topics of discussion.

**The Saginaw County Board of Commissioners** congratulates Tom Koski for his hard work and dedication to the betterment of Saginaw County.

Respectfully Submitted,  
**Saginaw County**  
**Board of Commissioners**  
Michael A. Webster  
Chairman, District #11

Presented & Adopted: March 19, 2019

Brian Stark  
Planning Department Director

**Certificate of Recognition**  
**TIM COURTNEY**  
**Saginaw County Metropolitan Planning Commission**

*The Saginaw County Metropolitan Planning Commission (SCMPC) serves as the Policy Body for transportation planning activities conducted by SMATS, the Metropolitan Planning Organization. The SCMPC also serves to support and advise the planning efforts conducted by the cities, villages and township in the county.*

**In recognition** for extended meritorious service to the citizens and interests of Saginaw County as it relates to the work of the Planning Commission in the areas of Transportation Planning and Solid Waste Planning activities.

**As a 20 year plus participant**, Mr. Courtney was appointed to this body in the last years of the 20<sup>th</sup> Century and has continued uninterrupted through 2018 and beyond into 2019.

**Mr. Courtney** has been Chairman of the Saginaw Metropolitan Planning Commission for the majority of his years on the commission. His leadership, commitment and vast knowledge of Saginaw County, our local partners and politics have ensured that the Planning Commission serves the best interests of our community.

**2018 transportation dollars** from federal, state and local sources for projects are in excess of \$121 million dollars for the three-year cycle. **As Saginaw Planning Commission’s** longest serving Chairman, this is due recognition for a job well done!

**The Saginaw County Board of Commissioners** congratulates Tim Courtney for his hard work and dedication to the betterment of Saginaw County.

Respectfully Submitted,  
**Saginaw County**  
**Board of Commissioners**  
Michael A. Webster  
Chairman, District #11

Presented & Adopted: March 19, 2019

Brian Stark  
Planning Department Director



**Certificate of Recognition**  
**TOM KERR**  
**Saginaw County Metropolitan Planning Commission**

*The Saginaw County Metropolitan Planning Commission (SCMPC) serves as the Policy Body for transportation planning activities conducted by SMATS, the Metropolitan Planning Organization. The SCMPC also serves to support and advise the planning efforts conducted by the cities, villages and township in the county.*

**Tom Kerr** has been a valued member of the Saginaw County Metropolitan Planning Commission since 1999. Tom has been a dedicated, thoughtful and responsible member of the Planning Commission body.

**He brings to the group** the perspective about the rural parts of Saginaw County as it applies to the work of the Commission.

**Tom comes prepared** when he has some input. He is listened to and has valued viewpoints of the dialogue and decision making process of the Commission.

**He presents** the historical legacy of the work of the group and imparts that knowledge to our viewer and less experienced members.

**The Saginaw County Board of Commissioners** congratulates Tom Kerr for his hard work and dedication to the betterment of Saginaw County.

Respectfully Submitted,  
**Saginaw County**  
**Board of Commissioners**  
Michael A. Webster  
Chairman, District #11

Presented & Adopted: March 19, 2019

Brian Stark  
Planning Department Director

**Certificate of Recognition**  
**SEYMOUR GEIERSBACH**  
**Saginaw County Metropolitan Planning Commission**

*The Saginaw County Metropolitan Planning Commission (SCMPC) serves as the Policy Body for transportation planning activities conducted by SMATS, the Metropolitan Planning Organization. The SCMPC also serves to support and advise the planning efforts conducted by the cities, villages and township in the county.*

**Seymour Geiersbach** has been a significant positive force and influence as a member of the Saginaw County Metropolitan Planning Commission since his appointment in 1997.

**Originally appointed** by Chairman Edward Mason, Mr. Geiersbach has been able to utilize his building knowledge and expertise to contribute to the work of the Planning Commission on several fronts. Mr. Geiersbach has volumes of contacts in both state and local government.



For many years now, he has been a most effective Vice-Chair of the Planning Commission. His fellow members value and listen to his thoughts, ideas and strategies as it relates to the work of the Commission.

Saginaw County has been fortunate to have had his many years of commitment to the public’s work at the Commission level.

The Saginaw County Board of Commissioners congratulates Seymour Geiersbach for his hard work and dedication to the betterment of Saginaw County.

Respectfully Submitted,  
Saginaw County  
Board of Commissioners  
Michael A. Webster  
Chairman, District #11

Presented & Adopted: March 19, 2019

Brian Stark  
Planning Department Director

### PETITIONS AND COMMUNICATIONS

By the Chair: That the following communications received by the Board of Commissioners be referred as designated, if there are no objections. The Chair hears none; it is so ordered.

**3-19-1 CHILD ABUSE & NEGLECT COUNCIL** requesting approval to place blue and silver pinwheels on the grounds of the Saginaw County Governmental Center during the month of April to honor Child Abuse Prevention Month.

-- County Services (3-19-3.1)

**3-19-2 CONTROLLER/CAO** submitting the Saginaw Valley Zoological Society Fourth Quarter Programming Report in accordance with the Millage Agreement.

-- County Services (Receive & File)

**3-19-3 ECONOMIC DEVELOPMENT CORPORATION** submitting its 2018 Annual Report, 2019 meeting calendar, and list of members.

-- County Services (Receive & File)

**3-19-4 SAGINAW FUTURE** submitting its 2018 Annual Report.

-- County Services (Receive & File)

**3-19-5 PUBLIC WORKS** submitting the 2018 Drain Assessment Roll Report.

-- County Services (Receive & File)

**3-19-6 CONTROLLER/CAO** submitting an update on the Jail Project.

-- Courts & Public Safety (Receive & File)

**3-19-7 COMMISSION ON AGING** submitting its FY 2018 Annual Report.

-- Human Services (Receive & File)

**3-19-8 TREASURER** submitting two resolutions authorizing the borrowing for the County Purchase of 2018 Delinquent Taxes.

-- Budget/Audit (3-19-4.2/Res. “C” – Res. “D”)

**3-19-9 CONTROLLER/CAO** submitting information on the FY 2019 Law Enforcement Fund related to Genesee County inmate revenue and the use of reserves.

-- Budget/Audit (Receive & File)





- 3-19-10 COMMISSION ON AGING** requesting use of fund balance in the amount of up to \$6,500 for the purpose of renovating the restrooms at the Marie E. Davis Senior Center.  
-- Human Services **(3-19-1.1)**
- 3-19-11 PERSONNEL DIRECTOR/PURCHASING-RISK MANAGER** requesting approval of the job description and recommended salary grade from Springsted for the position of **Personnel/Purchasing Administrative Assistant** in the Controller’s Office.  
-- Labor Relations **(3-19-5.1)**
- 3-19-12 PARKS & RECREATION** requesting approval of a Resolution authorizing a Michigan Natural Resources Trust Fund grant application for development of a splash/spray area at William H. Haithco Recreation Area.  
-- County Services **(3-19-3.2/Res. B)**
- 3-19-13 PARKS & RECREATION** requesting approval of a change to its Park Rules related to Section E - Rules for Boat Rentals (William H. Haithco Recreation Area and Imerman Memorial Park).  
-- County Services **(3-19-3.3)**
- 3-19-14 CONTROLLER/CAO** submitting the Actuarial Valuation of Other Post-Employment Benefits showing a reduction in unfunded liabilities and annual required contributions.  
-- Budget/Audit *(Receive & File)*
- 3-19-15 CONTROLLER/CAO** requesting amendment of Resolution “E” of 1999 modifying Saginaw County Community Mental Health Authority (SCCMHA) reporting requirements to the County of Saginaw; to schedule a Public Hearing on the amendment after notice to the SCCMHA Board; and to file the amendment with the Saginaw County Clerk and the Michigan Secretary of State.  
-- Human Services **(3-19-1.2/Res. “E”)**
- 3-19-16 TREASURER/CONTROLLER** sending the electronic transactions and voucher payments transmittal form for the month of January 2019.  
-- Budget/Audit **(3-19-4.1)**
- 3-19-17 FINANCE DIRECTOR** submitting budget adjustments for October 1, 2018 – December 31, 2018, as well as adjustments approved by the Controller for the purpose of carrying forward budget from FY 2018 to FY 2019 as outlined in Budget Resolution A.  
-- Budget/Audit *(Receive & File)*
- 3-19-18 CONTROLLER/CAO** requesting amendment of the FY 2019 General Fund Budget to engage Rehmann Robson for continuation of auditing services.  
-- Budget/Audit **(3-19-4.4)**
- 3-19-19 MOSQUITO ABATEMENT** requesting approval of the job description and to create a position of **Seasonal GIS Technician** that corresponds to other seasonal positions with respect to employment period, hours per week, wage and hiring practices.  
-- Labor Relations **(3-19-5.4)**
- 3-19-20 REHMANN** submitting the FY 2018 Audited Financial Statements.  
-- Budget/Audit **(3-19-4.3)**
- 3-19-21 PERSONNEL DIRECTOR** submitting changes to County Policy #341 titled “Paid Time Off (PTO)” regarding the provision and use of PTO pursuant to Michigan’s new Paid Medical Leave Act (PA 338 of 2018) that goes into effect later this month.  
-- Labor Relations **(3-19-5.2)**



**3-19-22 PERSONNEL DIRECTOR** submitting proposed changes to County Policy #315 titled “Job Description Policy” regarding elimination of the requirement to submit new or revised job descriptions to the Labor Relations Committee for approval.

-- Labor Relations (**3-19-5.3**)

**3-19-23 MID-STATE HEALTH NETWORK** requesting approval of an Addendum to the Mid-State Health Network 2019 Substance Use Disorder (SUD) Oversight Policy Board Intergovernmental Agreement

-- Executive (**3-19-6.1/Res. “A”**)

**3-19-24 SHERIFF** requesting approval to amend its FY 2019 Budget to increase the Sheriff’s Narcotics Unit Budget funded by federal drug forfeiture monies (Acct. 280-30111-95800) using reserves in the amount of \$2,843 to allow for training.

-- Executive (**3-19-6.2**)

### INITIATORY MOTIONS

None

### REPORTS OF COMMITTEES

1. **Human Services Committee – A. O’Neal, Chair; J. Theisen, Vice-Chair**

1.1) **COMMISSION ON AGING**, re: Approval to amend its FY 2019 Budget and increase its Capital account using fund balance up to \$6,500 to renovate the restrooms at the Marie E. Davis Senior Center

▪ ***O’Neal moved, seconded by Theisen, to approve 1.1. Motion carried.***

1.2) **CONTROLLER/CAO**, re: Amendment of Resolution “E” of 1999 to modify the recording requirements of Saginaw County Community Mental Health Authority

▪ ***O’Neal moved, seconded by Kilpatrick, to approve 1.2. Motion carried.***

**FROM: COMMITTEE ON HUMAN SERVICES – 1.1**

**MARCH 19, 2019**

Your committee has considered Communication No. 3-19-10 from **Jessica Sargent, Director, Commission on Aging**, requesting the use of fund balance in the amount of up to \$6,500 for the purpose of renovating the restrooms at the Marie E. Davis Senior Center.

We met with Ms. Sargent who explained the need for additional funds to complete the restroom renovations at the center due to an important repair not being included in the original quote and a bid that came in higher than anticipated.

We recommend approval to increase the FY 2019 Capital Improvement Budget at the Commission on Aging and utilize up to \$6,500 from the agency’s fund balance to renovate the restrooms at the Marie E. Davis Senior Center.

Respectfully Submitted,

**COMMITTEE ON HUMAN SERVICES**

Amos O’Neal, Chair  
Sheldon Matthews  
Carl E. Ruth

James G. Theisen, Vice-Chair  
Michael A. Webster



**FROM: COMMITTEE ON HUMAN SERVICES – 1.2**

**MARCH 19, 2019**

Your committee has considered Communication No. 3-19-15 from **Robert Belleman, Controller/CAO**, requesting amendment of Resolution “E” of 1999 modifying Saginaw County Community Mental Health Authority (SCCMHA) reporting requirements to the County of Saginaw; to schedule a Public Hearing on the amendment after notice to the SCCMHA Board; and to file the amendment with the Saginaw County Clerk and the Michigan Secretary of State.

We met with Mr. Belleman who explained the modifications to Resolution “E” and that SCCMHA is aware and on board with the changes to reporting requirements.

We recommend approval to modify Resolution “E” of 1999 via Resolution “E” and Attachment One that appears under the regular order of business.

Respectfully Submitted,

**COMMITTEE ON HUMAN SERVICES**

Amos O’Neal, Chair

Sheldon Matthews

Carl E. Ruth

James G. Theisen, Vice-Chair

Michael A. Webster

2. **Courts and Public Safety Committee – C. Hadsall, Chair; K. Kilpatrick, Vice-Chair**

None

3. **County Services Committee – C. Stack, Chair; C. Hadsall, Vice-Chair**

3.1) **CAN COUNCIL**, re: Approval to place blue and silver pinwheels on the grounds of the Saginaw County Governmental Center during the month of April to honor Child Abuse Prevention Month

3.2) **PARKS & RECREATION**, re: Approval of a Resolution authorizing a Michigan Natural Resources Trust Fund grant application for development of a splash/spray area at William H. Haithco Recreation Area

3.3) **PARKS & RECREATION**, re: Approval to change its Park Rules related to Section E, Rules for Boat Rentals (William H. Haithco Recreation Area and Imerman Memorial Park)

- ***Krafft moved, seconded by Harris, to approve 3.1 – 3.3 leaving room for exceptions. There were no exceptions and the motion carried.***

**FROM: COMMITTEE ON COUNTY SERVICES – 3.1**

**MARCH 19, 2019**

Your committee considered Communication No. 3-19-1 from **Vera Harrison, Child Abuse Prevention Education Program Director**, requesting approval to place blue and silver pinwheels on the grounds of the Saginaw County Governmental Center during the month of April to honor Child Abuse Prevention Month.

Nationally, April is recognized as Child Abuse Prevention and Awareness Month. In previous years, approval was given for the display of blue and silver pinwheels, the national symbol, to raise awareness of child abuse and neglect and build a community where children are free from abuse and neglect.



We recommend the proper County officials be authorized and directed to facilitate the CAN Council of Saginaw County using the front lawn of the County Governmental Center to place blue and silver pinwheels during the first two weeks of April, with a short program to be held on the front steps on Tuesday, April 2, 2019 at 12:00 p.m.

Respectfully Submitted,

**COMMITTEE ON COUNTY SERVICES**

Charles M. Stack, Chair  
Kyle R. Harris  
Michael A. Webster

Cheryl M. Hadsall, Vice-Chair  
Dennis H. Krafft

**FROM: COMMITTEE ON COUNTY SERVICES – 3.2**

**MARCH 19, 2019**

Your committee considered Communication No. 3-19-12 from **Brian Keenan-Lechel, Parks & Recreation Director**, requesting approval of a Resolution authorizing a Michigan Natural Resources Trust Fund grant application for development of a splash/spray area at William H. Haithco Recreation Area.

We met with Mr. Keenan-Lechel who informed the committee the proposed application is supported by the Community's 5-Year Approved Parks and Recreation plan. Saginaw County Parks and Recreation Commission is making a financial commitment to the project in the amount of \$150,000 matching funds, in cash and/or force account. He is submitting a Michigan Natural Resources Trust Fund Application for \$300,000 and with the Parks and Recreation Commission contribution of \$150,000, the total project cost during the 2020 - 2021 fiscal year will be \$450,000.

It is the recommendation of your committee to approve a Resolution authorizing a Michigan Natural Resources Trust Fund grant application for development of a splash/spray area at William H. Haithco Recreation Area. The Resolution is submitted under the regular order of business.

Respectfully Submitted,

**COMMITTEE ON COUNTY SERVICES**

Charles M. Stack, Chair  
Kyle R. Harris  
Michael A. Webster

Cheryl M. Hadsall, Vice-Chair  
Dennis H. Krafft

**FROM: COMMITTEE ON COUNTY SERVICES – 3.3**

**MARCH 19, 2019**

Your committee considered Communication No. 3-19-13 from **Brian Keenan-Lechel, Parks & Recreation Director**, requesting approval of a change to its Park Rules related to Section E - Rules for Boat Rentals (William H. Haithco Recreation Area and Imerman Memorial Park).

We met with Mr. Keenan-Lechel, who informed the committee that the rule previously read:

*“You must be 18 years old, sign a waiver/disclaimer, and leave a valid driver’s license or acceptable identification card with park staff while on the boat.”*



The rule change adopted by the Parks and Recreation Commission will now read:

***“You must be 18 years old\*, sign a waiver/disclaimer, and leave a valid driver’s license or acceptable identification card with park staff while on the boat.”***

***\*or 10+ years old and accompanied by the parent/guardian at William H. Haithco Recreation Area***

***\*or 16+ years old and accompanied by a parent/guardian at Imerman Memorial Park***

It is the recommendation of your committee to approve the change to its Park Rules related to Section E - Rules for Boat Rentals.

Respectfully Submitted,

**COMMITTEE ON COUNTY SERVICES**

Charles M. Stack, Chair

Kyle R. Harris

Michael A. Webster

Cheryl M. Hadsall, Vice-Chair

Dennis H. Krafft

**4. Budget Audit Committee – D. Krafft, Chair; A. O’Neal, Vice-Chair**

4.1) **Treasurer/Controller**, re: Claims for January 2019

4.2) **Treasurer**, re: Approval of County Purchase of 2018 Delinquent Taxes

4.3) **Controller**, re: Approval to submit FY 2018 Audited Financial Statements

4.4) **Controller**, re: Amendment of FY 2019 General Fund Budget to engage Rehmann Robson for continuation of auditing services

4.5) **Medical Examiner**, re: Amendment of FY 2019 Budget to account for increased fees in forensic pathology and autopsy services provided by Kanu Virani, MD

- ***Krafft moved, seconded by O’Neal, to approve 4.1 – 4.5 leaving room for exceptions. There were no exceptions and the motion carried.***

**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.1**

**MARCH 19, 2019**

In accordance with State Statute and County Policy, your **Budget/Audit Committee** reviewed the claims for presentation to the Board of Commissioners, as listed below:

<u>Comm. No.</u>	<u>Payment Type</u>	<u>Period</u>	<u>Amount</u>
<b>3-19-16</b>	Electronic Transactions	January 1 – 31, 2019	\$6,502,945.38
	Voucher Payments	January 1 – 31, 2019	\$6,225,234.83

We recommend the payments be approved as compiled and submitted by the Treasurer's Office and Accounting Division of the Controller’s Office.



Respectfully Submitted,  
**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair  
James G. Theisen  
Michael A. Webster

Amos O’Neal, Vice-Chair  
Carl E. Ruth

**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.2**

**MARCH 19, 2019**

Your Budget/Audit Committee considered Communication No. 3-19-8 from **Timothy M. Novak, County Treasurer**, forwarding for approval the Resolution authorizing the borrowing for the County purchase of the 2018 Delinquent Taxes and the Resolution designating the County Treasurer as Agent for the County.

The notes will be sold as taxable issue this year, the same as has been done for the past 30 years. With the 2018 budgeted contribution of \$1,500,000 the Delinquent Tax Revolving Fund will have contributed \$55,308,857 to the General Fund since 1980.

The estimated borrowing amount is as follows:

County Spread (Real only) and Special Assessments	
TOTAL	\$ 193,584,674
91% Collections	\$ 176,162,053
9% Delinquent	<u>17,422,621</u>
Collections through May 2018	<u>(\$ 1,500,000)</u>
	\$ 15,922,621
<b>Estimated County Purchase</b>	<b>\$ 15,500,000</b>

We recommend the County purchase the 2018 Delinquent Taxes, as presented above. Under the proper order of business, the appropriate Resolutions will be submitted authorizing the borrowing and designating the County Treasurer as Agent for the County.

Respectfully Submitted,  
**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair  
James G. Theisen  
Michael A. Webster

Amos O’Neal, Vice-Chair  
Carl E. Ruth

**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.3**

**MARCH 19, 2019**

Your Budget/Audit Committee met with **Doug Deeter and Ashley Szostak, Auditors from the CPA firm of Rehmann**, who reported on the progress of the County of Saginaw Audited Financial Statements for the Fiscal Year ended September 30, 2018. A draft of the Audit was provided to the Budget/Audit Committee members and for distribution to all other commissioners. (Comm. No. 3-19-20)



The Auditors indicated the County of Saginaw has six (6) months to submit its Audit to the State of Michigan to comply with State laws. Should the County not file its Audit within this deadline, the County could incur financial penalties. The audit is in the final stages of completion but will not be finalized until after today's Board Session.

Accordingly, we recommend the Controller/CAO submit the County of Saginaw Audited Financial Statements and Management Letter for the Fiscal Year ended September 30, 2018 to the State of Michigan on or before March 31, 2019, upon completion. Further, that the Board of Commissioners will receive and approve a final copy of the Audit Report at its April 16, 2019 meeting.

Respectfully Submitted,

**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair  
James G. Theisen  
Michael A. Webster

Amos O'Neal, Vice-Chair  
Carl E. Ruth

**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.4**

**MARCH 19, 2019**

Your Budget/Audit Committee considered Communication No. 3-19-18 from **Robert V. Belleman, Controller/CAO**, requesting amendment of the FY 2019 General Fund Budget to engage Rehmann Robson for continuation of auditing services.

We met with Mr. Belleman who discussed with committee that Rehmann was hired to conduct an assessment of cash receipting for all county departments and provide an independent review of how each department receives and processes cash payments. Rehmann has billed \$19,915 thus far, with an expected \$11,000 worth of future work to finalize the project.

We recommend approval to increase the Controller's Office Professional Services Account (101-22302-80504) in the FY 2019 General Fund Budget in the amount of \$30,915 to finalize this auditing/assessment project.

Respectfully Submitted,

**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair  
James G. Theisen  
Michael A. Webster

Amos O'Neal, Vice-Chair  
Carl E. Ruth

**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.5**

**MARCH 19, 2019**

Your Budget/Audit Committee considered Communication No. 2-19-10 from **Dr. Russell Bush, Medical Examiner**, requesting authorization to modify its FY 2019 Budget to account for increased fees in forensic pathology and autopsy services provided by Kanu Virani, MD and other costs.

We met with Dr. Bush and Robert Belleman, Controller, who discussed with committee the need to increase the fees paid to Dr. Virani. After discussion and verification by the Controller of what the anticipated costs would be, the committee agreed that \$105,000 was an adequate amount.

We recommend approval to increase the Medical Examiner FY 2019 Budget by a total of \$105,000 from the General Fund.



Respectfully Submitted,  
**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair  
James G. Theisen  
Michael A. Webster

Amos O’Neal, Vice-Chair  
Carl E. Ruth

5. **Labor Relations Committee – K. Kilpatrick, Chair; C. Stack, Vice-Chair**

- 5.1) **Personnel**, re: Approval of salary grade (T-12) from Springsted for the position of **Personnel/Purchasing Administrative Assistant** in the Controller’s Office
- 5.2) **Personnel**, re: Amendment of County Policy #341 titled “Paid Time Off (PTO)” regarding the provision and use of PTO
- 5.3) **Personnel**, re: Amendment of County Policy #315 titled “Job Description Policy” regarding elimination of the requirement to submit new or revised job descriptions to the Labor Relations Committee for approval
- 5.4) **Mosquito Abatement**, re: Approval to create the position of **Seasonal GIS Technician** that corresponds to other seasonal positions

- ***Kilpatrick moved, seconded by Harris, to approve 5.1 – 5.4 leaving room for exceptions. There were no exceptions and the motion carried.***

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.1**

**MARCH 19, 2019**

Your Labor Relations Committee considered Communication No. 3-19-11 from **Jennifer Broadfoot, Personnel Director**, requesting approval of the recommended salary grade (T-12) from Springsted for the position of **Personnel/Purchasing Administrative Assistant** in the Controller’s Office.

We spoke with Ms. Broadfoot who explained that this position was created and approved as part of the Controller’s Office reorganizational plan in the County’s FY 2018/19 budget and the job description and salary grade can now be fixed upon completion of the Job Compensation and Classification Study.

We recommend approval of the wage rate (T-12) for the position of Personnel/Purchasing Administrative Assistant in the Controller’s Office.

Respectfully Submitted,  
**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair  
Kyle R. Harris  
Michael A. Webster

Charles M. Stack, Vice-Chair  
Sheldon Matthews

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.2**

**MARCH 19, 2019**

Your Labor Relations Committee considered Communication No. 3-19-21 from **Jennifer Broadfoot, Personnel Director**, submitting proposed changes to County Policy #341 titled “Paid Time Off (PTO)” regarding the provision and use of PTO pursuant to Michigan’s new Paid Medical Leave Act (PA 338 of 2018) that goes into effect later this month.





We met with Ms. Broadfoot who informed the committee that Civil/Labor Counsel has recommended the attached revisions to ensure the county is in compliance with the Act. Discussion was held with the committee regarding the use of PTO upon hire, instead of waiting for the conclusion of a six (6) month waiting period. The discussion resulted in the decision that employees would accrue PTO upon hire and able to access it after thirty (30) days.

We recommend approval of revised County Policy #341 titled “Paid Time Off (PTO)” as attached.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair

Kyle R. Harris

Michael A. Webster

Charles M. Stack, Vice-Chair

Sheldon Matthews

Category: 300

Number: 341

Subject: **PAID TIME OFF (PTO)**

1. **PURPOSE:** It is the purpose of this policy to establish a uniform system regulating the accrual and use of paid time off hours. PTO leave is intended to be used to compensate for vacation leave, **earned** sick time, ~~and~~ personal leave, **paid time off and paid medical leave as required under the Paid Medical Leave Act.**
2. **AUTHORITY:** The Saginaw County Board of Commissioners.
3. **APPLICATION:** The rules and regulations herein set forth apply to all employees paid by Saginaw County, pursuant to Policy #301.
4. **RESPONSIBILITY:** The Controller/CAO of Saginaw County shall be responsible for the implementation and administration of this policy.
5. **DEFINITIONS:** NONE
6. **POLICY:**
  - 6.1 Rate of Accrual.
    - 6.1.1 Each regular full-time employee **shall accrue “Paid Time Off” hours at the following rate. Regular part-time, part-time, and on-call employees who work on an average of more than 25 hours per week during the immediately preceding calendar year shall accrue “Paid Time Off” hours at one-half the below rate, as long as the accrued time equals at least 40 hours.**



	<u>Annual Rate</u>	<u>Biweekly Rate</u>
<del>6 mos.</del> <b>30 days</b> - 3 years		
continuous service	136 hours	5.2308 hours
3 - 5 years " "	152 hours	5.8462 hours
5 - 10 years " "	168 hours	6.4615 hours
10 - 15 years " "	184 hours	7.0769 hours
15 - 20 years " "	200 hours	7.6923 hours
20 or more years " "	216 hours	8.3077 hours

~~(Regular part-time employees accrue 'Paid Time Off' hours at one-half the above rat~~

~~6.1.2 Probationary employees are not eligible for PTO and accrued PTO is not credited until completion of the probationary period.~~

- 6.2 Accumulation of Paid Time Off (PTO) Hours. Accumulation of PTO hours shall be limited to 700 hours.
  - 6.2.1 When an employee's continuous length of service reaches a point entitling him/her to the next higher rate of PTO accrual, earning at the new rate will begin on the first day of the current pay period.
  - 6.2.2 Employees shall be paid during PTO leave on the basis of the normal workweek for the classification of work in which they are normally employed and at the rate of pay prevailing during the period that the time is taken.
- 6.3 Separation. Upon separation from County employment, an eligible employee shall receive pay for 50% of the unused accumulated PTO hours up to a maximum of 600 hours or 75 days (or actual pay-off at 300 hours, or 37.5 days), or as negotiated in employment contracts. Upon retirement, PTO pay will count toward the employee's final average compensation, for those having defined benefit pensions, unless otherwise provided by employment contracts. Compensation for unused PTO hours will be paid at the regular rate (not overtime) prevailing on the employee's last working day.
- 6.4 Holidays. If a holiday, as defined in the Holiday Policy, falls within an employee's PTO period, it shall not be counted as a PTO day unless the employee was scheduled to work on the holiday.
- 6.5 Leave of Absence. PTO leave shall not accrue during an employee's unpaid leave of absence.



- 6.6 PTO Scheduling/Management. Employees are responsible for managing their PTO accounts. It is important for employees to plan ahead for how it will be used. Employees should develop a plan for taking vacations, as well as doctor's appointments and personal business. Employees should hold a reasonable amount of PTO time in reserve which allows for the unexpected, such as emergencies and illness.
- 6.6.1 PTO Used for Vacation. Vacation schedules for employees shall be developed and approved by Department Heads. It shall be the practice of each Department Head to schedule vacations over as wide a period as possible in order to obviate the need for temporary increases in staffing. The schedule may be changed by the employee only if approved by the Supervisor/Department Head.
- 6.6.2 The use of PTO hours for "personal" reasons other than vacations is a request and therefore, it requires supervisory approval. Requests shall be made in advance and in accordance with Department policies/practices. There may be occasions such as an illness or emergency, when an employee cannot request use of PTO in advance and/or obtain prior supervisory approval. If an illness or emergency exists which prevents an advanced request from being made, employees must discuss the absence with their supervisor. Subject to FMLA, documentation of the illness and/or emergency may be required by the Department Head.
- 6.6.3 PTO, once approved, must be taken in chronological and sequential order in accordance with the excused absence(s) during the payroll-reporting period.
- 6.7 Subject to FMLA, taking time off without the accrued PTO available is prohibited. Absence from work without the use of authorized PTO may result in discipline, up to and including discharge.
- 6.8 PTO Increments. PTO can be taken in increments of fifteen (15) minutes.
- 6.9 PTO Donation. The purpose of PTO donation is to allow County employees to support fellow employees who have a medical emergency pursuant to FMLA, or must take unexpected time off from work to support a family member who does, **or for the reasons enumerated in the Paid Medical Leave Act**. County employees may donate earned PTO hours to a voluntary leave bank with the understanding that the recipient member accepts all tax liability. Donations must be in eight (8) hour increments and the donor's personal PTO bank cannot fall below eighty (80) hours as a result of the donation. Each employee may donate no more than an accumulated total of eighty (80) hours per calendar year. Donations are irrevocable. Donor cannot specify who receives time once it is donated to the leave bank. Donations can be made through Payroll by completing a PTO donation request form.
- 6.9.1 A family member can be defined as a spouse, parent, or child.



6.9.2 A medical emergency is defined as a medical condition that is likely to require the employee to be absent from work for a prolonged period and results in a substantial loss of income due to lack of available PTO or other paid leave. A substantial loss of income is an unpaid absence of 24 work hours or more. Said hours do not have to result from a continuous absence, but can result from time taken on an intermittent basis related to the same condition or illness.

In order to receive donated PTO, an employee who is being personally affected by a medical emergency **or for the reasons enumerated in the Paid Medical Leave Act**, must submit a request in writing using the designated form. This will include stating the details of their medical emergency **or the reasons listed in the Paid Medical Leave Act**, the amount of time they are requesting, and certifying they have exhausted all other paid leave available to them. The requesting employee will be required to provide medical or other documentation to verify eligibility. Written requests shall be submitted to the Payroll and Benefits Supervisor for consideration. Employee requests for donated PTO will be considered on a first come, first served basis.

The County may notify employees when a request for donated PTO has been received but the PTO Donation Bank has insufficient time available to cover the request. Such notifications will be made exclusively by the Controller's Office.

Applicants are only eligible to receive leave after their request has been approved and it has been confirmed that all other available paid leave has been exhausted. Employees reserving PTO in accordance with the FMLA, disability or any other leave policy are not eligible for leave donation. Employees may receive a total donation of no more than the time needed to cover the leave time requested. For employees with intermittent need for leave, the bank will be reviewed periodically to ensure sufficient, but not excessive levels of PTO. ~~Probationary employees or~~ Employees not otherwise eligible for PTO are not eligible for the donation program.

Once received, donated PTO will be placed in a separate bank for that recipient employee. Any donated PTO not used at the conclusion of the medical emergency **or for those reasons listed in the Paid Medical Leave Act** or within one year of receipt will be returned to the PTO donation bank. Liquidation of donated PTO for cash is not permissible.

Doctor's slips or other documentation will be required as proof of how leave was used and must be submitted to Payroll when donated PTO is used.

Donors cannot claim an expense, a tax deduction or a charitable contribution for any leave donated under the plan. All paid leave granted to the recipient employee is considered wages and is subject to appropriate tax withholding. Recipient employees will receive paid leave at his/her normal rate.



Management shall have the exclusive right to approve or deny the use of PTO under this provision, and any decision made relative thereto shall not be subject to the grievance procedure unless management acted arbitrarily or capriciously.

**6.10 Compliance with Laws. It is the intent of the County that this policy complies with the Paid Medical Leave Act. (Public Act 338 of 2018 and Public Act 369 of 2018; MCL 408.961 et. Seq.). Any provisions of this policy that are in conflict with the Paid Medical Leave Act shall be superseded thereby.**

7. ADMINISTRATIVE PROCEDURES: NONE

8. CONTROLLER/CAO LEGAL COUNSEL REVIEW: The Controller/CAO has determined that this policy as submitted to the Board of Commissioners contains the necessary substance in order to carry out the purpose of the policy. County Civil Counsel has determined that this policy as submitted contains content that appears to be legal activities of the Saginaw County Board of Commissioners.

Approved as to Substance:

Approved as to Legal Content:

\_\_\_\_\_  
Saginaw County Controller/CAO

\_\_\_\_\_  
Saginaw County Civil Counsel

ADOPTED: April 23, 2002

AMENDED: November 15, 2005 (Section 6.2); April 25, 2006; November 20, 2018; **March 19, 2019**

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.3**

**MARCH 19, 2019**

Your Labor Relations Committee considered Communication No. 3-19-22 from **Jennifer Broadfoot, Personnel Director**, submitting proposed changes to County Policy #315 titled “Job Description Policy” regarding elimination of the requirement to submit new or revised job descriptions to the Labor Relations Committee for review and approval.

We met with Ms. Broadfoot who informed the committee that commissioners supported streamlining the job description approval process by agreeing this activity is an administrative function. Job description creation and revisions will be completed administratively by the Controller/CAO and Personnel Director. The policy will still require department heads to routinely review the job descriptions for positions under their control and make recommendations to the Personnel Director on possible revisions to ensure accuracy and relevancy.

We recommend approval of revised County Policy #315 titled “Job Description Policy” as attached.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair

Kyle R. Harris

Michael A. Webster

Charles M. Stack, Vice-Chair

Sheldon Matthews

(Policy begins on next page)



Category: 300  
Number: 315

Subject: **JOB DESCRIPTION POLICY**

1. **PURPOSE:** This policy is established to outline procedures for ensuring that **new and/or** updated, signed job descriptions are on file for each and every Saginaw County authorized position.
2. **AUTHORITY:** Saginaw County Board of Commissioners.
3. **APPLICATION:** This policy applies to all Departments, Elected Offices and Agencies of Saginaw County, pursuant to Policy #301.
4. **RESPONSIBILITY:** County Department Heads, agencies, boards, commissions and councils of the County of Saginaw who have County Authorized Positions within their department.
5. **DEFINITIONS:**
  - 5.1 Authorized position(s) means a position which is budgeted for, has a position control number, and is listed on the County's position control number listing ("**PCN Roster**").
6. **POLICY:**
  - 6.1 Pursuant to this policy, all Saginaw County positions shall have a corresponding, updated job description on file in the Saginaw County Personnel Division. It shall be the responsibility of each Department Head to ensure that the job descriptions held by the Saginaw County Personnel Division for their division are current and accurate. The Saginaw County Personnel Division shall then ensure that each job description is signed and maintained. **Two** ~~Three~~ signatures are required on each description. It shall be signed first by the **Personnel Director** ~~Department Head~~ in the "Written by" section. ~~The Personnel Division of the Controller's Office shall review the description and sign off in the "Reviewed by" section.~~ The **Controller/CAO** ~~Chair of the Labor Relations Subcommittee of Appropriations~~ shall sign on the "Approved by" section, after reviewing and approving the description. ~~after the Subcommittee has approved the description.~~
  - 6.2 Failure by a County department or division to submit updated job descriptions to the Saginaw County Personnel Division when needed, will result in a "hiring freeze" for those positions for which no updated job description is available.



7. ADMINISTRATIVE PROCEDURES:

7.1 The Saginaw County Controller’s Office shall be responsible for maintaining all Saginaw County Job Descriptions, and soliciting new job description information from Saginaw County Departments when required.

8. CONTROLLER/CAO LEGAL COUNSEL REVIEW: The Controller/CAO has determined that this policy as submitted to the Board of Commissioners contains the necessary substance in order to carry out the purpose of the policy. County Civil Counsel has determined that this policy as submitted contains content that appears to be legal activities of the Saginaw County Board of Commissioners.

Approved as to Substance:  
Saginaw County Controller/CAO

Approved as to Legal Content:  
Saginaw County Civil Counsel

ADOPTED: April 23, 2002  
AMENDED: September 14, 2004; **March 19, 2019**

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.4** **MARCH 19, 2019**

Your Labor Relations Committee considered Communication No. 3-19-19 from **William Stanuszek, Mosquito Abatement Commission Director**, requesting approval to create the position of **Seasonal GIS Technician** that corresponds to other seasonal positions with respect to employment period, hours per week, wage and hiring practices.

We spoke with Mr. Stanuszek who explained the duties of this position and that the same parameters as all other seasonal employees would be followed, including the employment period, hours per week, wage and hiring practices.

We recommend approval to create the position of Seasonal GIS Technician at the Mosquito Abatement Commission.

Respectfully Submitted,  
**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair  
Kyle R. Harris  
Michael A. Webster

Charles M. Stack, Vice-Chair  
Sheldon Matthews

6. **Executive Committee – M. Webster, Chair**

6.1) **Mid-State Health Network**, re: Approval of an Addendum to the Mid-State Health Network 2019 Substance Use Disorder (SUD) Oversight Policy Board Intergovernmental Agreement

6.2) **Sheriff**, re: Approval to amend its FY 2019 Budget to increase the Sheriff’s Narcotics Unit Budget funded by federal drug forfeiture monies using reserves up to \$3,000 (if necessary) to allow for training

- ***Krafft moved, seconded by Dwan, to approve 6.1 and 6.2 leaving room for exceptions. There were no exceptions and the motion carried.***



**FROM: EXECUTIVE COMMITTEE -- 6.1**

**MARCH 19, 2019**

Your committee considered Communication No. 3-19-23 from **Mid-State Health Network**, requesting approval of an Addendum to the Mid-State Health Network 2019 Substance Use Disorder (SUD) Oversight Policy Board Intergovernmental Agreement.

Discussion was held regarding the Mid-State Health Network (MSHN), which is a Community Mental Health Regional Entity formed under the Mental Health Code and PA 500/501 of 2012 representing 21 Michigan counties, including Saginaw County, designated by the Michigan Department of Health & Human Services (MDHHS) to coordinate the provision of Substance Use Disorder (SUD) services within the region.

We recommend approval an Addendum to the Mid-State Health Network 2019 Substance Use Disorder (SUD) Oversight Policy Board Intergovernmental Agreement. The Resolution is submitted under the regular order of business.

Respectfully Submitted,

**EXECUTIVE COMMITTEE**

Michael A. Webster, Chair  
Cheryl M. Hadsall  
Dennis H. Krafft

Amos O’Neal  
Charles M. Stack

**FROM: EXECUTIVE COMMITTEE -- 6.2**

**MARCH 19, 2019**

Your committee considered Communication No. 3-19-24 from **Sheriff William Federspiel**, requesting approval to amend its FY 2019 Budget to increase the Sheriff’s Narcotics Unit Budget funded by federal drug forfeiture monies (Acct. 280-30111-95800) using reserves in the amount of \$2,843 to allow for training.

We met with Undersheriff Mike Gomez who explained that since he was recently appointed Undersheriff, there is a need for another Lieutenant to attend Internal Affairs training.

We recommend approval to increase the FY 2019 Budget (Acct. 280-30111-95800) for the Sheriff Department in an amount up to \$3,000 using reserves.

Respectfully Submitted,

**EXECUTIVE COMMITTEE**

Michael A. Webster, Chair  
Cheryl M. Hadsall  
Dennis H. Krafft

Amos O’Neal  
Charles M. Stack

7. **Legislative Committee – J. Theisen, Chair; A. O’Neal, Vice-Chair**

None

8. **Intergovernmental Cooperation Committee – J. Theisen, Chair; C. Stack, Vice-Chair**

None





9. **Committee Compensation**

3-19-19.1) February 10, 2019 – February 23, 2019

3-19-19.2) February 24, 2019 – March 9, 2019

- **Krafft moved, seconded by Dwan, to approve 3-19-19.1 and 3-19-19.2 leaving room for exceptions. There were no exceptions and the motion carried.**

**COMMITTEE COMPENSATION - 3.19.19.1**

**March 19, 2019**

*I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held February 10 - February 23, 2019*

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	02/09/19	Genesee County Meeting at Morgue, Flint, MI	Ruth	\$50.00	1
2	02/11/19	SCACC Meeting at City of Saginaw	Webster	\$50.00	1
			Ruth	\$50.00	1
3	02/11/19	Labor Relations Committee	Kilpatrick	\$50.00	1
			Harris	\$50.00	1
			Matthews	\$50.00	1
			Webster	\$25.00	1
4	02/12/19	Community Corrections Advisory Board	Theisen	\$25.00	1
5	02/12/19	I-675 Speed Limit Meeting at MDOT-Zilwaukee	O'Neal	\$25.00	1
			Ruth	\$25.00	1
			Webster	\$25.00	1
6	02/12/19	Committee of the Whole	9 Present	\$450.00	9
		Dwan, Hadsall, Harris, Krafft, Matthews, O'Neal, Ruth, Theisen, Webster <i>Absent: Kilpatrick, Stack</i>			
7	02/15/19	MAC General Government/Lansing	Harris	\$50.00	1
8	02/19/19	Committee of the Whole	9 Present	\$450.00	9
		Dwan, Hadsall, Harris, Kilpatrick, Krafft, Matthews, O'Neal, Ruth, Webster <i>Absent: Stack, Theisen</i>			
9	02/19/19	Board Session	9 Present	\$225.00	9
		Dwan, Hadsall, Harris, Kilpatrick, Krafft, Matthews, O'Neal, Ruth, Webster <i>Absent: Stack, Theisen</i>			
10	02/20/19	Saginaw Valley Zoological Society-Annual Meeting	Matthews	\$50.00	1
			O'Neal	\$50.00	1
11	02/21/19	Community Action Committee	O'Neal	\$50.00	1
12	02/22/19	MAC Transportation-No Mileage	Webster	\$50.00	1
13	02/22/19	Community Corrections - Lansing	Theisen	\$50.00	1
<b>TOTAL</b>				<b>\$1,850.00</b>	<b>44</b>

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (2-22-19)



COMMITTEE COMPENSATION - 3.19.19.2

March 19, 2019

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held February 24 - March 9, 2019.

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	02/25/19	MAC Judiciary & Public Safety/Lansing	Hadsall	\$50.00	1
2	02/25/19	Michigan Works! Joint Board of Directors	Matthews	\$50.00	1
			Stack	\$50.00	1
			Webster	\$50.00	1
3	02/26/19	Region VII AAA Advisory Council	Stack	\$5.00	1
4	02/27/19	Medical Dispatch Advisory	Dwan	\$50.00	1
5	02/28/19	Local Emergency Planning Committee	Theisen	\$50.00	1
6	03/04/19	Human Services Committee	O'Neal	\$50.00	1
			Theisen	\$50.00	1
			Matthews	\$50.00	1
			Ruth	\$50.00	1
			Webster	\$50.00	1
7	03/05/19	Courts & Public Safety Committee	Hadsall	\$50.00	1
			Kilpatrick	\$50.00	1
			Dwan	\$50.00	1
			O'Neal	\$50.00	1
			Webster	\$50.00	1
8	03/06/19	County Services Committee	Hadsall	\$50.00	1
			Harris	\$50.00	1
			Webster	\$50.00	1
9	03/06/19	Crime Prevention Council	Ruth	\$50.00	1
10	03/07/19	Budget Audit Committee	Krafft	\$50.00	1
			O'Neal	\$50.00	1
			Theisen	\$50.00	1
			Ruth	\$50.00	1
			Webster	\$50.00	1
11	03/08/19	Committee of the Whole - Apple Mountain Strategic Planning Session Dwan, Hadsall, Harris, Kilpatrick, Krafft, Matthews, O'Neal, Ruth, Webster <i>Absent: Stack, Theisen</i>	9 Present	\$450.00	9
12	03/09/19	Committee of the Whole - Apple Mountain Strategic Planning Session Dwan, Hadsall, Harris, Kilpatrick, Krafft, Matthews, O'Neal, Ruth, Webster <i>Absent: Stack, Theisen</i>	9 Present	\$450.00	9
<b>TOTAL</b>				<b>\$2,155.00</b>	<b>44</b>

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (3-8-19)



## RESOLUTIONS

### RESOLUTION “A” BOARD OF COMMISSIONERS COUNTY OF SAGINAW

#### RESOLUTION APPROVING ADDENDUM TO 2019 MID-STATE HEALTH NETWORK SUBSTANCE USE DISORDER OVERSIGHT POLICY ADVISORY BOARD INTERGOVERNMENTAL AGREEMENT

At a regular meeting of the Board of Commissioners of the County of Saginaw, State of Michigan held at Saginaw, Michigan on the 19th day of March, 2019.

**PRESENT:** *Kathleen K. Dwan, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, James G. Theisen, Michael A. Webster – 9*

**ABSENT:** *Cheryl M. Hadsall, Charles M. Stack – 2*

**TOTAL:** *- 11*

**Commissioner Krafft offered the following resolution and moved for adoption. The motion was seconded by Commissioner Ruth.**

**WHEREAS**, Mid-State Health Network (MSHN) is a Community Mental Health Regional Entity formed under the Mental Health Code and PA 500/501 of 2012 representing 21 Michigan counties, including Saginaw County, designated by the Michigan Department of Health & Human Services (MDHHS) to coordinate the provision of Substance Use Disorder (SUD) services within the region; and,

**WHEREAS**, Per requirement of MDHHS and the Mental Health Code, an Intergovernmental Agreement for MSHN’s SUD Oversight Policy Board was fully executed in January of 2016 for a term of (3) years, which is comprised of one representative from each of the 21 counties within Region 5. The 21 counties include: Arenac, Bay, Clare, Clinton, Eaton, Gladwin, Gratiot, Hillsdale, Huron, Ingham, Ionia, Isabella, Jackson, Mecosta, Midland, Montcalm, Newaygo, Osceola, Saginaw, Shiawassee and Tuscola; and,

**WHEREAS**, the 2019 Intergovernmental Agreement (on file in the Board Office) was submitted to the Saginaw County Board of Commissioners for review/signatures and executed by the Chairman, Controller and Civil Counsel in November/December 2018; and,

**WHEREAS**, MSHN subsequently identified two sections within the 2019 Intergovernmental Agreement that required revision and distributed an Addendum to each of the 21 counties in Region 5. The Addendum includes correction of an MCL citation under the “Recitals” section and addition of language related to discrimination in the “Compliance with Laws” section; and,

**WHEREAS**, MSHN requires signatures from authorized agents of each of the 21 county commissions with the Mid-State Health Network region on the Addendum (on file in the Board Office) to finalize approval and fully execute the 2019 Intergovernmental Agreement.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of Saginaw County, Michigan, that Chairman Michael A. Webster is authorized to execute his signature on the Addendum to the 2019 Mid-State Health Network Substance Use Disorder Oversight Policy Advisory Board Intergovernmental Agreement.



**Yeas:** *Kathleen K. Dwan, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, James G. Theisen, Michael A. Webster – 9*  
**Absent:** *Cheryl M. Hadsall, Charles M. Stack – 2*  
**TOTAL:** - 11

STATE OF MICHIGAN            )  
  )ss  
COUNTY OF SAGINAW        )

I, the undersigned, the duly qualified and acting Clerk of the County of Saginaw, State of Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a regular meeting of the Board of Commissioners of said County, held on the 19th day of March, 2019, the original of which is on file in the Board Office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 19th day of March, 2019.  
**Michael J. Hanley, County Clerk**  
**County of Saginaw**

**RESOLUTION “B”**  
**BOARD OF COMMISSIONERS**  
**COUNTY OF SAGINAW**

**RESOLUTION AUTHORIZING APPLICATION TO THE**  
**MICHIGAN NATURAL RESOURCES TRUST FUND**

At a regular meeting of the Board of Commissioners of the County of Saginaw, State of Michigan held at Saginaw, Michigan on the 19th day of March, 2019.

**PRESENT:** *Kathleen K. Dwan, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, James G. Theisen, Michael A. Webster – 9*  
**ABSENT:** *Cheryl M. Hadsall, Charles M. Stack – 2*  
**TOTAL:** - 11

**Commissioner Krafft offered the following resolution and moved for adoption. The motion was seconded by Commissioner Kilpatrick.**

**WHEREAS**, Saginaw County supports the submission of an application titled ‘Haithco Recreation Area Splash & Spray Pad’ to the Michigan Natural Resources Trust Fund for development of splash/spray features and an interactive fountain at William H. Haithco Recreation Area; and,  
**WHEREAS**, the proposed application is supported by the Community’s 5-Year approved Parks and Recreation Plan; and,  
**WHEREAS**, Saginaw County Parks and Recreation Commission is hereby making a financial commitment to the project in the amount of \$150,000 matching funds, in cash and/or force account.



**NOW, THEREFORE, BE IT RESOLVED** that Saginaw County hereby authorizes submission of a Michigan Natural Resources Trust Fund Application for \$300,000 and further resolves to make available its financial obligation amount of \$150,000 (33%) of a total \$450,000 project cost during the 2020-2021 fiscal year.

**Yeas:** *Kathleen K. Dwan, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, James G. Theisen, Michael A. Webster – 9*

**Absent:** *Cheryl M. Hadsall, Charles M. Stack – 2*

**TOTAL:** - 11

STATE OF MICHIGAN )  
 )ss  
COUNTY OF SAGINAW )

I, the undersigned, the duly qualified and acting Clerk of the County of Saginaw, State of Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a regular meeting of the Board of Commissioners of said County, held on the 19th day of March, 2019, the original of which is on file in the Board Office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 19th day of March, 2019.

**Michael J. Hanley, County Clerk**  
**County of Saginaw**

**RESOLUTION “C”**  
**BOARD OF COMMISSIONERS**  
**COUNTY OF SAGINAW**

**RESOLUTION OF AGENCY**  
**PURSUANT TO SECTION 87c OF ACT 206**

At a regular meeting of the Board of Commissioners of the County of Saginaw, State of Michigan (the "County"), held at Saginaw, Michigan, on the 19th day of March, 2019.

**PRESENT:** *Kathleen K. Dwan, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, James G. Theisen, Michael A. Webster – 9*

**ABSENT:** *Cheryl M. Hadsall, Charles M. Stack – 2*

**TOTAL:** - 11

**Commissioner Krafft offered the following resolution and moved for adoption. The motion was seconded by Commissioner Ruth.**

**WHEREAS**, the Board of Commissioners of this County has heretofore adopted a resolution establishing the Saginaw County Delinquent Tax Revolving Fund, pursuant to Section 87b of Act No. 206, Public Acts of Michigan, 1893, as amended ("Act 206"); and,



**WHEREAS**, this Fund has been designated as the 100% Tax Payment Fund (the "Fund") by the County Treasurer; and,

**WHEREAS**, pursuant to Act 206, upon creation of the Fund the County Treasurer is to act as agent for the County to administer the Fund; and,

**WHEREAS**, the Board of Commissioners of the County has adopted a Resolution to Borrow Against Anticipated Delinquent 2018 Real Property Taxes to continue the Fund for 2019.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF SAGINAW, STATE OF MICHIGAN, as follows:**

1. Pursuant to Section 87c of Act 206, the County Treasurer's office shall receive for delinquent tax administrative expenses in connection with the Fund and the issuance of General Obligation Limited Tax Notes, Series 2019 by the County such sums as are provided by law.
2. As agent for the County, the County Treasurer shall act pursuant to Act 206 and as further provided in the Resolution to Borrow Against Anticipated Delinquent 2018 Real Property Taxes heretofore adopted by the County Board of Commissioners.

After discussion, the vote was:

**Yeas:** *Kathleen K. Dwan, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O'Neal, Carl E. Ruth, James G. Theisen, Michael A. Webster – 9*

**Absent:** *Cheryl M. Hadsall, Charles M. Stack – 2*

**TOTAL:** - 11

**A sufficient majority having voted therefor, the Resolution of Agency Pursuant to Section 87c of Act 206 was adopted.**

STATE OF MICHIGAN            )  
   )ss  
 COUNTY OF SAGINAW         )

I, the undersigned, the duly qualified and acting Clerk of the Board of Commissioners of the County of Saginaw, State of Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a regular meeting of the Board of Commissioners of said County, held on the 19th day of March, 2019, insofar as the same relate to the Resolution of Agency Pursuant to Section 87c of Act 206, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of 1976, as amended.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 19th day of March, 2019.  
**Michael J. Hanley, County Clerk**  
**County of Saginaw**



**RESOLUTION “D”  
BOARD OF COMMISSIONERS  
COUNTY OF SAGINAW**

**RESOLUTION TO BORROW AGAINST  
ANTICIPATED DELINQUENT 2018 REAL PROPERTY TAXES**

At a regular meeting of the Board of Commissioners of the County of Saginaw, State of Michigan, held at Saginaw, Michigan, on the 19th day of March, 2019.

**PRESENT:** *Kathleen K. Dwan, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, James G. Theisen, Michael A. Webster – 9*

**ABSENT:** *Cheryl M. Hadsall, Charles M. Stack – 2*

**TOTAL:** *- 11*

**Commissioner Krafft offered the following resolution and moved for adoption. The motion was seconded by Commissioner Ruth.**

**WHEREAS**, the Board of Commissioners of the County of Saginaw (the "County") has heretofore adopted a resolution establishing the Saginaw County Delinquent Tax Revolving Fund (the "Fund") pursuant to Section 87b of Act No. 206, Public Acts of Michigan, 1893, as amended ("Act 206"); and,

**WHEREAS**, the purpose of the Fund is to allow the Saginaw County Treasurer (the "County Treasurer") to pay from the Fund any or all delinquent real property taxes that are due and payable to the County, the State of Michigan and any school district, intermediate school district, community college district, city, township, special assessment district or other political unit for which delinquent tax payments are due; and,

**WHEREAS**, it is hereby determined to be necessary for the County to borrow money and issue its notes for the purposes authorized by Act 206, particularly Sections 87c, 87d and 87g thereof; and,

**WHEREAS**, it is estimated that the total amount of unpaid 2018 delinquent real property taxes (the "delinquent taxes") outstanding on March 1, 2019, will be approximately \$ 17,422,621 exclusive of interest, fees and penalties.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the County of Saginaw, State of Michigan, as follows:

Authorization of Borrowing

1. Pursuant to and in accordance with the provisions of Act 206, Public Acts of Michigan, 1893, as amended, and especially Sections 87c, 87d and 87g thereof, the County shall borrow the sum of not to exceed **Fifteen Million Five Hundred Thousand Dollars (\$15,500,000)** and issue its notes (the "notes") therefor for the purpose of continuing the Fund for the 2018 tax year. The exact amount to be borrowed shall not exceed the amount of delinquent taxes outstanding on March 1, 2019, exclusive of interest, fees and penalties. The County Treasurer shall designate the exact amount to be borrowed after the amount of the 2018 delinquent taxes outstanding on March 1, 2019, or the portion of the 2018 delinquent taxes against which the County shall borrow, has been determined.



Note Details

2. Pursuant to provisions of applicable law and an order of the County Treasurer, which order is hereby authorized, the notes may be issued in one or more series; shall be known as "General Obligation Limited Tax Notes, Series 2019" with a letter designation added thereto if the notes are issued in more than one series; shall be in fully registered form in denominations not exceeding the aggregate principal amounts for each maturity of the notes; shall be sold for not less than 98% of the face amount of the notes; shall bear interest at fixed or variable rates not to exceed the maximum interest rate permitted by applicable law; shall be dated, payable as to interest and in principal amounts, be subject to redemption in whole or in part prior to maturity, including any redemption premiums, and be subject to renewal, at such times and in such amounts, all as shall be designated in the order of the County Treasurer. Notes or portions of notes called for redemption shall not bear interest after the redemption date, provided funds are on hand with the note registrar and paying agent to redeem the same. Notice of redemption shall be given in the manner prescribed by the County Treasurer, including the number of days' notice of redemption and whether such notice shall be written or published, or both. If any notes of any series are to bear interest at a variable rate or rates, the County Treasurer is hereby further authorized to establish by order, and in accordance with law, a means by which interest on such notes may be set, reset or calculated prior to maturity, provided that such rate or rates shall at no time be in excess of the maximum interest rate permitted by applicable law. Such rates may be established by reference to the minimum rate that would be necessary to sell the notes at par; by a formula that is determined with respect to an index or indices of municipal obligations, reported prices or yields on obligations of the United States or the prime rate or rates of a bank or banks selected by the County Treasurer; or by any other method selected by the County Treasurer.

Payment of Principal and Interest

3. The principal of and interest on the notes shall be payable in lawful money of the United States from such funds and accounts as provided herein. Principal shall be payable upon presentation and surrender of the notes to the note registrar and paying agent when and as the same shall become due, whether at maturity or earlier redemption. Interest shall be paid to the owner shown as the registered owner on the registration books at the close of business on such date prior to the date such interest payment is due, as is provided in the order of the County Treasurer. Interest on the notes shall be paid when due by check or draft drawn upon and mailed by the note registrar and paying agent to the registered owner at the registered address, or by such other method as determined by the County Treasurer.

Note Registrar and Paying Agent

4. The County Treasurer shall designate, and may enter into an agreement with, a note registrar and paying agent for each series of notes that shall be the County Treasurer or a bank or trust company that is qualified to act in such capacity under the laws of the United States of America or the State of Michigan. The County Treasurer may from time to time designate a similarly qualified successor note registrar and paying agent. Alternatively, the County Treasurer may serve as note registrar and paying agent if so designated by written order of the County Treasurer.





Disposition of Note Proceeds

5. The proceeds of the sale of the notes shall be deposited into a separate account in the Fund and shall be used to continue the Fund. The County Treasurer shall pay therefrom and from unpledged funds in the Fund, uncommitted funds in the County General Fund and/or any other legally available funds, the full amount of the delinquent tax roll against which the County has borrowed, delivered as uncollected by any tax collector in the County and that is outstanding and unpaid on or after March 1, 2019, in accordance with the provisions of Act 206. If the notes are sold at a premium, the County Treasurer shall determine what portion of the premium, if any, shall be deposited in the 2019 Collection Account established in Section 6 hereof.

2019 Collection Account

6. There is hereby established as part of the Fund an account (hereby designated the "2019 Collection Account") into which account the County Treasurer shall place delinquent taxes against which the County has borrowed, and interest thereon, collected on and after March 1, 2019, or such later date as determined by the County Treasurer, all County property tax administration fees on such delinquent taxes, after expenses of issuance of the notes have been paid, any premium as determined pursuant to Section 5 hereof, and any amounts received by the County Treasurer from the County, the State of Michigan and any taxing unit within the County, because of the uncollectibility of such delinquent taxes. The foregoing are hereby established as funds pledged to note repayment. The County Treasurer shall designate the delinquent taxes against which the County shall borrow for each series of notes.

Note Reserve Fund

7. There is hereby authorized to be established by the County Treasurer a note reserve fund for the notes (the "2019 Note Reserve Fund") if the County Treasurer deems it to be reasonably required as a reserve and advisable in selling the notes at public or private sale. The County Treasurer is authorized to deposit in the 2019 Note Reserve Fund from proceeds of the sale of the notes, unpledged moneys in the Fund, uncommitted funds in the County General Fund and/or any other legally available funds, an amount not exceeding ten percent (10%) of the face amount of the notes.

Security for Payment of Notes

8. All of the moneys in the 2019 Collection Account and the 2019 Note Reserve Fund, if established, and all interest earned thereon, relating to a series of notes are hereby pledged equally and ratably as to such series to the payment of the principal of and interest on the notes and shall be used solely for that purpose until such principal and interest have been paid in full. When moneys in the 2019 Note Reserve Fund, if established, are sufficient to pay the outstanding principal of the notes and the interest accrued thereon, such moneys may be used to retire the notes. If more than one series of notes is issued, the County Treasurer by order shall establish the priority of the funds pledged for payment of each such series. In such case the County Treasurer may establish sub-accounts in the various funds and accounts established pursuant to the terms of this resolution as may be necessary or appropriate.



Additional Security

9. Each series of notes, in addition, shall be a general obligation of the County, secured by its full faith and credit, which shall include the County's limited tax obligation, within applicable constitutional and statutory limits, and its general funds. The County budget shall provide that if the pledged delinquent taxes and any other pledged amounts are not collected in sufficient amounts to meet the payments of principal and interest due on each series of notes, the County, before paying any other budgeted amounts, will promptly advance from its general funds sufficient moneys to pay that principal and interest. The County shall not have the power to impose taxes for payment of the notes in excess of constitutional or statutory limitations. If moneys in the 2019 Collection Account and the 2019 Note Reserve Fund, if established, are not sufficient to pay the principal of and interest on the notes, when due, the County shall pay the same in accordance with this Section, and may thereafter reimburse itself from the delinquent taxes collected.

Release of Pledge of 2019 Collection Account

10. Upon the investment of moneys in the 2019 Collection Account in direct non-callable obligations of the United States of America in amounts and with maturities that are sufficient to pay in full the principal of and interest on the notes when due, any moneys in the 2019 Collection Account thereafter remaining may be released from such pledge created pursuant to Section 8 hereof and may be used to pay any or all delinquent real property taxes that are due the County, the State of Michigan and any school district, intermediate school district, community college district, city, township, special assessment district or other political unit to which delinquent tax payments are due for any year or for any other purpose permitted by law.

Sale of Notes

11. The County Treasurer is hereby authorized to offer the notes at public or private sale as determined by order of the County Treasurer and to do all things necessary to effectuate the sale, delivery, transfer and exchange of the notes in accordance with the provisions of this resolution. Notes of one series may be offered for sale and sold separately from notes of another series. If the notes are to be sold publicly, sealed proposals for the purchase of the notes shall be received by the County Treasurer for such public sale to be held at such time as shall be determined by the County Treasurer and notice thereof shall be published in accordance with law once in *The Bond Buyer*, which is hereby designated as being a publication printed in the English language and circulated in this State that carries as a part of its regular service, notices of sale of municipal bonds. Such notice shall be in the form prescribed by the County Treasurer.



The County Treasurer is hereby authorized to cause the preparation of an official statement for the notes for the purpose of enabling compliance with SEC Rule 15c2-12 (the "Rule") and to do all other things necessary to enable compliance with the Rule. After the award of the notes, the County will provide copies of a final official statement (as defined in paragraph (e)(3) of the Rule) on a timely basis and in reasonable quantity as requested by the successful bidder or bidders to enable such successful bidder or bidders to comply with paragraphs (b)(3) and (b)(4) of the Rule and the rules of the Municipal Securities Rulemaking Board. The County Treasurer is authorized to enter into such agreements as may be required to enable the successful bidder or bidders to comply with the Rule.

Continuing Disclosure

12. The County Treasurer is hereby authorized to execute and deliver in the name and on behalf of the County (i) a certificate of the County to comply with the requirements for a continuing disclosure undertaking of the County pursuant to paragraph (b)(5) or (d)(2) of the Rule, as applicable, and (ii) amendments to such certificate from time to time in accordance with the terms of such certificate (the certificate and any amendments thereto are collectively referred to herein as the "Continuing Disclosure Certificate"). The County hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate.

Execution and Delivery of Notes

13. The County Treasurer is hereby authorized and directed to execute the notes for the County by manual or facsimile signature and the County Treasurer shall cause the County seal or a facsimile thereof to be impressed or imprinted on the notes. Unless the County Treasurer shall specify otherwise in writing, fully registered notes shall be authenticated by the manual signature of the note registrar and paying agent. After the notes have been executed and authenticated, if applicable, for delivery to the original purchaser thereof, the County Treasurer shall deliver the notes to the purchaser or purchasers thereof upon receipt of the purchase price. Additional notes bearing the manual or facsimile signature of the County Treasurer and upon which the seal of the County or a facsimile thereof is impressed or imprinted may be delivered to the note registrar and paying agent for authentication, if applicable, and delivery in connection with the exchange or transfer of fully registered notes. The note registrar and paying agent shall indicate on each note that it authenticates the date of its authentication. The notes shall be delivered with the approving legal opinion of Dickinson Wright PLLC.

Exchange and Transfer of Fully Registered Notes

14. Any fully registered note, upon surrender thereof to the note registrar and paying agent with a written instrument of transfer satisfactory to the note registrar and paying agent duly executed by the registered owner or his or her duly authorized attorney, at the option of the registered owner thereof, may be exchanged for notes of any other authorized denominations of the same aggregate principal amount and maturity date and bearing the same rate of interest as the surrendered note.



Each note shall be transferable only upon the books of the County, which shall be kept for that purpose by the note registrar and paying agent, upon surrender of such note together with a written instrument of transfer satisfactory to the note registrar and paying agent duly executed by the registered owner or his or her duly authorized attorney.

Upon the exchange or transfer of any note, the note registrar and paying agent on behalf of the County shall cancel the surrendered note and shall authenticate, if applicable, and deliver to the transferee a new note or notes of any authorized denomination of the same aggregate principal amount and maturity date and bearing the same rate of interest as the surrendered note. If, at the time the note registrar and paying agent authenticates, if applicable, and delivers a new note pursuant to this Section, payment of interest on the notes is in default, the note registrar and paying agent shall endorse upon the new note the following: "Payment of interest on this note is in default. The last date to which interest has been paid is [place date]."

The County and the note registrar and paying agent may deem and treat the person in whose name any note shall be registered upon the books of the County as the absolute owner of such note, whether such note shall be overdue or not, for the purpose of receiving payment of the principal of and interest on such note and for all other purposes, and all payments made to any such registered owner, or upon his or her order, in accordance with the provisions of Section 3 hereof shall be valid and effectual to satisfy and discharge the liability upon such note to the extent of the sum or sums so paid, and neither the County nor the note registrar and paying agent shall be affected by any notice to the contrary. The County agrees to indemnify and save the note registrar and paying agent harmless from and against any and all loss, cost, charge, expense, judgment or liability incurred by it, acting in good faith and without negligence hereunder, in so treating such registered owner.

For every exchange or transfer of notes, the County or the note registrar and paying agent may make a charge sufficient to reimburse it for any tax, fee or other governmental charge required to be paid with respect to such exchange or transfer, which sum or sums shall be paid by the person requesting such exchange or transfer as a condition precedent to the exercise of the privilege of making such exchange or transfer.

The note registrar and paying agent shall not be required to transfer or exchange notes or portions of notes that have been selected for redemption.

#### Book Entry System

15. At the option of the County Treasurer and notwithstanding any provisions of this resolution to the contrary, the County Treasurer is hereby authorized to enter into an agreement with a custodian or trustee for the purpose of establishing a "book entry" system for registration of notes to be fully registered. Pursuant to the provisions of such agreement, the notes may be registered in the name of the custodian or trustee for the benefit of other persons or entities. Such agreement shall provide for the keeping of accurate records and prompt transfer of funds by the custodian or trustee on behalf of such persons or entities. The agreement may provide for the issuance by the custodian or trustee of certificates evidencing beneficial ownership of



the notes by such persons or entities. For the purpose of payment of the principal of and interest on the notes, the County may deem payment of such principal and interest, whether overdue or not, to the custodian or trustee as payment to the absolute owner of such note. Pursuant to provisions of such agreement, the book entry system for the notes may be used for registration of all or a portion of the notes and such system may be discontinued at any time by the County. The note registrar and paying agent for the notes may act as custodian or trustee for such purposes.

Issuance Expenses

16. Expenses incurred in connection with the issuance of the notes, including without limitation any premiums for any insurance obtained for the notes, note rating agency fees, travel and printing expenses, fees for agreements for lines of credit, letters of credit, commitments to purchase the notes, remarketing agreements, reimbursement agreements, purchase or sales agreements or commitments, or agreements to provide security to assure timely payment of the notes, fees for the setting of interest rates on the notes and bond counsel, financial advisor, paying agent and registrar fees, all of which are hereby authorized, shall be paid by the County Treasurer from County property tax administration fees on the delinquent taxes, from any other moneys in the Fund not pledged to the repayment of notes and general funds of the County that are hereby authorized to be expended for that purpose.

Replacement of Notes

17. Upon receipt by the County Treasurer of satisfactory evidence that any outstanding note has been mutilated, destroyed, lost or stolen, and of security or indemnity complying with applicable law and satisfactory to the County Treasurer, the County Treasurer may execute or authorize the imprinting of the County Treasurer's facsimile signature thereon and thereupon, and if applicable, a note registrar or paying agent shall authenticate and the County shall deliver a new note of like tenor as the note mutilated, destroyed, lost or stolen. Such new note shall be issued and delivered in exchange and substitution for, and upon surrender and cancellation of, the mutilated note or in lieu of and in substitution for the note so destroyed, lost or stolen in compliance with applicable law. For the replacement of authenticated notes, the note registrar and paying agent shall, for each new note authenticated and delivered as provided above, require the payment of expenses, including counsel fees, which may be incurred by the note registrar and paying agent and the County in the premises.

Any note issued under the provisions of this Section in lieu of any note alleged to be destroyed, lost or stolen shall be on an equal basis with the note in substitution for which such note was issued.

Chargebacks

18. For any principal payment date of the notes on or after January 1, 2022, the delinquent taxes on property foreclosed and sold pursuant to the provisions of Act 206 and against which the County has borrowed shall, if necessary to ensure full and timely payment of principal of and interest on the notes when due, be charged back to the taxing jurisdictions in such manner as determined by the County Treasurer. The proceeds of such chargebacks shall be deposited in the 2019 Collection Account as security for payment of the notes as described in Section 8



hereof. The provisions of this Section shall not limit the authority of the County Treasurer under the laws of the State of Michigan to charge back delinquent taxes under other circumstances or at other times.

Purchase of Notes by County

19. All or any portion of the notes may be purchased or otherwise acquired by the County if the County Treasurer by order deems such purchase or acquisition to be in the best interest of the County. In such case, the County Treasurer is authorized to take such actions to effectuate the purchase or acquisition, including without limitation entering into an agreement to purchase or repurchase the notes. The purchase or other acquisition of notes by or on behalf of the County does not cancel, extinguish or otherwise affect the notes and the notes shall be treated as outstanding notes for all purposes of this resolution until paid in full.

Issuance of Refunding Notes

20. The County shall refund all or part of the notes authorized hereunder and/or notes previously issued by the County to continue the Fund for prior tax years if and as authorized by order of the County Treasurer through the issuance of refunding notes (the "Refunding Notes") in an amount to be determined by order of the County Treasurer. Proceeds of the Refunding Notes may be used to redeem such notes and to pay issuance expenses of the Refunding Notes as authorized and described in Section 16 hereof. The County Treasurer shall have all the authority with respect to the Refunding Notes as is granted to the County Treasurer with respect to the notes by the other Sections hereof, including the authority to select a note registrar and paying agent, to apply to the Michigan Department of Treasury for approval to issue the Refunding Notes, if necessary, to cause the preparation of an official statement and to do all other things necessary to sell, execute and deliver the Refunding Notes. The Refunding Notes shall contain the provisions, shall be payable as to principal and interest and shall be secured as set forth herein and as further ordered by the County Treasurer. The Refunding Notes may be sold as a separate issue or may be combined in a single issue with other obligations of the County issued pursuant to the provisions of Act 206 as shall be determined by the County Treasurer. The County Treasurer is authorized to prescribe the form of Refunding Note and the form of notice of sale, if any, for the sale of Refunding Notes.

Form of Notes

21. The notes shall be in the form approved by the County Treasurer, which approval shall be evidenced by the County Treasurer's execution thereof.

After discussion, the vote was:

**Yeas:** *Kathleen K. Dwan, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O'Neal, Carl E. Ruth, James G. Theisen, Michael A. Webster – 9*

**Absent:** *Cheryl M. Hadsall, Charles M. Stack – 2*

**TOTAL:** - 11

**A sufficient majority having voted therefor, the Resolution to Borrow Against Anticipated Delinquent 2018 Real Property Taxes was adopted.**



STATE OF MICHIGAN            )  
  )ss  
COUNTY OF SAGINAW        )

I, the undersigned, the duly qualified and acting Clerk of the County of Saginaw, State of Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a regular meeting of the Board of Commissioners of said County, held on the 19th day of March, 2019, insofar as the same relate to the Resolution to Borrow Against Anticipated Delinquent 2018 Real Property Taxes, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended.

**Michael J. Hanley, County Clerk  
County of Saginaw**

**RESOLUTION “E”  
BOARD OF COMMISSIONERS  
COUNTY OF SAGINAW**

**RESOLUTION AND ORDER MODIFYING SAGINAW COUNTY COMMUNITY  
MENTAL HEALTH AUTHORITY REPORTING REQUIREMENTS  
SECOND AMENDMENT (2019)**

At a regular meeting of the Board of Commissioners of the County of Saginaw, State of Michigan held at Saginaw, Michigan on the 19th day of March, 2019.

- PRESENT:**     *Kathleen K. Dwan, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, James G. Theisen, Michael A. Webster – 9*
- ABSENT:**     *Cheryl M. Hadsall, Charles M. Stack – 2*
- TOTAL:**        *- 11*

**Commissioner O’Neal offered the following resolution and moved for adoption. The motion was seconded by Commissioner Ruth.**

This second amendment, dated March 19, 2019, (Second Amendment (2019)), to the Resolution creating the Saginaw County Mental Health Authority (Authority), designated Resolution ‘E’ (Resolution ‘E’), by the Saginaw County Board of Commissioners (County).

**WHEREAS**, so called Resolution ‘E’ creating the Saginaw County Mental Health Authority was initially approved May 20, 1997, and subsequently amended (and re-approved in its entirety by the Saginaw County Board of Commissioners on December 14, 1999); and,  
**WHEREAS**, pursuant to the Section XVII of Resolution ‘E’ as re-approved December 14, 1999, Resolution ‘E’ may be amended by the County following notice and hearing, with the approved amendment to be subsequently filed with the Saginaw County Clerk and the Michigan Secretary of State; and,  
**WHEREAS**, the County desires to amend the dates Resolution ‘E’ to require certain reports from the Authority as identified in Attachment One, attached hereto and made a part of Resolution ‘E’ by virtue of this resolution; and,







## ATTACHMENT ONE

### SAGINAW COUNTY COMMUNITY MENTAL HEALTH AUTHORITY REPORTING TO COUNTY OF SAGINAW (Final)

REPORT / TASK	DUE DATE	COUNTY STAFF RECEIPT AND/OR BOARD of COMMISSIONERS COMMITTEE	NOTES
A) Public Posting of all SCCMHA Board and Committee Meetings	18 Hours prior to meeting if not sooner	County of Saginaw Board of Commissioners Coordinator	Send link to SCCMHA website posting
B) Local Match Request Letter	On or before May 10 <sup>th</sup>	County of Saginaw Controller	Send letter as email attachment
C) SCCMHA Annual Budget and Notice of Public Hearing	On or before October 1 <sup>st</sup>	County of Saginaw Controller	Send as email attachment
D) Strategic Plan / Update	On or before October 1 <sup>st</sup>	County of Saginaw Controller	Send as email attachment
E) CEO Annual Presentation	November	Human Services Committee/ Regular November meeting	Prepared materials sent to BOC Coordinator by meeting mailing date as email attachment
F) Annual Financial Audit	On or before March 31 <sup>st</sup>	County of Saginaw Controller County of Saginaw, Budget and Audit Committee	Prepared materials sent to BOC coordinator and Controller by meeting mailing date
G) Annual Progress Report – focus on financial and services	On or before July 31 <sup>st</sup>	BOC Coordinator for distribution to all commissioners	Send link to SCCMHA website posting
H) Robért Report Submissions	As per calendar	Controller's Management Assistant	Send as email attachment
I) Press Release Distributions and Face Book push messaging	As Issued if there is interest	Board Coordinator	SCCMHA Website link Send as email attachment or SCCMHA website link or FB push messaging

### SAGINAW COUNTY COMMUNITY MENTAL HEALTH AUTHORITY REPORTING TO COUNTY OF SAGINAW (Final)

J) Major changes in MDHHS Contract or organizational responsibilities and any related Board of Commissioners statutorily required decision request	As needed	County of Saginaw Controller	Send information as email attachment with request for placement on BOC Committee Agenda
K) Request for SCCMHA Board Appointments / Reappointments	March 1st	County of Saginaw, Chairman of BOC	Send materials to BOC Coordinator Specify position category as per Bylaws and MI Mental Health Code
L) Quarterly Financial reports with brief narrative	Quarterly	County of Saginaw Budget/Audit Committee	Send prepared materials to BOC Coordinator and Controller by meeting mailing date



## UNFINISHED BUSINESS

None

## PROCLAMATIONS

### Proclamation

#### Child Abuse & Neglect Prevention Month

**Whereas**, WHATEVER YOU DO, DON'T LOOK THE OTHER WAY. Every April, we're reminded that hundreds of thousands of children suffer abuse or neglect each year in the United States. The purpose of National Child Abuse Prevention Month is to raise awareness about the causes and conditions that contribute to an abusive relationship between caregivers and children. It's also an opportunity to educate ourselves about how to identify and hopefully prevent abuse or neglect when we come across it; and,

**Whereas**, Child abuse or neglect can occur in any family, regardless of race or social class. Families in which it does occur usually have some of these characteristics in common: Immature and inexperienced parents; unrealistic expectations about child behavior by parents; stress, substance abuse/parents who have suffered their own childhood trauma and/or lack of supportive networks. These characteristics seem to indicate that one of the best ways we can prevent child abuse and neglect is to strengthen families; and,

**Whereas**, Effective intervening in the lives of children threatened by abuse is a shared responsibility and Saginaw County citizens must come together so that the voices of our children are heard by all. By providing a safe and nurturing environment for our children free of violence, abuse, and neglect, we can support Saginaw County's children as they grow to their full potential as the next generation of leaders.

**Now, Therefore, I**, Michael A. Webster, Chairman of the Saginaw County Board of Commissioners, do hereby proclaim April as Child Abuse & Neglect Prevention Month in the County of Saginaw and call for blue pinwheels to be placed on the grounds of the Saginaw County Governmental Center to remember the young lives cut short by senseless violence and to help realize the end of child abuse and neglect.

**In Witness Whereof**, I have hereunto set my hand and caused the seal of the County of Saginaw to be affixed this 19th day of March in the year of our Lord, two thousand and nineteen.

Respectfully Submitted,  
**Saginaw County**  
**Board of Commissioners**  
Michael A. Webster  
Chair, District #11

Adopted & Presented: March 19, 2019



**Proclamation  
Volunteer Week**

**Whereas**, National Volunteer Week is an opportunity to celebrate the impact of volunteer service and the power of volunteers to come together to tackle tough challenges, and build stronger, more resilient communities. Each year, we shine a light on the people and causes that inspire us to serve, recognizing and thanking volunteers who lend their time, talent and voice to make a difference in their communities; and,

**Whereas**, National Volunteer Week was established in 1974 and has grown each year, with thousands of volunteer projects and special events scheduled throughout the week. National Volunteer Week is an opportunity to shine a light on the people and causes that inspire us to serve. The Daily Point of Light Award honors exceptional volunteers, celebrating the power of the individual to spark change and improve the world.

**Now, Therefore, Be It Resolved**, That the Saginaw County Board of Commissioners hereby proclaims April 7 – 13, 2019 as Volunteer Week in Saginaw County, Michigan and honors exceptional volunteers, celebrating the power of the individual to spark change and improve the world.

**In Witness Whereof**, the seal of the County of Saginaw will be affixed and the Proclamation adopted by the Board of Commissioners on the 19<sup>th</sup> day of March in the year of our Lord two thousand nineteen.

Respectfully Submitted,  
**Saginaw County**  
**Board of Commissioners**  
Michael A. Webster  
Chair, District #11

Presented & Adopted: March 19, 2019

James G. Theisen  
Commissioner, District #5

**Proclamation  
Public Health Week**

**Whereas**, Everyone deserves to live a long and healthy life in a safe environment. To make that possible, we need to address the causes of poor health and disease risk among individuals and within our communities. Where we live, learn, work, worship and play affect each of us and can determine our health and life expectancy. In the workplace, let's partner across public and private sectors to make sure decisions are made with the public's health in mind. Within our communities, let's start new conversations with our neighbors and become advocates for positive change. Working together we can build healthier communities and, eventually, the healthiest nation. But we need your help to get there; and,

**Whereas**, During the first full week of April each year, the American Public Health Association (APHA) brings together communities across the United States to observe National Public Health Week as a time to recognize the contributions of public health and highlight issues that are important to improving our nation. For over 20 years, APHA has served as the organizer of National Public Health Week.

**Now, Therefore, I**, Michael A. Webster, Chairman of the Saginaw County Board of Commissioners, do hereby proclaim April 1 – 7, 2019 as Public Health Week in the County of Saginaw.

**In Witness Whereof**, I have hereunto set my hand and caused the seal of the County of Saginaw to be affixed this 19<sup>th</sup> day of March in the year of our Lord, two thousand and nineteen.



Respectfully Submitted,  
**Saginaw County**  
**Board of Commissioners**  
Michael A. Webster  
Chairman, District #11

Presented: April 5, 2019  
Adopted: March 19, 2019

Amos O’Neal  
Commissioner, District #9

## **ELECTIONS**

- O’Neal moved, seconded by Ruth, to confirm the re-election of Mike Cierzniewski (Primary Consumer), Robert Woods (Secondary Consumer), Phil Grimaldi (General Public), and Andrea Schrems (Agency/Occupation) to the **Saginaw County Community Mental Health Authority Board** for terms that expire April 1, 2022. Motion carried.

## **APPOINTMENTS**

- Chairman Webster re-appointed Phil Grimaldi to the **Economic Development Corporation** for a term that expires April 1, 2025

## **ANNOUNCEMENTS BY THE CHAIR**

- Chairman Webster recognized the absence of Commissioner Stack due to recent surgery and encouraged Commissioners to give him a call.
- Chairman Webster commented about the successful “Board & Breakfast” event, organized by Commissioner Matthews and underwritten by Wanigas Credit Union. It was well-attended, and it was a great way to recognize and show our appreciation for employees.
- Chairman Webster announced another opportunity to show our appreciation to employees and in the spirit of health, fitness and wellness, Commission Matthews has obtained 10+ bicycles to give away in an employee drawing just before the Easter holiday. Information on how employees can enter the drawing will be sent out soon.
- Chairman Webster recognized Alma Velasquez for 25 years of service to the county and encouraged Commissioners to congratulate employees from their district who are celebrating a milestone.

## **COMMISSIONERS’ AUDIENCES**

- ◆ Commissioner Webster thanked Board Staff and the Controller for planning and leading the Strategic Planning Session and asked about next steps. The Controller stated department heads are currently updating their top priorities and a Committee of the Whole will be scheduled to finalize the “Goal Setting” portion of the Strategic Planning Session.
- ◆ Commissioner Theisen commented on volunteerism and his experience with the late Muhammad Ali who he believes is the greatest volunteer of all time.
- ◆ Commissioner Harris announced he is running for a position on the Michigan Association of Counties (MAC) Board of Directors and asked commissioners for their support.



***By Commissioner Ruth, seconded by Commissioner Harris: That the Board adjourn. Motion carried. Thereupon, the Board adjourned at 5:40 p.m.***

Respectfully Submitted,

**SAGINAW COUNTY BOARD OF COMMISSIONERS**

**MICHAEL A. WEBSTER, CHAIRMAN**

**MICHAEL J. HANLEY, CLERK**

Prepared by: Suzy Koeplinger, Deputy County Clerk



**OFFICIAL PROCEEDINGS**  
**OF THE**  
*Board of Commissioners*  
**OF SAGINAW COUNTY, MICHIGAN**



**APRIL SESSION 2019**

**F**irst Day of the April Session of the Board of Commissioners of Saginaw County, Michigan, held Tuesday, April 16, 2019. The Board met pursuant to adjournment at 5:00 p.m. with the Honorable Michael A. Webster in the Chair. Deputy Clerk Suzy Koepplinger took roll, quorum present as follows:

**PRESENT:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 10*

**ABSENT:** *Amos O'Neal - 1*

**TOTAL:** - 11

Commissioner Ruth opened the meeting with a prayer, followed by the Pledge of Allegiance to the Flag.

**APPROVAL OF MINUTES**

Commissioner Kilpatrick moved, seconded by Commissioner Dwan, to approve the March 19, 2019 Board Session Minutes. Motion carried.

**PUBLIC HEARING**

None

**CLERK'S CALL OF SESSION**

April 5, 2019

TO: SAGINAW COUNTY BOARD OF COMMISSIONERS

RE: Notice of April 16, 2019 Board Session



Honorable Commissioners:

The Saginaw County Board of Commissioners will convene for its First Day's Session on Tuesday, April 16, 2019 at 5:00 p.m. in the Board Chambers, Second Floor - Room 200, Saginaw County Governmental Center, Saginaw, Michigan.

Respectfully Submitted,  
Michael J. Hanley, County Clerk

**By the Chair: That the Notice of Meeting from the County Clerk be received and filed, if there are no objections. The Chair hears none; it is so ordered.**

**AUDIENCES**

- ◆ Katherine Tessin, Administrative Director, Mid Michigan Waste Authority, distributed information and promoted the 2019 Special Waste schedule
- ◆ Commissioner Theisen presented Allie Martinez, Community Engagement Manager at Underground Railroad, with a Proclamation for April as **Sexual Assault Awareness Month**
- ◆ Commissioner Hadsall presented Attorney William Cowdry, Saginaw County Bar Association/Law Day Committee, with a Proclamation for May 1, 2019 as **Law Day**

**LAUDATORY RESOLUTIONS**

- Certificate of Recognition to Pastor Lewis Owens on his 4<sup>th</sup> anniversary at Grace C.O.G.I.C.

**Certificate of Recognition  
Pastor Louis Owens  
4<sup>th</sup> Anniversary**

**Pastor Louis Owens** received his appointment to Grace C.O.G.I.C. under Bishop John Henry Sheard. Pastor Owens established the God’s Blessings Ministry.

**He is a member** of the Saginaw and Detroit C.O.G.I.C. Ministerial Alliances, has participated in the Saginaw African Cultural Festival for over 30 years, and is active with the Gospel Fest. Under his leadership the Church organized a clothing and good neighbor ministry serving the needy as well as a community wide vacation bible school that is open to all.

**Your impact** on this community has been indispensable. Your selflessness and commitment to ministry has served as a model for citizens and clergy across the county. As a result of your ministry, our community is stronger, more resilient and celebrated by all.

**The Saginaw County Board of Commissioners** truly admires your devotion and call to service. Congratulations on your 4<sup>th</sup> anniversary and warm wishes for many more.

Respectfully Submitted,  
**Saginaw County  
Board of Commissioners**  
Michael A. Webster  
Chairman, District #11

Presented: April 6, 2019  
Adopted: April 16, 2019

Michael J. Hanley  
Saginaw County Clerk



## PETITIONS AND COMMUNICATIONS

By the Chair: That the following communications received by the Board of Commissioners be referred as designated, if there are no objections. The Chair hears none; it is so ordered.

**4-16-1 PURCHASING/RISK MANAGER** submitting the Saginaw County PNC Credit Card Statement and Detailed Charges for December 2018, January 2019 and February 2019.

-- Budget/Audit (*Receive & File*)

**4-16-2 FRANKENMUTH CONVENTION & VISITORS BUREAU** submitting its FY 2018 Audit, in accordance with the Management Agreement with Saginaw County.

-- County Services (*Receive & File*)

**4-16-3 10<sup>TH</sup> CIRCUIT COURT FAMILY DIVISION** requesting (1) To adjust the Budget Resolution D Fee Schedule to reflect a \$100.00 fee for an Adoption Home Study; (2) Permission to work with the Controller's Office to adjust PCN splits in the Child Care Fund related to Office Assistant 1 and Account Specialist III; and (3) Authority to adjust PCN splits when needed without approval of the Board of Commissioners only when the splits do not increase the budget.

-- Courts & Public Safety (**4-16-2.1**) Labor Relations (**4-16-5.4**)

**4-16-4 BOARD COORDINATOR/CIVIL COUNSEL** submitting amendments to General/Administrative Policy #112 titled Freedom of Information Act (FOIA) Request Policy regarding changes that apply primarily to deposit requests.

-- County Services (**4-16-3.1**)

**4-16-5 COMMUNITY CORRECTIONS** requesting use of the remaining half (\$92,111) of the General Fund allocation to Community Corrections to insure uninterrupted services for the remainder of FY 2019.

-- Budget/Audit (**4-16-4.3**)

**4-16-6 HEALTH DEPARTMENT** requesting (1) To add a new Environmental Health Fee (Septic Tank Only Permit) in the amount of \$188 per service and amend Resolution D – Budget Fee Schedule; and (2) To accept a grant in the amount of \$196,714 from Mid-State Health Network to develop and implement a Syringe Service Program (SSP) in Saginaw County.

-- Human Services (**4-16-1.1/1.2**)

**4-16-7 EQUALIZATION** submitting the 2019 Preliminary Report of Equalization for all townships and cities in Saginaw County, Form L-4024, Statement of Valuation.

-- County Services (**4-16-3.2**)

**4-16-8 CONTROLLER/CAO** submitting a Status Report on the Saginaw County Adult Detention & Sheriff Administration Building Project.

-- Courts & Public Safety (*Receive & File*)

**4-16-9 CONTROLLER/CAO** submitting information on the FY 2019 Law Enforcement Fund related to Genesee County inmate revenue and the use of reserves.

-- Budget/Audit

**4-16-10 SHERIFF** requesting an increase to the Sheriff Administration Training Budget (101-30101-95800) in the amount of \$4,000 from the DEA Forfeiture Fund; Further, requesting an increase to the Law Enforcement Operations Budget (207-30104) in the amount of \$23,625.74 due to revenue generated from the sale of vehicles and outdated property and to place the revenue in line item accounts as follows:





- 207-30104-81003 (\$586 – Horse);
  - 207-30104-75400 (\$4,000 – Uniforms);
  - 207-30104-97900 (\$15,000 – Build new vehicles);
  - 280-30155-93600 (\$2,800 – Repairs to '67 Ford); and
  - 207-30104-95800 (\$3,739.74 – Training)
- Budget/Audit **(4-16-4.4)**

**4-16-11        TREASURER/CONTROLLER** sending the electronic transactions and voucher payments transmittal form for the month of February 2019.

- Budget/Audit **(4-16-4.1)**

**4-16-12        FRIEND OF THE COURT** requesting elimination of vacant positions of Legal Specialist II (formerly Investigator) (PCN 215131) and Account Specialist II (PCN 215112) and to add two (2) **Legal Clerk II** positions (Pay Grade 11) in order to open phone lines to answer case specific questions and increase accessibility for the public.

- Labor Relations **(4-16-5.5)**

**4-16-13        PERSONNEL DIRECTOR** submitting the March 2019 Employment Status Report.

- Labor Relations *(Receive & File)*

**4-16-14        PERSONNEL DIRECTOR** requesting approval to waive the hiring freeze and implement the recommended salary grade (Grade 15) for the position of **Parks Foreman**.

- Labor Relations **(4-16-5.1)**

**4-16-15        PROSECUTOR** requesting waiver of the hiring freeze and approval to fill two (2) **Assistant Prosecutor positions**.

- Labor Relations **(4-16-5.6)**

**4-16-16        HEALTH DEPARTMENT** requesting waiver of the hiring freeze and approval to fill the vacant positions of **Computer and Data Analyst, WIC Coordinator, and Vision Technician (PT)**.

- Labor Relations **(4-16-5.7)**

**4-16-17        SHERIFF** requesting creation of a Personnel Control Number (PCN) for a new contractual **Sheriff Deputy** position in Spaulding Township.

- Labor Relations **(4-16-5.8)**

**4-16-18        REHMANN** submitting the final FY 2018 Audited Financial Statements.

- Budget/Audit **(4-16-4.2)**

**4-16-19        CONTROLLER/CAO** recommending adoption of a Position Statement as a means to recognize the Saginaw County Courts' independence and exemption from certain County policies.

- Executive **(Pulled)**

**4-16-20        PERSONNEL DIRECTOR** submitting proposed changes to County Policy #332 titled "Position Classification" incorporating changes necessitated by the adoption of Phase I of the Job Classification and Total Compensation Study.

- Labor Relations **(4-16-5.2)**

**4-16-21        CIVIL COUNSEL/LABOR SPECIALIST** submitting a new County Policy titled "Social Media Policy" which applies to all employees, independent contractors, volunteers, service providers, interns and others using the County's computer resources and/or posting on behalf of Saginaw County.

- Labor Relations **(4-16-5.3)**

**4-16-22        CONTROLLER/CAO** submitting for discussion a Michigan Supreme Court Administrative Order entitled "Establishment of Court Security Committees."

- Executive **(Pulled)**



**4-16-23 HON. A.T. FRANK, DISTRICT COURT JUDGE** requesting approval to extend a contract with a retired employee in his office, pursuant to County Policy #346, Sec. 6.4.

-- Labor Relations (**4-16-5.9**)

**4-16-24 CONTROLLER/CAO** requesting discussion with the Legislative Committee on proposed changes to the Michigan Medical Examiner’s System and possible impact on Saginaw County; discussion of efforts the County has undertaken in obtaining grant funding in FY 2019 for the Saginaw County Community Corrections Program; and to identify dates to host a “Legislative Update” with our state and federal legislators and/or their staff to discuss legislative initiatives that impact Saginaw County.

-- Legislative

**4-16-25 MEDICAL EXAMINER** submitting a report on Drug-Related Deaths in Saginaw County from 2015 – 2017 from Salam Huneidi, MD, MPH and Russell Bush, MD, MPH.

-- Human Services

### INITIATORY MOTIONS

- Hadsall moved, seconded by Theisen, to approve submission to the printer of the attached Dedication Plaque for placement on the Saginaw County Adult Detention & Sheriff Administration Building. Motion carried unanimously.

## SAGINAW COUNTY SHERIFF’S OFFICE

<p><b><u>BOARD OF COMMISSIONERS</u></b> <b>2018 - 2020</b> MICHAEL A. WEBSTER, CHAIR CARL E. RUTH, VICE CHAIR CHERYL M. HADSALL, COURTS &amp; PUBLIC SAFETY CHAIR KATHLEEN K. DWAN KYLE R. HARRIS KIRK W. KILPATRICK DENNIS H. KRAFFT SHELDON MATTHEWS SUSAN A. MCINERNEY AMOS O’NEAL CHARLES M. STACK JAMES G. THEISEN</p>		<p><b><u>BUILDING AUTHORITY</u></b> <b>2018 - 2020</b> ROBERT V. BELLEMAN TIMOTHY M. NOVAK LEON TURNWALD LAWRENCE WM. SMITH ANN MARIE BATKOSKI</p> <p><b><u>CONSTRUCTION MANAGER</u></b> SPENCE BROTHERS</p> <p><b><u>PROJECT ARCHITECT</u></b> GOLDBERG GROUP ARCHITECTS, PC</p> <p><b><u>PROJECT ENGINEERS</u></b> SPICER GROUP, INC.</p> <p><b><u>SHERIFF</u></b> WILLIAM FEDERSPIEL</p>
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**COMPLETED 2020**



## REPORTS OF COMMITTEES

1. **Human Services Committee – A. O’Neal, Chair; J. Theisen, Vice-Chair**

- 1.1) **HEALTH DEPARTMENT**, re: Approval to add a new Environmental Health Fee (Septic Tank Only Permit) in the amount of \$200 per service and amend Budget Resolution D
- 1.2) **HEALTH DEPARTMENT**, re: Acceptance of a grant in the amount of \$196,714 from Mid-State Health Network to develop and implement a Syringe Service Program in Saginaw County and adjust its budget accordingly

- ***Theisen moved, seconded by Matthews, to approve 1.1. Motion carried.***
- ***Theisen moved, seconded by Ruth, to approve 1.2. Motion carried.***

**FROM: COMMITTEE ON HUMAN SERVICES – 1.1**

**APRIL 16, 2019**

Your committee has considered Communication No. 4-16-6 from **Christina Harrington, Health Officer**, requesting the creation of a new Environmental Health Fee (Septic Tank Only Permit) in the amount of \$188 and amend Resolution D – Budget Fee Schedule.

We met with Ms. Harrington who explained the need for this fee to be added to the Fee Schedule and had Mr. Chris Klawuhn provide specific details regarding code compliance and the need for inspection for compliance. Mr. Klawuhn explained the suggested fee was based on past practices, however after discussion, which included information from Mr. Belleman regarding employee benefits being included with the hourly rate of an employee conducting an inspection, a fee of \$200 was agreed upon.

We recommend approval to create a new Environmental Health Fee (Septic Tank Only Permit) in the amount of \$200 and to amend Resolution D – Budget Fee Schedule accordingly.

Respectfully Submitted,

**COMMITTEE ON HUMAN SERVICES**

Amos O’Neal, Chair

Sheldon Matthews

Carl E. Ruth

James G. Theisen, Vice-Chair

Michael A. Webster

**FROM: COMMITTEE ON HUMAN SERVICES – 1.2**

**APRIL 16, 2019**

Your committee has considered Communication No. 4-16-6 from **Christina Harrington, Health Officer**, requesting to accept a grant in the amount of \$196,714 from Mid-State Health Network to develop and implement a Syringe Service Program in Saginaw County.

We met with Ms. Harrington who explained the need for this type of program, which included reduction in the spread of HIV and Hepatitis, as well as participants being more likely to enter into a rehabilitation program when exposed to education available when exchanging used syringes for new syringes.

We recommend approval to accept the grant from Mid-State Health Network to develop and implement a Syringe Service Program in Saginaw County and to amend the budget accordingly.



Respectfully Submitted,

**COMMITTEE ON HUMAN SERVICES**

Amos O’Neal, Chair

Sheldon Matthews

Carl E. Ruth

James G. Theisen, Vice-Chair

Michael A. Webster

2. **Courts and Public Safety Committee – C. Hadsall, Chair; K. Kilpatrick, Vice-Chair**
  - 2.1) **CIRCUIT COURT - FAMILY DIVISION**, re: Approval to add a new Adoption Home Study Fee in the amount of \$100 and amend Budget Resolution D
    - **Hadsall moved, seconded by Kilpatrick, to approve 2.1. Motion carried.**

**FROM: COMMITTEE ON COURTS & PUBLIC SAFETY – 2.1**

**APRIL 16, 2019**

Your committee considered Communication No. 4-16-3 from **Todd Borders, Circuit Court Administrator, 10<sup>th</sup> Circuit Court Family Division**, requesting adjustment of the Budget Resolution D Fee Schedule to reflect a \$100 fee for an Adoption Home Study.

We met with Mr. Borders who explained families in our community are forced to pay up to \$700 for mandated home studies to adopt. The court can assign personnel to complete these home studies, as is done in many other counties and the Family Division Adoption Specialist has the ability to do so. The \$100 would be assessed to cover the time and travel required of the Adoption Specialist. After discussion, Mr. Borders was asked to research if the \$100 will cover the costs of the employee’s time, travel, wages, and benefits. He will report back to the committee in May.

We recommend approval to adjust the Budget Resolution D Fee Schedule to reflect a \$100 fee for Adoption Home Study.

Respectfully Submitted,

**COMMITTEE ON COURTS & PUBLIC SAFETY**

Cheryl M. Hadsall, Chair

Kathleen K. Dwan

Michael A. Webster

Kirk W. Kilpatrick, Vice-Chair

Amos O’Neal

3. **County Services Committee – C. Stack, Chair; C. Hadsall, Vice-Chair**
  - 3.1) **CIVIL COUNSEL**, re: Amendment of County Policy #112 titled “Freedom of Information Act (FOIA) Request Policy” regarding changes that apply primarily to deposit requests
  - 3.2) **EQUALIZATION**, re: Submitting the 2019 Preliminary Report of Equalization for all townships and cities in Saginaw County, Form L-4024, Statement of Valuation
    - **Stack moved, seconded by Kilpatrick, to approve 3.1. Motion carried.**
    - **Stack moved, seconded by Krafft, to approve 3.2. Motion carried.**



**FROM: COMMITTEE ON COUNTY SERVICES – 3.1**

**APRIL 16, 2019**

Your committee considered Communication No. 4-16-4 from **Suzy Koeplinger, Board Coordinator**, and Dave Gilbert, Civil Counsel, submitting amendments to General/Administrative Policy #112 titled “Freedom of Information Act (FOIA) Policy” regarding changes that apply primarily to deposit requests. We met with Ms. Koeplinger and Mr. Gilbert who informed the committee that deposit requests are made when the original FOIA request is such that preparation of a response is going to involve a fair amount of work (i.e. the estimated cost of the response exceeds \$50.00). A deposit request is made prior to undertaking the work/preparing a response, and the deposit request contains a good faith estimate of the amount of time it would take the County to prepare the response once the deposit is received. The recent amendments to FOIA now provide that if that deposit is not received within forty-eight (48) days after the deposit request is sent, the FOIA request is considered withdrawn. We recommend approval to amend the FOIA Request Policy as attached.

Respectfully Submitted,

**COMMITTEE ON COUNTY SERVICES**

Charles M. Stack, Chair  
Kyle R. Harris  
Michael A. Webster

Cheryl M. Hadsall, Vice-Chair  
Dennis H. Krafft

**FROM: COMMITTEE ON COUNTY SERVICES – 3.2**

**APRIL 16, 2019**

Your committee considered Communication No. 4-16-7 from **Denise Babbitt, Equalization Director**, submitting the 2019 Preliminary Report of Equalization for all townships and cities in Saginaw County, Form L-4024, Statement of Valuation.

We met with Ms. Babbitt who informed the committee the Total Equalized Value of the County for 2019 is **\$6,032,126,824**. This is an increase of **\$225,236,954** over the 2018 Equalized Value of **\$5,806,889,870** for an increase of **3.88%**. Real Property increased **\$179,989,714** or **3.37%**. Personal Property increased by **\$45,247,240** or **9.74%**.

It is the recommendation of your committee that the Equalization Report for Saginaw County by class for 2019, as attached, be approved.

Respectfully Submitted,

**COMMITTEE ON COUNTY SERVICES**

Charles M. Stack, Chair  
Kyle R. Harris  
Michael A. Webster

Cheryl M. Hadsall, Vice-Chair  
Dennis H. Krafft

[Reports begin on next page]



(For instructions for filling out this blank, see reverse side of page 3.)

Michigan Department of Treasury  
L- 4024

**73 - SAGINAW COUNTY.**

**Page 1  
Personal and Real Property - Totals**

STATEMENT of acreage and valuation in the year 2019 made in accordance with Sections 209.1 - 209.8 of the Michigan Compiled Laws.

TOWNSHIP OR CITY	NUMBER OF ACRES ASSESSED	TOTAL REAL PROPERTY VALUATIONS (TOTALS FROM PAGES 2 AND 3)		PERSONAL PROPERTY VALUATIONS		TOTAL REAL PLUS PERSONAL PROPERTY	
	( COL.1 ) ACRES HUNDREDTHS	( COL.2 ) ASSESSED VALUATIONS	( COL.3 ) EQUALIZED VALUATIONS	( COL.4 ) ASSESSED VALUATIONS	( COL.5 ) EQUALIZED VALUATIONS	( COL.6 ) ASSESSED VALUATIONS	( COL.7 ) EQUALIZED VALUATIONS
01 ALBEE	23,207	89,616,100	89,616,100	2,596,400	2,596,400	92,212,500	92,212,500
02 BIRCH RUN	22,974	258,660,050	258,660,050	36,824,800	36,824,800	295,484,850	295,484,850
03 BLUMFIELD	22,933	124,847,300	124,847,300	17,205,000	17,205,000	142,052,300	142,052,300
04 BRADY	22,772	81,941,400	81,941,400	2,487,500	2,487,500	84,428,900	84,428,900
05 BRANT	23,676	83,027,500	83,027,500	2,302,094	2,302,094	85,329,594	85,329,594
06 BRIDGEPORT	22,041	223,600,500	223,600,500	27,776,600	27,776,600	251,377,100	251,377,100
07 BUENA VISTA	23,028	201,112,500	201,112,500	27,492,400	27,492,400	228,604,900	228,604,900
08 CARROLLTON	2,379	76,613,900	76,613,900	9,190,500	9,190,500	85,804,400	85,804,400
09 CHAPIN	15,719	44,829,600	44,829,600	1,037,000	1,037,000	45,866,600	45,866,600
10 CHESANING	23,271	159,224,800	159,224,800	7,214,100	7,214,100	166,438,900	166,438,900
11 FRANKENMUTH	21,710	141,164,200	141,164,200	4,164,700	4,164,700	145,328,900	145,328,900
12 FREMONT	23,850	100,274,900	100,274,900	2,356,900	2,356,900	102,631,800	102,631,800
13 JAMES	12,532	56,193,400	56,193,400	14,364,300	14,364,300	70,557,700	70,557,700
14 JONESFIELD	16,306	65,771,500	65,771,500	3,582,800	3,582,800	69,354,300	69,354,300
15 KOCHVILLE	12,041	203,442,300	203,442,300	28,935,300	28,935,300	232,377,600	232,377,600
16 LAKEFIELD	16,263	45,258,200	45,258,200	1,384,700	1,384,700	46,642,900	46,642,900
17 MAPLE GROVE	23,756	108,175,400	108,175,400	3,164,300	3,164,300	111,339,700	111,339,700
18 MARION	15,649	26,249,200	26,249,200	571,400	571,400	26,820,600	26,820,600
19 RICHLAND	23,598	160,710,700	160,710,700	22,859,100	22,859,100	183,569,800	183,569,800
20 SAGINAW	16,235	1,302,026,000	1,302,026,000	71,828,800	71,828,800	1,373,854,800	1,373,854,800
21 ST. CHARLES	23,233	111,812,900	111,812,900	4,880,000	4,880,000	116,692,900	116,692,900
22 SPAULDING	15,572	52,712,800	52,712,800	12,004,900	12,004,900	64,717,700	64,717,700
23 SWAN CREEK	15,276	99,905,100	99,905,100	7,115,100	7,115,100	107,020,200	107,020,200
24 TAYMOUTH	21,772	134,970,900	134,970,900	24,073,900	24,073,900	159,044,800	159,044,800
25 THOMAS	20,881	441,731,050	441,731,050	56,378,030	56,378,030	498,109,080	498,109,080
26 TITTABAWASSEE	23,704	352,285,100	352,285,100	19,842,800	19,842,800	372,127,900	372,127,900
27 ZILWAUKEE	4,267	4,200,200	4,200,200	1,124,100	1,124,100	5,324,300	5,324,300
<b>CITIES:</b>							
51 FRANKENMUTH	1,210	349,827,200	349,827,200	21,869,600	21,869,600	371,696,800	371,696,800
52 SAGINAW	11,480	387,158,200	387,158,200	67,540,800	67,540,800	454,699,000	454,699,000
53 ZILWAUKEE	1,611	35,137,400	35,137,400	7,478,600	7,478,600	42,616,000	42,616,000
<b>Totals For County</b>	<b>522,946</b>	<b>5,522,480,300</b>	<b>5,522,480,300</b>	<b>509,646,524</b>	<b>509,646,524</b>	<b>6,032,126,824</b>	<b>6,032,126,824</b>

OFFICE OF THE BOARD OF COMMISSIONERS OF SAGINAW COUNTY,

Saginaw, Michigan \_\_\_\_\_ **2019**

**WE HEREBY CERTIFY** That the foregoing is a true statement of the number of acres of land in each township in the County of Saginaw and of the value of the real property and of the personal property in each township and city as assessed in the year 2019, and of the aggregate valuation of the real property and personal property in each township and city in said county as equalized by the Board of Commissioners of said county on the \_\_\_\_\_ day of April, 2019. At a meeting of said board held in pursuance of the provisions Sections 209.1 - 209.8, MLC. We further certify that said statement does not embrace any property taxed under P.A. 77 of 1951; P.A. 68 of 1963; P.A. 198 of 1974; P.A. 255 of 1978; P.A. 385 of 1984; P.A. 224 of 1985; P.A. 147 of 1992; or Section 5 Article IX of the Constitution of the State.

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ **2019**

\_\_\_\_\_  
Michael A. Webster, Chair of Board of Commissioners

\_\_\_\_\_  
Denise M. Babbitt, Equalization Director

\_\_\_\_\_  
Michael J. Hanley, County Clerk



(For instructions for filling out this blank, see reverse side of page 3.)

Michigan Department of Treasury  
L- 4024

**73 - SAGINAW COUNTY.**

**Page 2  
Equalized Valuations - Real**

STATEMENT of valuation in the year 2019 made in accordance with Sections 209.1 - 209.8 of the Michigan Compiled Laws.

TOWNSHIP OR CITY	REAL PROPERTY EQUALIZED VALUATIONS BY COUNTY BOARD OF COMMISSIONERS						( COL.7 ) TOTAL REAL PROPERTY
	( COL.1 ) AGRICULTURE	( COL.2 ) COMMERCIAL	( COL.3 ) INDUSTRIAL	( COL.4 ) RESIDENTIAL	( COL.5 ) TIMBER-CUTOVER	( COL.6 ) DEVELOPMENTAL	
01 ALBEE	39,084,200	1,732,500	496,800	48,302,600			89,616,100
02 BIRCH RUN	28,060,600	74,770,250	4,682,200	151,147,000			258,660,050
03 BLUMFIELD	61,947,200	6,056,500	2,004,600	54,839,000			124,847,300
04 BRADY	42,983,600	5,282,300	1,125,400	32,550,100			81,941,400
05 BRANT	32,232,600	371,200	511,100	49,912,600			83,027,500
06 BRIDGEPORT	17,571,600	41,873,200	8,656,200	155,499,500			223,600,500
07 BUENA VISTA	47,974,500	59,539,500	38,419,500	55,179,000			201,112,500
08 CARROLLTON		11,229,800	3,564,700	61,819,400			76,613,900
09 CHAPIN	31,026,800	195,900	200,200	13,406,700			44,829,600
10 CHESANING	38,773,500	19,714,300	2,962,000	97,775,000			159,224,800
11 FRANKENMUTH	62,271,800	1,061,700	2,017,200	75,813,500			141,164,200
12 FREMONT	39,203,000	44,900	422,100	60,604,900			100,274,900
13 JAMES	6,438,900	1,709,600	276,100	47,749,800	19,000		56,193,400
14 JONESFIELD	30,648,500	3,308,200	2,830,500	28,984,300			65,771,500
15 KOCHVILLE	19,595,500	127,218,700	4,349,800	52,278,300			203,442,300
16 LAKEFIELD	22,017,500	455,900		22,784,800			45,258,200
17 MAPLE GROVE	41,431,500	1,119,700	676,700	64,947,500			108,175,400
18 MARION	10,598,100	322,800		15,328,300			26,249,200
19 RICHLAND	38,837,700	11,869,400	1,657,600	108,346,000			160,710,700
20 SAGINAW	5,686,000	387,647,600	6,838,900	901,853,500			1,302,026,000
21 ST. CHARLES	44,189,000	9,135,700	630,300	57,857,900			111,812,900
22 SPAULDING	18,895,100	2,204,400	681,200	30,932,100			52,712,800
23 SWAN CREEK	9,255,800	3,355,900	3,336,800	83,956,600			99,905,100
24 TAYMOUTH	23,896,100	2,726,900	580,700	107,767,200			134,970,900
25 THOMAS	18,779,500	37,163,800	13,242,900	372,544,850			441,731,050
26 TITABAWASSEE	34,951,500	46,616,200	5,301,200	265,416,200			352,285,100
27 ZILWAUKEE	626,100	719,300	813,000	2,041,800			4,200,200
<b>CITIES:</b>							
51 FRANKENMUTH		153,607,300	4,466,000	191,753,900			349,827,200
52 SAGINAW	94,600	77,233,100	25,866,000	283,964,500			387,158,200
53 ZILWAUKEE		2,410,500	9,483,500	23,243,400			35,137,400
<b>Totals For County</b>	<b>767,070,800</b>	<b>1,090,697,050</b>	<b>146,093,200</b>	<b>3,518,600,250</b>	<b>19,000</b>		<b>5,522,480,300</b>

OFFICE OF THE BOARD OF COMMISSIONERS OF SAGINAW COUNTY,

Saginaw, Michigan \_\_\_\_\_ **2019**

WE HEREBY CERTIFY That the foregoing is a true statement of the equalized valuations of real property classifications in each township and city in the County of Saginaw in the year 2019. We further certify that said statement does not embrace any property taxed under P.A. 77 of 1951; P.A. 68 of 1963; P.A. 198 of 1974; P.A. 255 of 1978; P.A. 385 of 1984; P.A. 224 of 1985; P.A. 147 of 1992; or Section 5 Article IX of the Constitution of the State.

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ **2019**

\_\_\_\_\_  
Michael A. Webster, Chair of Board of Commissioners

\_\_\_\_\_  
Denise M. Babbitt, Equalization Director

\_\_\_\_\_  
Michael J. Hanley, County Clerk



(For instructions for filling out this blank, see reverse side of page 3.)

Michigan Department of Treasury  
L-4024

**73 - SAGINAW COUNTY.**

**Page 3  
Assessed Valuations - Real**

STATEMENT of valuation in the year 2019 made in accordance with Sections 209.1 - 209.8 of the Michigan Compiled Laws.

TOWNSHIP OR CITY	REAL PROPERTY ASSESSED VALUATIONS BY COUNTY BOARD OF COMMISSIONERS						( COL.7 ) TOTAL REAL PROPERTY
	( COL.1 ) AGRICULTURE	( COL.2 ) COMMERCIAL	( COL.3 ) INDUSTRIAL	( COL.4 ) RESIDENTIAL	( COL.5 ) TIMBER-CUTOVER	( COL.6 ) DEVELOPMENTAL	
01 ALBEE	39,084,200	1,732,500	496,800	48,302,600			89,616,100
02 BIRCH RUN	28,060,600	74,770,250	4,682,200	151,147,000			258,660,050
03 BLUMFIELD	61,947,200	6,056,500	2,004,600	54,839,000			124,847,300
04 BRADY	42,983,600	5,282,300	1,125,400	32,550,100			81,941,400
05 BRANT	32,232,600	371,200	511,100	49,912,600			83,027,500
06 BRIDGEPORT	17,571,600	41,873,200	8,656,200	155,499,500			223,600,500
07 BUENA VISTA	47,974,500	59,539,500	38,419,500	55,179,000			201,112,500
08 CARROLLTON		11,229,800	3,564,700	61,819,400			76,613,900
09 CHAPIN	31,026,800	195,900	200,200	13,406,700			44,829,600
10 CHESANING	38,773,500	19,714,300	2,962,000	97,775,000			159,224,800
11 FRANKENMUTH	62,271,800	1,061,700	2,017,200	75,813,500			141,164,200
12 FREMONT	39,203,000	44,900	422,100	60,604,900			100,274,900
13 JAMES	6,438,900	1,709,600	276,100	47,749,800	19,000		56,193,400
14 JONESFIELD	30,648,500	3,308,200	2,830,500	28,984,300			65,771,500
15 KOCHVILLE	19,595,500	127,218,700	4,349,800	52,278,300			203,442,300
16 LAKEFIELD	22,017,500	455,900		22,784,800			45,258,200
17 MAPLE GROVE	41,431,500	1,119,700	676,700	64,947,500			108,175,400
18 MARION	10,598,100	322,800		15,328,300			26,249,200
19 RICHLAND	38,837,700	11,869,400	1,657,600	108,346,000			160,710,700
20 SAGINAW	5,686,000	387,647,600	6,838,900	901,853,500			1,302,026,000
21 ST. CHARLES	44,189,000	9,135,700	630,300	57,857,900			111,812,900
22 SPAULDING	18,895,100	2,204,400	681,200	30,932,100			52,712,800
23 SWAN CREEK	9,255,800	3,355,900	3,336,800	83,956,600			99,905,100
24 TAYMOUTH	23,896,100	2,726,900	580,700	107,767,200			134,970,900
25 THOMAS	18,779,500	37,163,800	13,242,900	372,544,850			441,731,050
26 TITTABAWASSEE	34,951,500	46,616,200	5,301,200	265,416,200			352,285,100
27 ZILWAUKEE	626,100	719,300	813,000	2,041,800			4,200,200
<b>CITIES:</b>							
51 FRANKENMUTH		153,607,300	4,466,000	191,753,900			349,827,200
52 SAGINAW	94,600	77,233,100	25,866,000	283,964,500			387,158,200
53 ZILWAUKEE		2,410,500	9,483,500	23,243,400			35,137,400
<b>Totals For County</b>	<b>767,070,800</b>	<b>1,090,697,050</b>	<b>146,093,200</b>	<b>3,518,600,250</b>	<b>19,000</b>		<b>5,522,480,300</b>

OFFICE OF THE BOARD OF COMMISSIONERS OF SAGINAW COUNTY,  
Saginaw, Michigan 2019

WE HEREBY CERTIFY That the foregoing is a true statement of the assessed valuations of real property classifications in each township and city in the County of Saginaw in the year 2019. We further certify that said statement does not embrace any property taxed under P.A. 77 of 1951; P.A. 68 of 1963; P.A. 198 of 1974; P.A. 255 of 1978; P.A. 385 of 1984; P.A. 224 of 1985; P.A. 147 of 1992; or Section 5 Article IX of the Constitution of the State.

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ 2019

\_\_\_\_\_  
Michael A. Webster, Chair of Board of Commissioners

\_\_\_\_\_  
Denise M. Babbitt, Equalization Director

\_\_\_\_\_  
Michael J. Hanley, County Clerk





4. **Budget Audit Committee – D. Krafft, Chair; A. O’Neal, Vice-Chair**

- 4.1) **TREASURER/CONTROLLER**, re: Claims for February 2019
- 4.2) **CONTROLLER**, re: Approval of FY 2018 Audited Financial Statements
- 4.3) **COMMUNITY CORRECTIONS**, re: Approval to use remaining half (\$92,111) of the General Fund allocation to ensure uninterrupted services for the remainder of FY 2019
- 4.4) **SHERIFF**, re: Approval to increase to the Sheriff Administration Training Budget (101-30101-95800) in the amount of \$4,000 from the DEA Forfeiture Fund; Further, requesting an increase to the Law Enforcement Operations Budget (207-30104) in the amount of \$23,625.74 due to revenue generated from the sale of vehicles and outdated property and to place the revenue in line item accounts as follows:

- 207-30104-81003 (\$586 – Horse);
- 207-30104-75400 (\$4,000 – Uniforms);
- 207-30104-97900 (\$15,000 – Build new vehicles);
- 280-30155-93600 (\$2,800 – Repairs to ’67 Ford); and
- 207-30104-95800 (\$3,739.74 – Training)

- ***Krafft moved, seconded by Dwan, to approve 4.1. Motion carried.***
- ***Krafft moved, seconded by Dwan, to approve 4.2. Motion carried.***
- ***Krafft moved, seconded by Theisen, to approve 4.3. Motion carried.***
- ***Krafft moved, seconded by Kilpatrick, to approve 4.4. Motion carried.***

**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.1**

**APRIL 16, 2019**

In accordance with State Statute and County Policy, your **Budget/Audit Committee** reviewed the claims for presentation to the Board of Commissioners, as listed below:

<u>Comm. No.</u>	<u>Payment Type</u>	<u>Period</u>	<u>Amount</u>
<b>4-16-11</b>	Electronic Transactions	February 1 – 28, 2019	\$8,226,271.63
	Voucher Payments	February 1 – 28, 2019	\$8,808,824.76

We recommend the payments be approved as compiled and submitted by the Treasurer's Office and Accounting Division of the Controller’s Office.

Respectfully Submitted,

**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair  
 James G. Theisen  
 Michael A. Webster

Amos O’Neal, Vice-Chair  
 Carl E. Ruth



**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.2**

**APRIL 16, 2019**

Your Budget/Audit Committee met with **Doug Deeter and Ashley Szostak, Auditors from the CPA firm of Rehmann Robson**, who reported on the progress of the County of Saginaw Audited Financial Statements for the Fiscal Year ended September 30, 2018. The final Audit was provided to the committee members and for distribution to all other commissioners. (*Comm. No. 3-19-20*)

The Auditors indicated the County of Saginaw has six months to submit its audit to the State of Michigan to comply with State laws. Should the County not file its audit within this deadline, the County could incur financial penalties. The Controller/CAO submitted the completed County of Saginaw Audited Financial Statements and Management Letter for the Fiscal Year ended September 30, 2018 to the State of Michigan before March 31, 2019, as required.

The Auditors issued an unmodified opinion that the Audited Financial Statements fairly represent the County's financial position. All County programs and accounting funds ended the year positively. The Auditors also issued findings and recommendations for strengthening internal controls and improving operating efficiencies. All of these findings and recommendations were provided to the Committee. Accordingly, we recommend the County of Saginaw Audited Financial Statements and Management Letter for the Fiscal Year ended September 30, 2018 be accepted; further, that the proper County officials be authorized and directed to file the necessary documents to complete the audit process, if necessary.

Respectfully Submitted,

**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair

James G. Theisen

Michael A. Webster

Amos O'Neal, Vice-Chair

Carl E. Ruth

**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.3**

**APRIL 16, 2019**

Your Budget/Audit Committee considered Communication No. 4-16-5 from **Mary Stec, Community Corrections Manager**, regarding use of the remaining half (\$92,111) of the General Fund allocation to Community Corrections to ensure uninterrupted services for the remainder of FY 2019.

We met with Ms. Stec, who provided the committee with information on the balanced FY 2019 Budget containing \$184,221 for the department, however only half was available for the first six (6) months of the fiscal year. In addition, the Michigan Department of Corrections (MDOC) will decide by May 2019 if there is any underutilized funding that could be allocated to Saginaw County that would reduce the General Fund appropriation.

We recommend approval for Community Corrections to utilize the remaining half (\$92,111) of its FY 2019 appropriation and to amend its budget accordingly.

Respectfully Submitted,

**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair

James G. Theisen

Michael A. Webster

Amos O'Neal, Vice-Chair

Carl E. Ruth



**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.4**

**APRIL 16, 2019**

Your Budget/Audit Committee considered Communication No. 4-16-10 from **Sheriff Federspiel** requesting an increase to the Sheriff Administration Training Budget (101-30101-95800) in the amount of \$4,000 from the DEA Forfeiture Fund; Further, requesting an increase to the Law Enforcement Operations Budget (207-30104) in the amount of \$23,625.74 due to revenue generated from the sale of vehicles and outdated property and to place the revenue in line item accounts as follows:

- 207-30104-81003 (\$586 – Horse);
- 207-30104-75400 (\$4,000 – Uniforms);
- 207-30104-97900 (\$15,000 – Build new vehicles);
- 280-30155-93600 (\$2,800 – Repairs to '67 Ford); and
- 207-30104-95800 (\$3,739.74 – Training)

We met with Sheriff Federspiel who explained that \$23,625.74 in revenue was generated by the sale of vehicles and old, outdated property and only \$2,500 was originally budgeted. The following vehicles and items were sold: Hummer acquired at no county expense from Army surplus (\$13,500); Dodge patrol cars (\$2,200; \$4,940; and \$3,300); and Miscellaneous Items – Cell phones, PBTs, etc. (\$2,185.74). This committee recommends authorization to amend the Sheriff Department Budget as noted above.

Respectfully Submitted,

**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair

James G. Theisen

Michael A. Webster

Amos O'Neal, Vice-Chair

Carl E. Ruth

5. **Labor Relations Committee – K. Kilpatrick, Chair; C. Stack, Vice-Chair**

- 5.1) **PERSONNEL**, re: Approval of salary grade 15 for the position of **Parks Foreman** and waiver of the hiring freeze to fill the position
- 5.2) **PERSONNEL**, re: Amendment of County Policy #332 titled "Position Classification" incorporating changes necessitated by the adoption of Phase I of the Job Classification and Total Compensation Study
- 5.3) **PERSONNEL**, re: Approval of new County Policy #329 titled "Social Media Policy" which applies to all employees, independent contractors, volunteers, service providers, interns and others using the County's computer resources and/or posting on behalf of Saginaw County
- 5.4) **CIRCUIT COURT – FAMILY DIVISION**, re: Approval to adjust two positions in the Child Care Fund – **Office Assistant I** (35%) and **Account Specialist III** (15%); and authority to adjust PCN splits with the Payroll Department without approval of the Board if the adjustments do not increase the budget
- 5.5) **FRIEND OF THE COURT**, re: Approval to eliminate the vacant positions of Legal Specialist II (formerly Investigator) and Account Specialist II and add two (2) **Legal Clerk II** positions (Pay Grade 11) in order to open phone lines to answer case specific questions and increase accessibility for the public
- 5.6) **PROSECUTOR**, re: Approval to waive the hiring freeze and fill two (2) positions of **Assistant Prosecutor**



- 5.7) **HEALTH DEPARTMENT**, re: Approval to waive the hiring freeze and fill the positions of **WIC Coordinator** and **Vision Technician (PT)** and to allow Public Health to enter into a contract with a retired employee for the **Computer and Data Analyst** position for a period not to exceed six (6) months
- 5.8) **SHERIFF**, re: Approval to create a PCN for a new contractual position of **Deputy Sheriff** in Spaulding Township and to waive the hiring freeze to fill the position
- 5.9) **DISTRICT COURT**, re: Approval to extend a contract with a retired employee in his office for six (6) months

- *Kilpatrick moved, seconded by Harris, to approve 5.1 – 5.3 leaving room for exceptions. There were no exceptions and the motion carried.*
- *Kilpatrick moved, seconded by Stack, to approve 5.4. Motion carried.*
- *Kilpatrick moved, seconded by Harris, to approve 5.5. Motion carried.*
- *Kilpatrick moved, seconded by Harris, to approve 5.6. Motion carried.*
- *Kilpatrick moved, seconded by Matthews, to approve 5.7. Motion carried.*
- *Kilpatrick moved, seconded by Harris, to approve 5.8. Motion carried.*
- *Kilpatrick moved, seconded by Harris, to approve 5.9. Motion carried.*

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.1**

**APRIL 16, 2019**

Your Labor Relations Committee considered Communication No. 4-16-14 from **Jennifer Broadfoot, Personnel Director**, requesting waiver of the hiring freeze and approval of the recommended salary grade (Grade 15) from Springsted for the position of **Parks Foreman**.

We spoke with Ms. Broadfoot who explained that this position was placed consistent with the Mosquito Control Foreman position and confirmed with Springsted.

We recommend approval of the salary grade (Grade 15) and waiver of the hiring freeze for the position of Parks Foreman.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair

Kyle R. Harris

Michael A. Webster

Charles M. Stack, Vice-Chair

Sheldon Matthews

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.2**

**APRIL 16, 2019**

Your Labor Relations Committee considered Communication No. 4-16-20 from **Jennifer Broadfoot, Personnel Director**, submitting proposed changes to County Policy #332 titled "Position Classification" incorporating changes necessitated by the adoption of Phase I of the Job Classification and Total Compensation Study ("Study").

We met with Ms. Broadfoot who informed the committee that when adopting the Study, the Board also approved utilizing Springsted's methodology for classifying positions called the Systematic Analysis and Factor Evaluation (SAFE) method. The policy was also revised to reflect that, along with adoption of the SAFE methodology, determining a position's classification can be performed as an administrative function of the Controller's Office.

We recommend approval of revised County Policy #332 titled "Position Classification" as attached.



Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair

Kyle R. Harris

Michael A. Webster

Charles M. Stack, Vice-Chair

Sheldon Matthews

Category: 300

Number: 332

Subject: **POSITION CLASSIFICATION**

1. **PURPOSE:** It is the purpose of this policy to establish guidelines and regulations regarding position classification **and ensure competitive and fair compensation** within the County **consistent with relevant market data** in order to improve the quality of personnel administration in Saginaw County.
2. **AUTHORITY:** The Saginaw County Board of Commissioners.
3. **APPLICATION:** The rules and regulations herein set forth apply to all employees paid by Saginaw County, pursuant to Policy #301.
4. **RESPONSIBILITY:** The Controller/CAO of Saginaw County shall be responsible for the implementation and administration of this policy.
  - 4.1 **Departmental Responsibility.** It is the responsibility of **Elected Officials and** Department Heads ~~and management personnel~~ to be familiar with the departmental **staffing complement as approved by the Board of Commissioners and set forth in the Position Control Number (PCN) Roster Personnel Allocation Schedule and to maintain a current job description for each authorized position. The differentiation of duties between positions must be maintained in order that employees are paid for the **work** ~~job~~ described in their job description. The temptation to add duties to more capable employees and the tendency of capable employees to assume more responsibility often results in pay inequities and must be avoided. This is especially true in the case of classifications with multiple levels where only slight differences exist in the job description.**
5. **DEFINITIONS:** NONE
6. **POLICY:**
  - 6.1 **Classification Plan.** The classification plan consists of three (3) separate categories: (1) Technical, (2) Professional, and (3) Managerial; and is the grouping of like positions into appropriate classes which are sufficiently similar with respect to duties and responsibilities. Each **position or class of positions** in the classification plan will be designated by an appropriate title and defined by a job description.



- 6.2 Job Description. Job descriptions are written descriptions of each **position** or class of **positions** included in the classification plan. Descriptions shall include a **position** or class title, a general **definition of work, and qualification requirements to include essential functions, education and experience, physical requirements and any special requirements.** ~~statement of duties and responsibilities, typical examples of duties performed and minimum qualification requirements.~~
- 6.3 Maintenance. The Personnel Division shall ~~periodically~~ review **every five years** the entire classification plan or any part thereof. ~~at his/her own initiative or at the request of a~~ A Department Head **may request the Personnel Department review a specific position pertaining to classifications** within his/her department. The purpose of such review shall be to determine whether or not the plan accurately reflects existing **market** conditions, to determine the accuracy of **position** or class of **position** descriptions and to assure that positions are properly classified. ~~As appropriate,~~ The Personnel Division, **upon review of the request and relevant information, shall recommend appropriate action to the Department Head or Controller/CAO.** ~~recommend to the appropriate committee of the Board of Commissioners whatever action he/she deems necessary.~~
- 6.4 ~~Adoption and~~ **Staffing Complement and Position** Allocation. The initial ~~adoption of all classification and all~~ allocations of positions **within the budget and decisions as to the appropriate level of staff in the Department's personnel complement to a class** must be approved by the Board of Commissioners, **and will be set forth in the PCN Roster.** ~~Positions shall not be reclassified without the approval of the Board of Commissioners.~~
- 6.5 Job Analysis. ~~Decisions as to the appropriate levels of staffing and~~ **The Personnel Department will** assigning rates of pay to job classifications **in accordance with the Board of Commissioners approved Job Classification and Total Compensation Study performed by Springsted Inc./Baker Tilly Municipal Advisors, utilizing the Systematic Analysis and Factor Evaluation (SAFE) rating system. The SAFE rating system evaluates position based on nine factors: 1) Training and Ability, 2) Level of Work, 3) Physical Demands, 4) Independence of Actions, 5) Supervision Exercised, 6) Experience Required, 7) Human Relations Skills, 8) Working Conditions/Hazards, and 9) Impact on End Results. Phase I of the Study was approved by the Board of Commissioners on December 18, 2018.** ~~are a legislative function of the Board of Commissioners. Requests for classification of a new position or reclassification of a current position will be processed in accordance with the procedures adopted by the Board.~~

7. ADMINISTRATIVE PROCEDURES:

- 7.1 Classification Procedures. The following procedures apply whenever a new position **has been authorized by the Board of Commissioners** ~~is requested~~ or a current position is considered for reclassification.



- 7.1.1 A Position Analysis Questionnaire (PAQ) must be completed utilizing Springsted/Baker Tilly Municipal Advisors’ designated form. The completed form shall be submitted to Personnel. Personnel will review the form and apply the SAFE scoring methodology to the PAQ. Requests must be submitted to the Board for approval prior to assigning new duties and prior to reorganization of the department unless mandated by statute. Actions must not be taken on the assumption of retroactive Board approval. Once completed, the Controller’s Office will inform the Department Head of the new classification and associated salary grade, will finalize the job descriptions, and make any necessary changes to the Position Control Number listing.**
- 7.1.2 If any disputes arise as to the application of the SAFE scoring methodology, Springsted/Baker Tilly Municipal Consultants will be requested to review the placement determination for consistency with their system.**
- ~~7.1.3 Requests for new positions and for reclassification of existing positions must be submitted to the Board of Commissioners by the appropriate Department Head, only. Requests must be submitted on the appropriate County form and must be accompanied by a proposed job description in the form adopted by the County, as well as the old job description. If new duties have been assigned to the position, they must be identified. If the duties are to be transferred from another position, that position must be identified. If duties are being transferred to the new position from an existing position, the request must indicate which position previously had such duties and include a copy of the old job description. If a new position is approved, or in the case of a reclassification request, it will be submitted to the Labor Relations Subcommittee, which will determine whether the position is appropriate for the Labor Relations Subcommittee Factoring Process. If the Labor Relations Subcommittee determines classification is required, the Subcommittee will direct the Personnel Division in the Controller’s Office to submit all appropriate information to the Personnel Division’s Factoring Committee. That committee shall conduct an administrative review of the information and report its findings to the Labor Relations Subcommittee, as it serves as the Factoring Subcommittee pursuant to Board Rules and is responsible for determining a classification recommendation to the Appropriations Committee. Upon approval of the Appropriations Committee, the report shall be put before the Board of Commissioners for consideration and final decision. Once factoring is complete and the Board of Commissioners has established the classification, the Controller’s Office is thereby directed to inform the appropriate Department Head of the new classification, finalize the job description and make any necessary changes to the Position Control Number List. A person shall not participate in the classification process if the incumbent in the position being classified is a spouse, sibling, child or parent of the person involved; however, nothing in this Policy shall be construed to interfere with collective bargaining rights.~~



~~7.1.4 If the Department Head objects to the result of the Factoring Process and wishes to appeal the Board of Commissioners' decision, he/she must address correspondence to the Labor Relations Subcommittee, which will consider the appeal request. If the Labor Relations Subcommittee grants the appeal, it will hear the appeal from the Department Head and report its recommendation to the Appropriations Committee, which shall then consider the appeal and report its recommendation to the Board of Commissioners for final decision.~~

8. CONTROLLER/CAO LEGAL COUNSEL REVIEW: The Controller/CAO has determined that this policy as submitted to the Board of Commissioners contains the necessary substance in order to carry out the purpose of the policy. County Civil Counsel has determined that this policy as submitted contains content that appears to be legal activities of the Saginaw County Board of Commissioners.

Approved as to Substance:

Approved as to Legal Content:

\_\_\_\_\_  
Saginaw County Controller/CAO

\_\_\_\_\_  
Saginaw County Civil Counsel

ADOPTED: April 23, 2002

AMENDED: February 24, 2004; March 24, 2009 (7.1.3, 7.1.4); **April 16, 2019**





**FROM: COMMITTEE ON LABOR RELATIONS -- 5.3**

**APRIL 16, 2019**

Your Labor Relations Committee considered Communication No. 4-16-21 from David Gilbert, Civil Counsel/Labor Specialist, submitting new County Policy #329 titled “Social Media Policy” which applies to all employees, independent contractors, volunteers, service providers, interns and others using the County’s computer resources and/or posting on behalf of Saginaw County.

We met and discussed with Mr. Gilbert the final draft of the policy that was revised from the previous version submitted to the committee in November 2018. Mr. Gilbert informed the committee that he contacted representatives from Livingston County regarding their policy and they all informed him there have been no significant challenges to their policy. Revisions also included adding Section 6.5.15 to comply with the State of Michigan’s Internet Privacy Protection Act.

We recommend approval of new County Policy #329 titled “Social Media Policy” as attached.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair

Kyle R. Harris

Michael A. Webster

Charles M. Stack, Vice-Chair

Sheldon Matthews

Category: 300

Number: 329

Subject: **SOCIAL MEDIA POLICY**

1. **PURPOSE:** Saginaw County supports the use of social media to enhance communication, collaboration, and information exchange to further the goals of the County. The County of Saginaw desires to establish a social media policy and procedures in order to mitigate associated risks, and establish acceptable standards for Saginaw County full-time, part-time, temporary and seasonal employees, volunteers, contractors and vendors. It also provides guidance on the County’s expectations regarding the use of the County’s social media by its employees, contractors and vendors in an appropriate manner.
2. **AUTHORITY:** The Saginaw County Board of Commissioners.
3. **APPLICATION:** This policy applies to all employees, independent contractors, volunteers, service providers, interns and others using the County’s computer resources and/or posting on behalf of Saginaw County.
4. **RESPONSIBILITY:** Controller’s Office - Information Technology (IT) will administer this policy with assistance and guidance from the Personnel Department.



5. DEFINITIONS:

- 5.1 Social media includes all means of communicating or posting information or content of any sort on the Internet, including to your own or someone else’s web log or blog, journal or diary, personal web site, social networking or affinity web site, web bulletin board or a chat room, whether or not associated or affiliated with Saginaw County, as well as any other form of electronic communication. This includes but is not limited to:
- 5.1.1 Multimedia and social networking sites such as Facebook, Twitter, Flickr, Tumblr, Reddit, Instagram, Snapchat and YouTube;
  - 5.1.2 Social networking sites with an emphasis on professional exchange of information and development of business, such as LinkedIn;
  - 5.1.3 Blogs, microblogs, wikis, message boards, comment sections, social bookmarking websites, and other community based sites or collaborative tools;
  - 5.1.4 Social commerce postings product and or/experience reviews such as Amazon, Facebook groups, and Craigslist; and
  - 5.1.5 Other sites where information (text, images, video, sound, or other files) can be uploaded or posted.

6. POLICY:

- 6.1 Employee Authorization on Behalf of Saginaw County
- 6.1.1 Only authorized individuals shall have permission to act as a user to create, publish or comment on behalf of the County. Authorization is granted by the Controller/CAO for the County of Saginaw non-elected offices, Elected Officials for elected offices; and Chief Judge for the courts. Such permission will be granted only after a social media work plan is approved by IT (work plan committee).
  - 6.1.2 Authorized users will be designated as social media coordinators and will be granted access to County social media platforms and authorized to post on behalf of Saginaw County. Authorization cannot be transferred to or among employees. If at all possible each authorized user will have a personal login and password. Passwords must be kept confidential.
  - 6.1.3 Appropriate access levels will be established for each user to identify what sites, or types of sites, the individual is approved to use, as well as defining capability: publish, edit, comment or view only.



- 6.1.4 Once authorization is given it is up to the Department to monitor all employee postings.
- 6.1.5 Engaging in conduct in on-line communities that could be interpreted as false, inflammatory, in violation of county policy or constitutes violations of the privacy of others, may subject you to disciplinary action up to and including discharge.

## 6.2 General Guidelines for County Social Media

- 6.2.1 Saginaw County employees who are authorized users will comply with all applicable federal, state and county laws, regulations and policies including but not limited to copyright, records retention, First Amendment, privacy laws, FOIA, HIPAA, employment related laws, personally identifiable information, and County established policies and procedures. Sharing or posting content owned by others shall be performed in accordance with copyright, fair use and established laws pertaining to materials owned by others. This includes but is not limited to quotes, images, documents, links, etc.
- 6.2.2 County computers, laptops and mobile devices used to access social media platforms shall have up-to-date software approved by IT to protect against destructive technical incidents.
- 6.2.3 Hourly employees cannot work on social media outside of normal work hours without prior approval as this practice may result in overtime. Failure to obtain prior authorization may result in disciplinary action.
- 6.2.4 Employees are not to display items of a personal nature or interest on County social media networks.

## 6.3 Posting Guidelines for County Social Media

- 6.3.1 Inappropriate postings may include but are not limited to: discriminatory remarks, harassment, and threats of violence or similar inappropriate or unlawful conduct, reasonably viewed statements, photographs, video or audio that are considered malicious, obscene, threatening or intimidating, that disparage customers, members, employees or suppliers, or that might constitute harassment or bullying. Inappropriate postings will not be tolerated and may be subject to disciplinary action up to and including termination.



6.3.2 Any inappropriate postings from the general public will be deleted. These include spam and off-topic content or links to other sites. If content must be removed, it must be recorded, documented and submitted to the Department Head and IT for review and record retention. Unacceptable content and individual violators shall be promptly documented with a screenshot or printout, emailed to IT, and then removed immediately. IT will also contact the County Controller and legal counsel on any issues. The following forms of content posted by external and authorized users may be subject to removal if they contain:

Comments not topically related;  
Profane language or content;  
Content that promotes, fosters, or perpetuates discrimination of protected classes;  
Sexual content or links to sexual content;  
Solicitation of commerce or advertisements including promotion or endorsement;  
Conduct or encouragement of illegal activity;  
Information that may tend to compromise the safety or security of the public or public systems;  
Content that violates a legal ownership of interests of any other party, such as trademark or copyright infringement;  
Violent or threatening content;  
Disclosure of confidential, sensitive, or proprietary information;  
Disclosure of Health Insurance Portability and Accountability Act Information;  
Disclosure of personally identifiable information;  
Disclosure of personally identifiable health information;  
Disclosure of social security numbers;  
Disclosure of Payment Card Industry Data;  
Identical posts by the same user or multiple users.

6.3.3 Make sure you are always honest and accurate when posting information or news, and if you make a mistake, correct it quickly. Be open about any previous posts you have altered. Remember that the Internet archives almost everything; therefore, even deleted postings can be searched.

6.3.4 When possible, content should always link back to the County's website for more information. All social media sites shall be created using an official Saginaw County email account.



- 6.3.5 Maintain the confidentiality of Saginaw County trade secrets and private or confidential information. Trades secrets may include information regarding the development of systems, processes, products, know-how and technology. Do not post internal reports, policies, procedures or other internal business-related confidential communications.
- 6.3.6 Authorized users should not provide the County's or another's confidential or other proprietary information. Ask permission to publish or report on conversations that are meant to be private or internal to Saginaw County.
- 6.3.7 Authorized users should not cite or reference clients, partners or suppliers without their approval. When a reference is made, link the reference back to the source if possible. Links should be to reputable and factual/accurate sources.
- 6.3.8 When a response to an online comment posted to the Saginaw County social media platform is appropriate, comments must be replied to in a timely manner. Please follow the Social Media Response Decision Guide (attached herewith and incorporated herein) before responding to a comment.
- 6.3.9 The Saginaw County brand standards will apply to using the County logo, nameplate, color scheme and visual identity.
- 6.3.10 Departments will:
  - 6.3.10.1 Establish a well thought out social media work plan that complements countywide policies and considers the departments' mission and goals, audience, legal risks, technical capabilities, security issues, emergency response procedures, etc. The work plan shall be submitted to IT (work plan committee) for approval. Social media sites may not be established without an approved plan. Any social media site that is created without approval will be in violation of this policy.
  - 6.3.10.2 Create, administer, and deactivate their social media accounts. Elected and Appointed Department Heads shall also establish appropriate usage levels including identifying what social media accounts individuals are approved to use, as well as defining roles.



- 6.3.10.3      Oversee and manage social media pages in use by staff. Social media content shall fully comply with all of the Saginaw County Personnel and IT Policies.
  
- 6.3.10.4      Designate and train authorized staff in proper use of social media. This shall include a Social Media Coordinator and a back-up Social Media Coordinator responsible for overseeing the Department’s mission goals, objectives, audiences, and measures of success.
  
- 6.3.10.5      Monitor the access levels of consultants working with the department on social media.
  
- 6.3.10.6      Change social media logins and passwords every 90 days or immediately if authorized agents are removed as administrators and/or leaving Saginaw County employment.
  
- 6.3.10.7      Monitor and measure social media, analyzing effectiveness and making recommendations to the County for continuous improvement.
  
- 6.3.10.8      Provide Controller’s Office/IT with up-to-date lists of social media pages, account logins and passwords and authorized users with their associated access levels. Account login and password information is required to be provided in case the Department’s Social Media Coordinator or back-up Social Media Coordinator is unavailable to address an urgent matter and it must instead be addressed by staff from the Controller’s Office or IT.
  
- 6.3.10.9      Ensure the department’s social media sites are monitored daily. Prompt corrective action shall be taken when an issue arises that places or has the potential to place the County at risk. Social Media Coordinators and/or back-up coordinators shall review site activity and content daily for comments and misuse.
  
- 6.3.10.10     Department Directors shall notify the IT Department immediately in the case of termination of any employee with authorized use of social media.



6.3.11 Authorized users will:

- 6.3.11.1 Uphold brand standards and values when representing Saginaw County on social media. Saginaw County’s social media sites shall be created and maintained with identifiable characteristics of an official County site. This includes: County logo and Department insignia(s).
- 6.3.11.2 Monitor social media sites daily and flag concerns when appropriate.
- 6.3.11.3 Ensure all social media sites display a link to the Saginaw County Social Media Policy.
- 6.3.11.4 Post within the scope defined in their Department’s Social Media Plan and in compliance with all Personnel and IT Policies.
- 6.3.11.5 Receive pre-authorization for any work performed out of normal work hours, if hourly.
- 6.3.11.6 Notify IT of any security compromises and follow their documented procedures.

6.4 Accepted Social Media Platforms

- 6.4.1 IT will retain a complete list of approved social media platforms to which other Departments and authorized users are able to post.

6.5 Personal Employee Postings

Saginaw County respects the right of any employee to engage in on-line social networking during their personal time. While the County respects employees’ privacy and right to free speech, as an employee, you are also viewed as a public facing municipal representative. The County recommends exercising good judgement and prudence as it pertains to the information you voluntarily put in the public domain. In order to protect the County’s interest and ensure employees focus on their job duties, employees must adhere to the following rules and guidelines:



- 6.5.1 All employees are solely responsible for any personal postings they post online. Keep in mind that any of the posted conduct that adversely affects job performance, the performance of fellow employees or otherwise adversely affects members, customers, suppliers, people who work on behalf of Saginaw County or Saginaw County’s legitimate business interests may result in disciplinary action up to and including termination. Employees should be respectful and avoid behavior identified in Section 6.3.2 along with avoiding using ethnic slurs, personal insults, or obscenity or engage in any conduct that would not be generally acceptable.
- 6.5.2 Think before you send. Always remember to think about what you plan to say and how you plan to say it before composing and distributing on-line. Once information is posted, it is difficult if not impossible to take it back.
- 6.5.3 Do not create a link from your personal blog, website or other social networking site to the County website.
- 6.5.4 Do not use your assigned Saginaw County email address to register on social networks, blogs or other online tools utilized for personal use.
- 6.5.5 Identify yourself and express only your personal opinions. You must make it clear that you are speaking for yourself and not on behalf of the County. Speech that appears to represent the County, even remotely, takes on the appearance of an official position statement and is not permitted in any circumstance. Do not represent yourself as a spokesperson for Saginaw County. If Saginaw County is a subject of the content you are creating, be clear and open about the fact that you are an employee and make it clear that your views do not represent those of Saginaw County, fellow employees, members, customers, suppliers or people working on behalf of the County.
- 6.5.6 If you publish a blog or post online related to the work you do or subjects associated with the County, make it clear that you are not speaking on behalf of Saginaw County. It is best to include a disclaimer such as “The postings on this site are my own and do not necessarily reflect the views of Saginaw County.” Information relating to persons receiving services from the County must not be disclosed. The privacy rights of fellow employees must be honored.
- 6.5.7 Refrain from using social media while on work time or on County provided equipment, unless it is work-related as authorized by your Department Head and/or Supervisor or consistent with this Policy and the County’s Equipment Policy.





- 6.5.8 Employee must keep County confidential information confidential. Any statement, whether made on-line or through images, videos, or sound files related to or referencing the County's products, services, operations, customers, vendors or other employees regardless of the media or form used must strictly comply with the County's practices, policies and procedures.
- 6.5.9 Employees should be accurate, truthful and considerate in their posts. Be constructive, provide appropriate context and think about the impact of your comments on our customers, vendors, other employees or managers.
- 6.5.10 The internet is fully searchable, which means that anyone with an internet connection can find information. Be careful about posting personal information on-line. Personal information can include photos, addresses and telephone numbers, information about where or when you work, or anything that could compromise your safety or that of your co-workers.
- 6.5.11 Remember that possible legal ramifications exist. Individuals can be held legally accountable for comments deemed to be defamatory, slanderous, libelous, obscene or proprietary whether they pertain to the County, another organization or an individual person.
- 6.5.12 Social media postings can occasionally generate media coverage. If you are ever asked to make a comment, please contact the County Controller and seek permission before making a statement.
- 6.5.13 Employees should not "friend" or "follow" an individual currently receiving services from Saginaw County. This also applies to the individual's caregivers or guardians.
- 6.5.14 Nothing in this policy is intended to infringe upon a County employee's right to engage in activities protected under the National Labor Relations Act or other applicable law.
- 6.5.15 No County employee or applicant for employment shall be required to grant the County access to or disclose information that would allow the County access to that individual's personal internet accounts, unless the employer is conducting an investigation or requiring an employee to cooperate in an investigation under any of the following circumstances:



- (a) If there is specific information about activity on the employee’s personal internet account, for the purpose of ensuring compliance with applicable laws, regulatory requirements, or prohibitions against work-related employee misconduct.
- (b) If the employer has specific information about an unauthorized transfer of the employer’s proprietary information, confidential information, or financial data to an employee’s personal internet account.

6.6 Policy Violations

- 6.6.1 Employees must immediately report violations of this policy to their Department Head and/or supervisor.
- 6.6.2 All Department Heads and supervisors are responsible for enforcing this policy. Employees who violate this policy are subject to discipline up to and including termination from employment or criminal prosecution in accordance with Saginaw County’s polices or applicable laws.
- 6.6.3 The County prohibits taking negative action against any employee for reporting a possible deviation from this policy or for cooperating in an investigation. Any employee who retaliates against another employee for reporting a possible deviation from this policy or for cooperating in an investigation will be subject to disciplinary action, up to and including termination.

7. ADMINISTRATIVE PROCEDURES:

8. CONTROLLER/CAO LEGAL COUNSEL REVIEW: The Controller/CAO has determined that this Policy, as submitted to the Board of Commissioners, contains the necessary substance in order to carry out the purpose of the policy. County Civil Counsel has determined that this Policy, as submitted, contains content that appears to be legal activities of the Saginaw County Board of Commissioners.

Approved as to Substance:

Approved as to Legal Content:

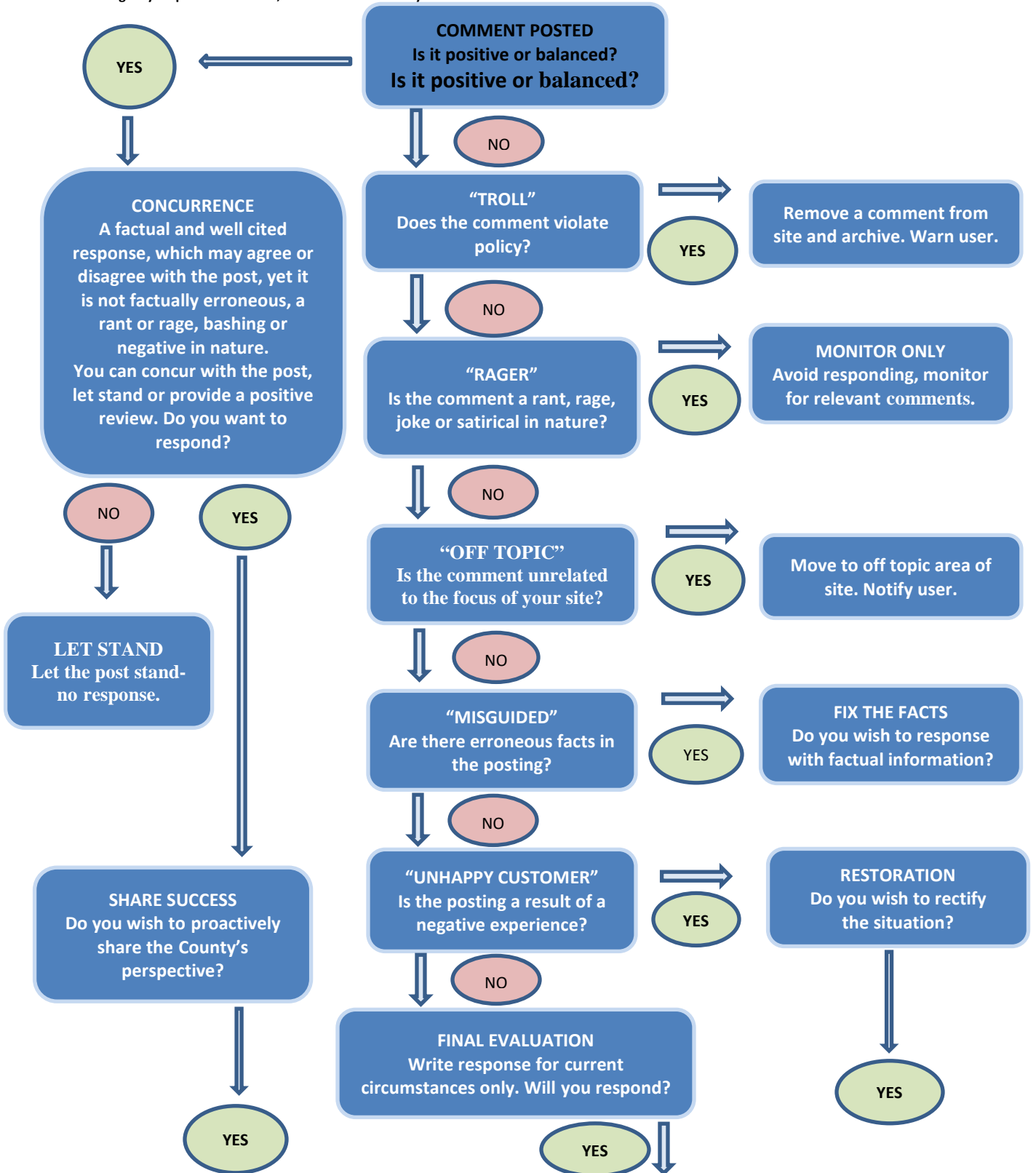
\_\_\_\_\_  
Saginaw County Controller/CAO

\_\_\_\_\_  
Saginaw County Civil Counsel

ADOPTED: April 16, 2019



Adapted from the Air Force Web Posting Response Assessment, Fire Force Public Affairs Agency – Emerging Technology Division, from the US Environmental Protection Agency response flow chart, and San Mateo County.



**RESPONSE CONSIDERATIONS**

**TRANSPARENCY** – Disclose your County connection.

**CITE YOUR SOURCES** – When you make a reference to a law, regulation, policy or other website, where possible provide a link or at minimum, the citation.

**RESPECT YOUR TIME** – Do not spend more time than the response is worth.

**USE A PROFESSIONAL TONE** – Respond in a tone that reflects positively on Saginaw County.



**FROM: COMMITTEE ON LABOR RELATIONS -- 5.4**

**APRIL 16, 2019**

Your Labor Relations Committee considered Communication No. 4-16-3 from **Todd Borders, Court Administrator, 10<sup>th</sup> Circuit Court – Family Division**, requesting approval to work with the Controller's Office to adjust Personnel Control Number (PCN) splits in the Child Care Fund related to Office Assistant I and Account Specialist III; and authority to adjust PCN splits when needed without approval of the Board of Commissioners only when the splits do not increase the budget.

We spoke with Mr. Borders who explained that he met with the Payroll & Benefits Supervisor and they determined there were many employees not coded properly between the Child Care Fund and the General Fund. The committee determined it would be acceptable for Mr. Borders to work with the Payroll & Benefits Supervisor to adjust PCNs as needed, as long as there is not a negative impact on the General Fund.

We recommend approval to adjust the PCN splits in the Child Care Fund for the Office Assistant I (35%) and Account Specialist III (15%); and authority to adjust PCN splits with the Payroll Department without approval of the Board of Commissioners only when the splits do not increase the budget or have a negative impact on the General Fund.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair

Kyle R. Harris

Michael A. Webster

Charles M. Stack, Vice-Chair

Sheldon Matthews

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.5**

**APRIL 16, 2019**

Your Labor Relations Committee considered Communication No. 4-16-12 from **Brittany Dougherty, Friend of the Court (FOC)**, requesting elimination of vacant positions of Legal Specialist II (formerly Investigator) (PCN 215131) and Account Specialist II (PCN 215112) and to add two (2) **Legal Clerk II** positions (Pay Grade 11) in order to open phone lines to answer case specific questions and increase accessibility for the public.

We spoke with Ms. Dougherty who explained that as she is making necessary changes to the structure of her department in order to increase accessibility to the public. Saginaw County is one of the only FOC offices in the state that does not currently accept telephone calls for questions on specific cases, which is extremely inconvenient for customers who work or live out of town. By making this adjustment, appropriate staff will now be available to effectively handle telephone calls.

We recommend approval to eliminate the PCNs of the Legal Specialist II and Account Specialist II and add two (2) Legal Clerk II positions (Pay Grade 11) for the reasons noted above.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair

Kyle R. Harris

Michael A. Webster

Charles M. Stack, Vice-Chair

Sheldon Matthews



**FROM: COMMITTEE ON LABOR RELATIONS -- 5.6**

**APRIL 16, 2019**

Your Labor Relations Committee considered Communication No. 4-16-15 from **John A. McColgan, Jr., Prosecutor**, requesting waiver of the hiring freeze and approval to fill two (2) positions of **Assistant Prosecutor**.

We met with Mr. Mark Gaertner, Chief Assistant Prosecutor, who stated the positions are necessary and essential in the fight against crime in Saginaw County. Both positions are currently vacant and are included in the FY 2019 Budget.

We recommend approval to waive the hiring freeze and fill two (2) positions of Assistant Prosecutor.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair  
Kyle R. Harris  
Michael A. Webster

Charles M. Stack, Vice-Chair  
Sheldon Matthews

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.7**

**APRIL 16, 2019**

Your Labor Relations Committee considered Communication No. 4-16-16 from **Christina Harrington, Health Officer, Health Department**, originally requesting waiver of the hiring freeze and approval to fill the vacant positions of **Computer and Data Analyst, WIC Coordinator, and Vision Technician (PT)**. The committee discussed with Ms. Harrington her desire to reorganize the department and the lack of Information Technology assistance she can currently receive due to Mainframe Modernizations and other factors. Therefore, the committee agreed to allow her to retain a retired employee for the Computer and Data Analyst position for a period not to exceed six (6) months, which will exceed her ninety (90) day employment contract prior to someone moving into the position. Current County Policy #346, Sec. 6.4 states, in part, "Re-employment of Retired County Employees. To ensure a more representative workforce and provide employment opportunities, an employee who retires from Saginaw County in accordance with MERS guidelines and/or IRS regulations, will not be rehired into the County as a regular full-time, regular part-time, or on-call employee or pursuant to a contract, except... (2) to train a successor which is limited to 90 days without the prior approval of the Board of Commissioners for a longer period."

We recommend approval to extend a contract with a retired employee for the position of Computer and Data Analyst in the Health Department for a period not to exceed six (6) months and waive the hiring freeze to allow for filling the positions of WIC Coordinator and Vision Technician (PT).

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair  
Kyle R. Harris  
Michael A. Webster

Charles M. Stack, Vice-Chair  
Sheldon Matthews

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.8**

**APRIL 16, 2019**

Your Labor Relations Committee considered Communication No. 4-16-17 from **William Federspiel, Sheriff**, requesting approval to create a Personnel Control Number (PCN) for a new contractual **Sheriff Deputy** position in Spaulding Township and waive the hiring freeze in order to fill the position.



We spoke with Sheriff Federspiel who explained that the Sheriff Department and Spaulding Township are entering into a contract for another Sheriff Deputy.

We recommend approval to create a PCN for a new contractual Sheriff Deputy position in Spaulding Township and waive the hiring freeze in order to fill the position.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair  
Kyle R. Harris  
Michael A. Webster

Charles M. Stack, Vice-Chair  
Sheldon Matthews

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.9**

**APRIL 16, 2019**

Your Labor Relations Committee considered Communication No. 4-16-23 from the **Honorable A.T. Frank, District Court Judge**, requesting approval to extend the contract with a retired employee in his office, pursuant to County Policy #346, Sec. 6.4.

We spoke with Judge Frank who explained that his current clerk is a retired employee who will exceed her ninety (90) day employment contract prior to someone moving into the position. Current County Policy #346, Sec. 6.4 states, in part, "Re-employment of Retired County Employees. To ensure a more representative workforce and provide employment opportunities, an employee who retires from Saginaw County in accordance with MERS guidelines and/or IRS regulations, will not be rehired into the County as a regular full-time, regular part-time, or on-call employee or pursuant to a contract, except... (2) to train a successor which is limited to 90 days without the prior approval of the Board of Commissioners for a longer period."

We recommend approval to extend the contract with a retired employee in Judge A.T. Frank's office for a period of six (6) months.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair  
Kyle R. Harris  
Michael A. Webster

Charles M. Stack, Vice-Chair  
Sheldon Matthews

6. **Executive Committee – M. Webster, Chair**

None

7. **Legislative Committee – J. Theisen, Chair; A. O'Neal, Vice-Chair**

None

8. **Intergovernmental Cooperation Committee – J. Theisen, Chair; C. Stack, Vice-Chair**

None

9. **Committee Compensation**

4-16-19.1) March 10, 2019 – March 23, 2019

4-16-19.2) March 24, 2019 – April 6, 2019



- **Hadsall moved, seconded by Dwan, to approve 4-16-19.1 and 4-16-19.2 leaving room for exceptions. There were no exceptions and the motion carried.**

**COMMITTEE COMPENSATION - 4.16.19.1**

**APRIL 16, 2019**

*I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held March 10 - March 23, 2019*

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	03/11/19	Labor Relations Committee	Kilpatrick	\$50.00	1
			Harris	\$50.00	1
			Matthews	\$50.00	1
			Webster	\$50.00	1
2	03/12/19	Executive Committee	Webster	\$50.00	1
			O'Neal	\$50.00	1
			Hadsall	\$50.00	1
			Krafft	\$50.00	1
3	03/15/19	MAC General Government Committee Lansing	Harris	\$50.00	1
4	03/15/19	GLB Regional CVB Annual Meeting - Midland	Ruth	\$50.00	1
5	03/18/19	Michigan Works! Joint Board of Directors / Midland	Matthews	\$50.00	1
			Ruth	\$50.00	1
			Webster	\$50.00	1
6	03/19/19	Board Session Dwan, Harris, Kilpatrick, Krafft, Matthews, O'Neal, Ruth, Theisen, Webster <i>Absent: Hadsall, Stack</i>	9 Present	\$450.00	9
7	03/20/19	Community Corrections Advisory Bd	Theisen	\$50.00	1
8	03/20/19	Saginaw Valley Zoological Society	Matthews	\$50.00	1
			O'Neal	\$50.00	1
<b>TOTAL</b>				<b>\$1,250.00</b>	<b>25</b>

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (3-22-19)



COMMITTEE COMPENSATION - 4.16.19.2

APRIL 16, 2019

*I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held March 24 - April 6, 2019.*

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	03/26/19	Land Bank Authority	Ruth	\$50.00	1
2	03/26/19	Region VII AAA Advisory Council	Stack	\$5.00	1
3	03/28/19	Community Corrections Advisory Board	Theisen	\$50.00	1
4	03/28/19	Community Action Committee	O'Neal	\$50.00	1
5	04/01/19	Human Services Committee	O'Neal	\$50.00	1
			Theisen	\$50.00	1
			Matthews	\$50.00	1
			Ruth	\$50.00	1
			Webster	\$50.00	1
6	04/02/19	Courts & Public Safety Committee	Hadsall	\$50.00	1
			Kilpatrick	\$50.00	1
			Dwan	\$50.00	1
			O'Neal	\$50.00	1
			Webster	\$50.00	1
7	04/03/19	Crime Prevention Council	Ruth	\$50.00	1
8	04/03/19	County Services Committee	Stack	\$50.00	1
			Harris	\$50.00	1
			Krafft	\$50.00	1
			Webster	\$50.00	1
9	04/04/19	Budget Audit Committee	Krafft	\$50.00	1
			O'Neal	\$50.00	1
			Theisen	\$50.00	1
			Ruth	\$50.00	1
			Webster	\$50.00	1
<b>TOTAL</b>				<b>\$1,155.00</b>	<b>24</b>

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (4-5-19)

**RESOLUTIONS**

None

**UNFINISHED BUSINESS**

None





## PROCLAMATIONS

### Proclamation April is Sexual Assault Awareness Month I ASK FOR CONSENT

*“You’re not a victim for sharing your story. You are a survivor setting the world on fire with your truth. And you never know who needs your light, your warmth, and raging courage. ~Alex Elle*

**Whereas,** Even before its official declaration, Sexual Assault Awareness Month was about both awareness and prevention of sexual assault, harassment, and abuse. Looking at the history of the movement to end sexual violence, it’s clear why: It’s impossible to prevent an issue no one knows about, and it’s difficult to make people aware of a problem without providing a solution. In the United States, movements for social change and equality began to gain traction in the 1940s and 50s with the civil rights era. Although open discussion of the realities of sexual assault and domestic violence were limited at these times, activists for equal rights began to challenge the status quo; and,

**Whereas,** Wide social activism around the issue of sexual assault continued into the 1970s, bringing with it support for survivors and heightened awareness. The first rape crisis center was founded in San Francisco in 1971, the same city where the first U.S. Take Back the Night event was held seven years later. By the mid-2000s, SAAM incorporated prevention more heavily, focusing on areas such as communities, workplaces, and college campuses discussing ways that individuals and communities can stop sexual assault before it happens by changing behaviors and promoting respect; and,

**Whereas,** “I Ask”, is the theme of this year’s campaign and champions the message that asking for consent is a healthy, normal, and necessary part of everyday interactions. Each year the themes changes however, they all share same common goals: to raise visibility about sexual assault and share how it can be prevented, whether that’s through education about healthy sexuality, consent, or bystander intervention.

**Now, Therefore, I,** Michael A. Webster, Chairman of the Saginaw County Board of Commissioners, do hereby proclaim April as Sexual Assault Awareness Month in the County of Saginaw.

**In Witness Whereof,** I have hereunto set my hand and caused the seal of the County of Saginaw to be affixed this 16th day of April in the year of our Lord, two thousand and nineteen.

Respectfully Submitted,  
**Saginaw County**  
**Board of Commissioners**  
Michael A. Webster  
Chair, District #11

Adopted & Presented: April 16, 2019



**Proclamation  
Law Day 2019  
FREE SPEECH, FREE PRESS, FREE SOCIETY**

*The 2019 Law Day theme - Free Speech, Free Press, Free Society - focuses on these cornerstones of representative government and calls on us to understand and protect these rights to ensure, as the U.S. Constitution proposes, “the blessings of liberty for ourselves and our posterity.”*

**Whereas**, President Dwight Eisenhower established the first Law Day in 1958 to mark the nation’s commitment to the rule of law. In 1961, congress issued a joint resolution designating May 1 as the official date for celebrating Law Day; and,

**Whereas**, In the United States and around the world, freedom of speech and the press are among the most important foundations for a free society. Free speech and free press are prominent topics in public discourse and litigation. It is impossible to imagine a free society without these individual liberties. Changes in technology have reshaped how free speech and free press work in the everyday world; and,

**Whereas**, Law Day will be commemorated in the County of Saginaw with a Mock Trial presented by Saginaw County High Schools, a blood drive with Lawyers Out for Blood with MI Blood, a billboard contest, a Saginaw County Bar Association (SCBA) Membership Luncheon, and a variety of Law Day Activities for students and the community by the SCBA and the Saginaw County Lawyers Auxiliary.

**Now, Therefore, Be It Resolved**, That the Saginaw County Board of Commissioners hereby proclaims Wednesday, May 1, 2019 as Saginaw County Law Day and calls upon the people of the County of Saginaw to acknowledge the importance of our legal and judicial systems with appropriate ceremonies and activities, and to display the flags of the United States, State of Michigan and Saginaw County in support of this educational observance. We further encourage schools, businesses, media, religious institutions, and civic and service organizations to join members of the bar and bench in commemorating Law Day.

**In Witness Whereof**, I have hereunto set my hand and caused the seal of the County of Saginaw to be affixed this 16th day of April in the year of our Lord, two thousand and nineteen.

Respectfully Submitted,  
**Saginaw County  
Board of Commissioners**  
Michael A. Webster  
Chair, District #11

Adopted & Presented: April 16, 2019

**ELECTIONS**

None

**APPOINTMENTS**

- Chairman Webster appointed Sidney Childs to the **Mosquito Abatement Commission** to fill a vacancy with a term to expire January 1, 2021



## **ANNOUNCEMENTS BY THE CHAIR**

- Chairman Webster recognized the Value Statement established at the Board of Commissioners Strategic Planning Session and stated it applies not only to the Board but everyone at the County. He expressed his thanks to Board Staff for preparation of the bookmarks.
- Chairman Webster congratulated Commissioner Kyle Harris for his election to the Michigan Association of Counties (MAC) Board of Directors representing Saginaw County.
- Chairman Webster recognized Jessica Sargent, Commission on Aging Director, for demonstrating leadership during the Employee Pancake Breakfast by transporting pancakes and sausage to her employees. “Leaders eat last!”

## **COMMISSIONER AUDIENCES**

- ◆ Commissioner Krafft announced the “Bringin’ Back the 80s” Festival in Frankenmuth April 26 - 27, 2019, which brings back hair teasing memories by paying tribute to the music, trends and events of the 1980s at the Harvey Kern Pavilion in Heritage Park.
- ◆ Commissioner Theisen expressed his appreciation of Commissioner Sheldon Matthews and called him a catalyst for his organization of County Employee functions, such as the Pancake Breakfast in March and today’s Bike Giveaway.
- ◆ Commissioner Dwan announced the Freeland Walleye Festival from April 26 - 28, 2019 which includes a parade, fishing tournament, gun raffle, car show, carnival rides, bingo, vendors, music, beer tent, community-wide garage sales, food, fireworks and much more!

***By Commissioner Harris, seconded by Commissioner Theisen: That the Board adjourn. Motion carried. Thereupon, the Board adjourned at 6:00 p.m.***

Respectfully Submitted,

### **SAGINAW COUNTY BOARD OF COMMISSIONERS**

**MICHAEL A. WEBSTER, CHAIRMAN**

**MICHAEL J. HANLEY, CLERK**

Prepared by: Suzy Koeplinger, Deputy County Clerk



**OFFICIAL PROCEEDINGS**  
**OF THE**  
*Board of Commissioners*  
**OF SAGINAW COUNTY, MICHIGAN**



**MAY SESSION 2019**

**F**irst Day of the May Session of the Board of Commissioners of Saginaw County, Michigan, held Tuesday, May 21, 2019. The Board met pursuant to adjournment at 5:00 p.m. with the Honorable Michael A. Webster in the Chair. Deputy Clerk Suzy Koepplinger took roll, quorum present as follows:

**PRESENT:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O'Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 11*

**ABSENT:** - 0

**TOTAL:** - 11

Commissioner O'Neal opened the meeting with a prayer, followed by the Pledge of Allegiance to the Flag.

**APPROVAL OF MINUTES**

Commissioner Kilpatrick moved, seconded by Commissioner Theisen, to approve the April 16, 2019 Board Session Minutes. Motion carried.

**PUBLIC HEARING**

None

**CLERK'S CALL OF SESSION**

May 10, 2019

TO: SAGINAW COUNTY BOARD OF COMMISSIONERS

RE: Notice of May 21, 2019 Board Session

Honorable Commissioners:

The Saginaw County Board of Commissioners will convene for its First Day's Session on Tuesday, May 21, 2019 at 5:00 p.m. in the Board Chambers, Second Floor - Room 200, Saginaw County Governmental Center, Saginaw, Michigan.



Respectfully Submitted,  
Michael J. Hanley, County Clerk

**By the Chair: That the Notice of Meeting from the County Clerk be received and filed, if there are no objections. The Chair hears none; it is so ordered.**

### AUDIENCES

- ◆ Bill Stanuszek, Director, and Thys Kotze, Education Coordinator, Mosquito Abatement Commission, and Thor Rasmussen, Saginaw Art Museum, distributed certificates and gift cards to the winners of the Annual Mosquito Abatement Creative Arts Contest. In addition to receiving gift cards of their choice, students received family memberships to the Saginaw Art Museum.

**Best Student Poster Winners were:**

<u>Grade 3 – 4</u>	<u>Grade 5 – 6</u>	<u>Gift Card of Choice</u>
<b>Kylie Yuchasz</b> <i>St. Charles Elementary</i>	<b>Maegan Sylvester</b> <i>Weiss Elementary</i>	<i>\$100</i>
<b>Julia Louks</b> <i>Hemmeter Elementary</i>	<b>Parker Hawes</b> <i>Community Baptist Christian</i>	<i>\$75</i>
<b>Avaleigh Guerra</b> <i>St. Charles Elementary</i>	<b>Grace Shoenmeyer</b> <i>Weiss Elementary</i>	<i>\$50</i>

**Best School Participation Award**, winning a voucher to Carolina Biological Supplies, went to ***Hemmeter Elementary and Community Baptist Christian School.***

**Best Class Participation Award**, winning a Pizza Party, went to ***Ms. Amy Schultz at St. Charles Elementary; Ms. Krista Weber and Ms. Kelly Hendrick at Hemmeter Elementary; and Ms. Kathy Gaines at Community Baptist Christian School.***

- ◆ Commissioner Stack presented Tim Ninemire, Director of Recipient Rights & Customer Service, SCCMHA, with a Proclamation for May as Mental Health Month
- ◆ Nancy Parker, Executive Director/President, Saginaw Children’s Zoo, spoke in favor of the new Animal Care & Control site location at the former Eaton property on M-46 adjacent to the Zoo

### LAUDATORY RESOLUTIONS

- Certificate of Recognition to Alpha Kappa Alpha Sorority, Inc.
- Certificate of Recognition to James Township Fire Service



**Certificate of Recognition  
Alpha Kappa Alpha Sorority Inc.  
To Be of Service to All**

**Upon the occasion** of the Alpha Kappa Alpha Sorority, Inc., Eta Upsilon Omega Chapter,  
35th Annual “Hats Off to Mom” Scholarship Luncheon  
on Saturday, May 4, 2019  
this Certificate of Recognition is awarded to

**Lisa Reed  
Soror of the Year**

**Joyce Seals  
Mother of the Year**

as a testimonial of loyal and dedicated service that they have contributed over the years.

**Eta Upsilon Omega Chapter of Alpha Kappa Alpha Sorority, Inc.** was chartered on Saturday, February 10, 1962 at the Bancroft Hotel in Saginaw, Michigan. Twelve distinguished sorors comprised the charter group. The chartering officer was Soror Laura Kate Campbell, Supreme Grammateus at that time. The Regional Director was Soror LaRue Fredericks, and the Supreme Basileus was Soror Marjorie Parker. A special guest at the chartering ceremony was Soror Aloncita Flood, National Membership Chairman and aunt of Soror Bernadine Tivis. The first basileus of Eta Upsilon Omega chapter was Soror Marie Claytor.

**The Saginaw County Board of Commissioners** does hereby extend this Certificate of Recognition to  
**Lisa Reed & Joyce Seals**  
along with our best wishes for many more happy, productive years in the future.

Respectfully Submitted,  
**Saginaw County  
Board of Commissioners**  
Michael A. Webster  
Chairman, District #10

Presented: May 4, 2019  
Adopted: May 21, 2019

**Certificate of Recognition  
James Township Fire Rescue  
Saginaw, MI**

**Fire Service is a noble calling**, one which is founded on mutual respect and trust between firefighters and the citizens they serve. To ensure the continuing integrity of the Fire Service, the highest standards of ethical conduct must be maintained at all times.

**Ethics comes from** the Greek word ethos, meaning character. Character is not necessarily defined by how a person behaves when conditions are optimal and life is good. It is easy to take the high road when the path is paved and obstacles are few or non-existent. Character is also defined by decisions made under pressure, when no one is looking, when the road contains land mines, and the way is obscured. As members of the Fire Service, shared responsibility to project an ethical character of professionalism, integrity, compassion, loyalty, and honesty in all that you do, all of the time, is important.



**James Township Firefighters** go through the Michigan State Sanctioned Firefighter Academy consisting of 240+ hours of training. From there they attend First Responder Medical Training of 70+ hours. Upon completion of medical training they are State of Michigan and federally certified as Medical First Responders.

**The James Township Fire Department** was created by the James Township Board with a Resolution on November 14, 1961. On January 16, 1962 the James Township Board accepted bids on firefighting equipment. On June 3, 1963 the James Township Fire Department was official organized and began providing fire protection to the community of James Township. The first fire response was on August 3, 1963. The James Township Fire Department currently has 21 firefighters! The following people have received recognition awards for their years of service:

- Crystal Kaufmann 5 Years**
- Doug Boehler 10 Years**
- Bill Morlik 25 Years**
- Dale Hoepner 40 Years & Firefighter of the Year**
- Ken Tomaszewski 45 Years**
- Jerry Busch 55 Years**

**The Saginaw County Board of Commissioners** thanks you for your dedication and unwavering sacrifice to your community.

Respectfully Submitted,  
**Saginaw County**  
**Board of Commissioners**  
Michael A. Webster  
Chair, District #11

Presented: May 13, 2019  
Adopted: May 21, 2019

Sheldon Matthews  
Commissioner, District #4

### **FREEDOM OF INFORMATION ACT APPEAL**

*Commissioner Stack moved that the Board of Commissioners uphold the partial disclosure denial and approve issuance of written notice to Roberta Haertel regarding her Freedom of Information Act request. The motion was seconded by Commissioner Kilpatrick. Motion carried.*

### **PETITIONS AND COMMUNICATIONS**

By the Chair: That the following communications received by the Board of Commissioners be referred as designated, if there are no objections. The Chair hears none; it is so ordered.

**5-21-1 911 COMMUNICATIONS AUTHORITY** submitting correspondence from the State 911 Committee in regard to county 911 surcharges.

-- Courts & Public Safety (*Receive & File*)

**5-21-2 PURCHASING/RISK MANAGER** submitting the Saginaw County PNC Credit Card Statement and Detailed Charges for March, 2019.

-- Budget/Audit (*Receive & File*)



- 5-21-3 RETIREMENT ADMINISTRATOR** requesting to modify via Resolution the Saginaw County Retiree Healthcare Plan year to match the County’s fiscal year for more accurate reporting on the health care plan.
- Labor Relations **(5-21-5.6/Res. A/Res. B)**
- 5-21-4 REGION VII AREA AGENCY ON AGING** submitting its FY 2020 Draft Allocation Plan for senior services.
- Human *(Receive & File)*
- 5-21-5 CONTROLLER/CAO** forwarding a report on the State Street Corridor Improvement District as required by the Tax Increment Financing Act of 2018.
- County Services *(Receive & File)*
- 5-21-6 SHERIFF** requesting an increase to its FY 2019 Budget - Van line item (245-44400-98645) from restricted reserves for the purpose of outfitting (insert/radio transfer/graphics) its new inmate transport van.
- Budget/Audit **(5-21-4.2)**
- 5-21-7 10<sup>th</sup> CIRCUIT COURT – FAMILY DIVISION** requesting waiver of the hiring freeze and approval to fill the vacant position of **Juvenile Probation Officer**.
- Labor Relations **(5-21-5.4)**
- 5-21-8 HEALTH DEPARTMENT** submitting its Accounts Receivable Report for the period October 1, 2017 through September 30, 2018 in the amount of \$12,882.28.
- Human Services **(5-21-1.1)**
- 5-21-9 MICHIGAN WORKS!** requesting waiver of the hiring freeze and approval to fill the vacant position of **Contract Manager/Monitor**.
- Labor Relations **(5-21-5.4)**
- 5-21-10 CONTROLLER/CAO** submitting a Status Report on the Saginaw County Adult Detention & Sheriff Administration Building Project.
- Courts & Public Safety *(Receive & File)*
- 5-21-11 SHERIFF** requesting placement on the agenda to provide a general update of items of interest regarding the Saginaw County Sheriff’s Office.
- Courts & Public Safety
- 5-21-12 SAGINAW COUNTY CONVENTION & VISITORS BUREAU** submitting its Audited Financial Statements for FY 2018.
- County Services *(Receive & File)*
- 5-21-13 CONTROLLER/CAO** requesting amendment of the FY 2019 Animal Control Budget by increasing the total budget to \$116,182 from Fund Balance and Hospitalization Insurance to cover shortfalls in several expenditure line items.
- Budget/Audit **(5-21-4.3)**
- 5-21-14 SHERIFF** requesting waiver of the hiring freeze and approval to fill three (3) positions of **Deputy Sheriff** in the Law Enforcement division.
- Labor Relations **(5-21-5.4)**
- 5-21-15 TREASURER/CONTROLLER** sending the electronic transactions and voucher payments transmittal form for the month of March 2019.
- Budget/Audit **(5-21-4.1)**
- 5-21-16 FINANCE DIRECTOR** submitting the quarterly budget adjustments for January 1, 2019 through March 31, 2019.
- Budget/Audit *(Receive & File)*





- 5-21-17**      **COMMUNITY CORRECTIONS** requesting approval to submit the Community Corrections grant for FY 2020 in the amount of \$582,495 and to accept if awarded.  
--      Courts & Public Safety **(5-21-2.1)**
- 5-21-18**      **PROSECUTOR** requesting waiver of the hiring freeze and approval to fill the position of Legal Clerk I.  
--      Labor Relations **(5-21-5.4)**
- 5-21-19**      **70<sup>TH</sup> DISTRICT COURT** requesting waiver of the hiring freeze and approval to fill two (2) Legal Clerk I (**Traffic Clerk/Cashier**) positions.  
--      Labor Relations **(5-21-5.4)**
- 5-21-20**      **TREASURER** submitting a request to increase the salary level for the position of **Chief Deputy Treasurer** to align compensation with the Deputy Treasurer – Financial Analyst.  
--      Labor Relations **(5-21-5.5)**
- 5-21-21**      **PERSONNEL DIRECTOR** submitting the April 2019 Employment Status Report.  
--      Labor Relations (*Receive & File*)
- 5-21-22**      **PERSONNEL DIRECTOR** submitting for approval a Memorandum of Understanding (MOU) between Saginaw County and the Police Officers Association of Michigan (POAM Non-312) as to Article 29 – Wages.  
--      Labor Relations **(5-21-5.1)**
- 5-21-23**      **PERSONNEL DIRECTOR** submitting for approval a Memorandum of Understanding (MOU) between Saginaw County and the United Automotive, Aerospace and Agricultural Implement Workers of America (UAW) representing professional level employees as to Article 14, Sec. 6 – Retirement Health Care Savings Program.  
--      Labor Relations **(5-21-5.2)**
- 5-21-24**      **PERSONNEL DIRECTOR** requesting approval for a wage adjustment to fill the vacant **Personnel Specialist** position in the Personnel Division of the Controller’s Office.  
--      Labor Relations **(5-21-5.3)**
- 5-21-25**      **MID-STATE HEALTH NETWORK** and **MICHIGAN HEALTH IMPROVEMENT ALLIANCE** submitting a presentation regarding its Projects & Initiatives to Address the Opioid Epidemic.  
--      Human Services (*Receive & File*)
- 5-21-26**      **CONTROLLER/CAO** recommending authorization for the Chairman to execute the Pedestrian Tunnel Easement Agreement (under Harrison Street to connect the Jail to the Courthouse) between the City of Saginaw as Grantor and the County of Saginaw as Grantee.  
--      Executive **(5-21-6.2)**
- 5-21-27**      **BOARD COORDINATOR** informing commissioners that the following informational communications have been received in the Board Office and are available for review:
- A. **Cheboygan County** Board of Commissioners opposes SB 1031 which seeks to amend the General Property Tax Act to exempt qualified utility personal property from the collection of taxes under the Act.
- B. **Montmorency County** Board of Commissioners opposes SB 396 (S-5) which seeks to allow exemptions from seasonal weight restrictions to the forest product industry during the spring law when roads are the most vulnerable to damage from heavy loads and will lead to significant damage to the road system, economic damage, and an increased risk to drivers.
- C. **Wexford County** Board of Commissioners opposes SB 1031 which seeks to amend the General Property Tax Act to exempt qualified utility personal property from the collection of taxes under the Act.



D. **Bay County** Board of Commissioners calls on Governor Snyder to veto any and all new legislation that changes existing law pertaining to the duties of the Governor, Secretary of State and Attorney General.

E. **Livingston County** Board of Commissioners supports House Bill 4986 that would still benefit the Veteran and limit the administration cost of this Public Act while restoring the revenue lost by the current administration of the Act.

F. **Bay County** Board of Commissioners urges our Legislators to immediately commence the process of revising the Medicare Prescription Drug Bill of 2003 to allow negotiating lower drug prices and the importation of identical, cheaper drugs from Canada and elsewhere.

G. **Jackson County** Board of Commissioners choose not to enter into an agreement for compliance and funding with Michigan Indigent Defense Commission (MIDC) until such time as full funding is provided for compliance with all new MIDC standards.

H. **Alger County** Board of Commissioners urges our Legislators to immediately commence the process of revising the Medicare Prescription Drug Bill of 2003 to allow negotiating lower drug prices and the importation of identical, cheaper drugs from Canada and elsewhere.

I. **Cheboygan County** Board of Commissioners urges our Legislators to immediately commence the process of revising the Medicare Prescription Drug Bill of 2003 to allow negotiating lower drug prices and the importation of identical, cheaper drugs from Canada and elsewhere.

J. **Baraga County** Board of Commissioners supports House Bill 4227 in the interest of strengthening and developing the future of Michigan mining practices.

K. **Jackson County** Board of Commissioners request that the State of Michigan reconsider the Public Act 93 of 2013 and MCL780.993(17) regarding the operations of local Michigan Indigent Defense Commission (MIDC) offices and that legislation be created and passed, moving the administration and oversight of local MIDC offices to the State of Michigan.

L. **Shiawassee County** Board of Commissioners establishes a “Complete County Committee” for the 2010 Census as a temporary special Committee of the Board.

M. **Bay County** Board of Commissioners opposes slashing federal funding for the Great Lakes Restoration Initiative.

N. **Antrim County** Board of Commissioners urges our Legislators to immediately commence the process of revising the Medicare Prescription Drug Bill of 2003 to allow negotiating lower drug prices and the importation of identical, cheaper drugs from Canada and elsewhere.

O. **Huron County** Board of Commissioners urge Governor Gretchen Whitmer, Department of Health and Human Services Director Robert Gordon, and members of the State Legislature, in response to a critical shortage of in-patient state psychiatric beds, continue with the construction of a new 200-bed, state psychiatric hospital on the grounds of the current Caro Center, in Tuscola County, as the best option for quality, accessible services to patients and their families, and as the best value to the taxpayers of Michigan and prevent devastating negative repercussions to businesses, schools, and families living in communities throughout this region of the state.

-- Receive & File

## **INITIATORY MOTIONS**

None



## REPORTS OF COMMITTEES

1. **Human Services Committee – A. O’Neal, Chair; J. Theisen, Vice-Chair**

1.1) **HEALTH DEPARTMENT**, re: Approval of its Accounts Receivable Report for the period October 1, 2017 through September 30, 2018 in the amount of \$12,882.28

- ***O’Neal moved, seconded by Krafft, to approve 1.1. Motion carried.***

**FROM: COMMITTEE ON HUMAN SERVICES – 1.1**

**MAY 21, 2019**

Your committee has considered Communication No. 5-21-8 from **Christina Harrington, Health Officer, Saginaw County Health Department**, submitting the Accounts Receivable Write-Off Report for the period October 1, 2017 through September 30, 2018.

It is our recommendation that the attached Saginaw County Health Department Accounts Receivable Write-Off Report for the Period October 1, 2017 through September 30, 2018 in the amount of **\$12,882.28** be approved in accordance with County Policy; further, that the proper County officials be authorized and directed to make the necessary budget adjustments.

Respectfully Submitted,

**COMMITTEE ON HUMAN SERVICES**

Amos O’Neal, Chair

Sheldon Matthews

Carl E. Ruth

James G. Theisen, Vice-Chair

Michael A. Webster

[Report is on next page]



SAGINAW COUNTY DEPARTMENT OF PUBLIC HEALTH							
ACCOUNTS RECEIVABLE REPORT FOR THE PERIOD							
10/1/2017 - 9/30/2018							
	BALANCE	CHARGES	PAYMENTS	CONTRACTUAL	WRITE-OFFS	BALANCE	
	@9/30/2017	10/1/17-9/30/18	10/1/17-9/30/18	ADJUSTMENTS	10/1/17-9/30/18	@9/30/2018	
<b>FAMILY PLANNING</b>							
Self Pay	1,974.92	5,826.54	10,907.30	-	(5,471.31)	2,365.47	
Medicaid	1,604.00	7,668.00	3,819.76	2,256.46	1,726.00	1,469.78	
Healthy Michigan Plan	5,148.00	34,512.00	28,301.53	6,848.84	436.00	4,073.63	
Managed Care	10,048.00	53,456.00	44,254.37	11,701.63	1,536.00	6,012.00	
Commercial Insurance	5,552.00	39,156.00	32,829.63	962.76	6,515.61	4,400.00	
<b>TOTAL FAMILY PLANNING:</b>	<b>24,326.92</b>	<b>140,618.54</b>	<b>120,112.59</b>	<b>21,769.69</b>	<b>4,742.30</b>	<b>18,320.88</b>	
<b>STD</b>							
Self Pay	99.69	5,148.00	5,228.55	-	(139.16)	158.30	
Medicaid	18.00	56.00	19.48	36.52	18.00	-	
Healthy Michigan Plan	8.00	188.00	66.41	105.59	8.00	16.00	
Managed Care	16.00	220.00	85.10	118.90	-	32.00	
Commercial Insurance	44.00	214.00	89.54	34.46	134.00	-	
<b>TOTAL STD:</b>	<b>185.69</b>	<b>5,826.00</b>	<b>5,489.08</b>	<b>295.47</b>	<b>20.84</b>	<b>206.30</b>	
<b>BLOOD LEAD</b>							
Medicaid	128.00	1,152.00	380.27	267.73	520.00	112.00	
Managed Care	856.00	7,672.00	4,462.28	2,769.72	80.00	1,216.00	
<b>TOTAL BLOOD LEAD:</b>	<b>984.00</b>	<b>8,824.00</b>	<b>4,842.55</b>	<b>3,037.45</b>	<b>600.00</b>	<b>1,328.00</b>	
<b>IMMUNIZATIONS</b>							
Self Pay	4,750.82	20,820.00	13,853.39	-	4,954.79	6,762.64	
Medicaid	2,215.00	13,290.00	3,417.68	7,512.14	160.27	4,414.91	
Healthy Michigan Plan	2,035.00	34,395.00	20,305.53	8,522.84	(400.00)	8,001.63	
Managed Care	14,371.00	95,425.00	43,727.67	41,540.42	639.00	23,888.91	
Commercial Ins.	31,330.00	283,760.00	212,303.71	16,516.21	1,795.08	84,475.00	
<b>TOTAL IMMUNIZATIONS:</b>	<b>54,701.82</b>	<b>447,690.00</b>	<b>293,607.98</b>	<b>74,091.61</b>	<b>7,149.14</b>	<b>127,543.09</b>	
<b>TB/COMMUNICABLE DISEASE</b>							
Self Pay	70.00	-	-	-	70.00	-	
Healthy Michigan Plan	-	-	-	-	-	-	
Managed Care	-	-	-	-	-	-	
<b>TOTAL TB:</b>	<b>70.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>70.00</b>	<b>-</b>	
<b>HEARING &amp; VISION</b>							
Medicaid	400.00	5,270.00	4,931.20	428.80	140.00	170.00	
Managed Care	3,990.00	33,770.00	30,415.20	2,664.80	160.00	4,520.00	
<b>TOTAL HEARING &amp; VISION :</b>	<b>4,390.00</b>	<b>39,040.00</b>	<b>35,346.40</b>	<b>3,093.60</b>	<b>300.00</b>	<b>4,690.00</b>	
<b>LABORATORY</b>							
Medicaid/Managed Care/Programs	4,325.50	56,037.76	51,017.38	1,070.54	-	8,275.34	
<b>TOTAL LABORATORY:</b>	<b>4,325.50</b>	<b>56,037.76</b>	<b>51,017.38</b>	<b>1,070.54</b>	<b>-</b>	<b>8,275.34</b>	
<b>TOTALS:</b>	<b>88,983.93</b>	<b>698,036.30</b>	<b>510,415.98</b>	<b>103,358.36</b>	<b>12,882.28</b>	<b>160,363.61</b>	
<b>TOTAL WRITE-OFF:</b>					<b>12,882.28</b>		
<b>COMPARISON</b>				CONTRACTUAL			
<b>TO PREVIOUS YEAR</b>	<u>BALANCE</u>	<u>CHARGES</u>	<u>PAYMENTS</u>	<u>ADJUSTMENTS</u>	<u>WRITE-OFFS</u>	<u>BALANCE</u>	
<b>2017</b>	119,131.17	704,689.13	594,402.34	117,466.50	22,967.53	88,983.93	
<b>2018</b>	<u>88,983.93</u>	<u>698,036.30</u>	<u>510,415.98</u>	<u>103,358.36</u>	<u>12,882.28</u>	<u>160,363.61</u>	
<b>CHANGE</b>	(30,147.24)	(6,652.83)	(83,986.36)	(14,108.14)	(10,085.25)	71,379.68	

Note: Negative numbers posted in write-offs are a result of Insight posting donations to the self pay account for Family Planning and STD, and for payment of items previously written off (reversals) for Immunizations



2. **Courts and Public Safety Committee – C. Hadsall, Chair; K. Kilpatrick, Vice-Chair**
  - 2.1) **COMMUNITY CORRECTIONS**, re: Approval to submit and accept if awarded the Community Corrections grant for FY 2020 in the amount of \$582,495
    - ***Hadsall moved, seconded by Dwan, to approve 2.1. Motion carried.***

**FROM: COMMITTEE ON COURTS & PUBLIC SAFETY – 2.1**

**MAY 21, 2019**

Your committee considered Communication No. 5-21-17 from **Mary McLaughlin, Community Corrections Manager**, requesting approval to submit the Community Corrections grant for FY 2020 in the amount of \$582,495 and to accept if awarded.

We met with Ms. McLaughlin who informed the committee that Saginaw County has applied for and received grant funding from the State of Michigan, Office of Community Corrections since 1992. The grant application process for fiscal year 2020 was reviewed and approved by the Community Corrections Advisory Board on April 22, 2019. The amount being requested is in the amount of \$582,495 and is to be submitted to the State of Michigan Department of Corrections by the end of business on May 1, 2019. There are no match funds required for this grant application process.

We recommend approval to submit the Community Corrections grant for FY 2020 and accept if awarded.

Respectfully Submitted,

**COMMITTEE ON COURTS & PUBLIC SAFETY**

Cheryl M. Hadsall, Chair

Kathleen K. Dwan

Michael A. Webster

Kirk W. Kilpatrick, Vice-Chair

Amos O’Neal

3. **County Services Committee – C. Stack, Chair; C. Hadsall, Vice-Chair**

None
4. **Budget Audit Committee – D. Krafft, Chair; A. O’Neal, Vice-Chair**
  - 4.1) **TREASURER/CONTROLLER**, re: Claims for March 2019
  - 4.2) **SHERIFF**, re: Approval to increase by \$13,575 its FY 2019 Budget from restricted reserves for the purpose of outfitting its new Inmate Transport Van
  - 4.3) **ANIMAL CARE & CONTROL**, re: Approval to increase by \$116,182 its FY 2019 Budget using Fund Balance and Hospitalization Insurance to cover shortfalls in several expenditure line items
    - ***Krafft moved, seconded by Theisen, to approve 4.1 – 4.3 leaving room for exceptions. There were no exceptions and the motion carried.***



**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.1**

**MAY 21, 2019**

In accordance with State Statute and County Policy, your **Budget/Audit Committee** reviewed the claims for presentation to the Board of Commissioners, as listed below:

<u>Comm. No.</u>	<u>Payment Type</u>	<u>Period</u>	<u>Amount</u>
5-21-15	Electronic Transactions	March 1 – 31, 2019	\$ 9,313,081.31
	Voucher Payments	March 1 – 31, 2019	\$10,520,055.66

We recommend the payments be approved as compiled and submitted by the Treasurer's Office and Accounting Division of the Controller's Office.

Respectfully Submitted,

**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair

James G. Theisen

Michael A. Webster

Amos O'Neal, Vice-Chair

Carl E. Ruth

**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.2**

**MAY 21, 2019**

Your Budget/Audit Committee considered 5-21-6 from **Sheriff William L. Federspiel**, requesting an increase to its FY 2019 Budget – Transport Van line item (245-44400-98645) from restricted reserves for the purpose of outfitting (insert/radio transfer/graphics) its new inmate transport van.

We met with Lt. Kerns and Undersheriff Gomez who informed committee that \$34,000 was allotted for the new van in the 2019 budget but it doesn't cover outfitting the van for use. It will cost an additional \$13,575 for the van to be ready for use. The quote is good until June 2019. The additional cost is as follows:

\$12,925 Van Insert
200 Radio Transfer
<u>450 Graphics</u>
<b>\$13,575 Total Additional Cost to Outfit for Use</b>
<u>\$34,000 Van Cost</u>
<b>\$47,575 Total Cost</b>

We recommend the increase to the FY 2019 Budget – Transport Van line item from restricted reserves in the amount of \$13,575 for the purpose of outfitting the new inmate transport van.

Respectfully Submitted,

**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair

James G. Theisen

Michael A. Webster

Amos O'Neal, Vice-Chair

Carl E. Ruth



**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.3**

**MAY 21, 2019**

Your Budget/Audit Committee considered Communication No. 5-21-13 from **Robert Belleman, Controller/CAO**, requesting amendment of the FY 2019 Animal Control Budget by increasing the total budget to \$116,182 from Fund Balance and Hospitalization Insurance to cover shortfalls in several expenditure line items.

We met with Mr. Belleman who informed committee that he has compared the actual expenditures for 2018 to the FY 2019 budget and year to date FY 2019 expenditures for several expenditure line items. These line items are Office Supplies, Kennel Supplies, Drugs & Pharmaceuticals, Prof. Serv. – Routine Animal Care, Prof. Serv. – Medical & Emergency; Ins. - Public Liability, and Software Licensing. The FY 2019 budget for the aforementioned line items was under budget. The total shortfall projected is \$116,182. The FY 2019 Budget included a contribution of \$77,637 to fund balance at the end of the year. Mr. Belleman recommends this \$77,637 be utilized to cover a portion of the projected shortfall and also recommends utilizing \$38,545 from Hospitalization Insurance, which is under budget because of vacant positions.

We recommend an increase to the FY 2019 Animal Control Budget in the amount of \$116,182 to cover shortfalls in expenditures.

Respectfully Submitted,

**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair  
James G. Theisen  
Michael A. Webster

Amos O’Neal, Vice-Chair  
Carl E. Ruth

**5. Labor Relations Committee – K. Kilpatrick, Chair; C. Stack, Vice-Chair**

- 5.1) **PERSONNEL**, re: Approval of Memorandum of Understanding (MOU) between Saginaw County and the **Police Officers Association of Michigan (POAM Non-312)** as to Article 29 - Wages
- 5.2) **PERSONNEL**, re: Approval of Memorandum of Understanding (MOU) between Saginaw County and the **United Automotive, Aerospace and Agricultural Implement Workers of America (UAW)** representing Professional level employees as to Article 14, Sec. 6 – Retirement Health Care Savings Program
- 5.3) **PERSONNEL**, re: Approval for a wage adjustment to Step 4 of the wage scale to fill the vacant **Personnel Specialist** position in the Personnel Division of the Controller’s Office
- 5.4) Waiver of the hiring freeze and approval to fill positions as follows:
  - **Family Division** - Juvenile Probation Officer
  - **Michigan Works!** - Contract Manager/Monitor
  - **Sheriff** - Sheriff Deputy (4)
  - **Prosecutor** - Legal Clerk I
  - **70<sup>th</sup> District Court** - Legal Clerk I (Traffic Clerk/Cashier) (2)
- 5.5) **TREASURER**, re: Approval to increase the starting salary level for the vacant position of Chief Deputy Treasurer to ~~M-10, Step 6\*~~ to align compensation with the Deputy Treasurer – Financial Analyst **\*Amended to H-10, up to Step 9**



5.6) **CONTROLLER**, re: Approval of two (2) Resolutions to align the Saginaw County Retiree Healthcare Plan year to the County’s fiscal year for more accurate reporting

- *Kilpatrick moved, seconded by Theisen, to approve 5.1 – 5.6 leaving room for exceptions. Harris excepted 5.3. Ruth excepted 5.5. There were no other exceptions and the motion carried as to 5.1, 5.2, 5.4, and 5.6.*
- *Discussion was held on 5.3, with Commissioner Harris stating his opposition to the wage adjustment. After discussion, the motion carried with a Nay vote recorded for Harris.*
- *Discussion was held on 5.5, with the Controller offering current information on the position. He stated the current candidate rejected the M scale salary and advised the request be amended to give the Treasurer latitude on the H scale. After discussion, Krafft moved, seconded by Ruth, to amend the request and retain the current rate of H-10 with approval to offer up to Step 9 on the pay scale at the discretion of the Treasurer. Amendment carried. Motion as to 5.5, as amended, carried.*

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.1**

**MAY 21, 2019**

Your Labor Relations Committee considered Communication No. 5-21-22 from **Jennifer Broadfoot, Personnel Director**, submitting for approval a Memorandum of Understanding (MOU) between Saginaw County and the Police Officers Association of Michigan (POAM Non-312) as to Article 29 - Wages.

We spoke with Ms. Broadfoot who explained that this MOU clarifies the \$1.26 per hour increase to base wages approved for Corrections Officers as a part of the most recent collective bargaining agreement was a one-time adjustment to their base wage.

We recommend approval of the Memorandum of Understanding between Saginaw County and POAM Non-312 as to Article 29 – Wages.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair

Kyle R. Harris

Michael A. Webster

Charles M. Stack, Vice-Chair

Sheldon Matthews

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.2**

**MAY 21, 2019**

Your Labor Relations Committee considered Communication No. 5-21-23 from **Jennifer Broadfoot, Personnel Director**, submitting for approval a Memorandum of Understanding (MOU) between Saginaw County and the United Automotive, Aerospace and Agricultural Implement Workers of America (UAW) representing professional level employees as to Article 14, Sec. 6 – Retirement Health Care Savings Program.

We met with Ms. Broadfoot who informed the committee that the MOU was requested by the UAW to allow for an increase in the contractually bargained percentage its professional level members contribute to their Healthcare Savings Plans (HCSP) from 0.25% to 1%. Bargaining unit members who are not eligible for retiree healthcare have HCSPs to allow them to save money for health-related costs in retirement.

We recommend approval of the Memorandum of Understanding between Saginaw County and the UAW professional level employees as to Article 14, Sec. 6.





Respectfully Submitted,  
**COMMITTEE ON LABOR RELATIONS**  
Kirk W. Kilpatrick, Chair  
Kyle R. Harris  
Michael A. Webster

Charles M. Stack, Vice-Chair  
Sheldon Matthews

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.3** **MAY 21, 2019**

Your Labor Relations Committee considered Communication No. 5-21-24 from **Jennifer Broadfoot, Personnel Director**, requesting approval for a wage adjustment to fill the vacant Personnel Specialist position in the Personnel Division of the Controller’s Office.

We met with Ms. Broadfoot who explained this position was created in the FY 2019 Budget pursuant to direction from the Board of Commissioners at its 2018 Strategic Planning Session to improve the recruitment and selection process. The salary range for the Personnel Specialist is \$47,077 - \$58,687. We recommend approval of the wage adjustment to fill the position of Personnel Specialist in the Controller’s Office to begin the candidate at Step 04, \$54,012.

Respectfully Submitted,  
**COMMITTEE ON LABOR RELATIONS**  
Kirk W. Kilpatrick, Chair  
Kyle R. Harris  
Michael A. Webster

Charles M. Stack, Vice-Chair  
Sheldon Matthews

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.4** **MAY 21, 2019**

Your Labor Relations Committee considered Communication Nos. 5-21-7, 5-21-9, 5-21-14, 5-21-18, and 5-21-19 from **various elected officials and department heads** requesting waiver of the hiring freeze and approval to fill vacant positions in their respective departments as follows:

<u>Requestor</u>	<u>Department</u>	<u>Position(s)</u>
Todd Borders	<b>10<sup>th</sup> Circuit Court – Family Division</b>	Juvenile Probation Officer
Christopher Rishko	<b>Michigan Works!</b>	Contract Manager/Monitor
Undersheriff Gomez	<b>Sheriff Department</b>	Deputy Sheriff (4)
Mark Gaertner	<b>Prosecutor’s Office</b>	Legal Clerk I
Linda James	<b>70<sup>th</sup> District Court</b>	Legal Clerk I (2)

We recommend approval to waive the hiring freeze and fill the positions listed above.

Respectfully Submitted,  
**COMMITTEE ON LABOR RELATIONS**  
Kirk W. Kilpatrick, Chair  
Kyle R. Harris  
Michael A. Webster

Charles M. Stack, Vice-Chair  
Sheldon Matthews



**FROM: COMMITTEE ON LABOR RELATIONS -- 5.5**

**\*AMENDED**

**MAY 21, 2019**

Your Labor Relations Committee considered Communication No. 5-21-20 from **Tim Novak, Treasurer**, submitting a request to increase the salary level for the position of Chief Deputy Treasurer to align compensation with the Deputy Treasurer – Financial Analyst.

We spoke with Mr. Novak who explained that this position has been vacant for eighteen (18) months and there is growing concern that if not filled there could be an impact on the audit and other departments, as well as grant funds. This position is slated to be reviewed in Phase 3 of the Compensation Study and is anticipated to be currently under market.

We recommend approval to **amend the starting salary level of the Chief Deputy Treasurer to H-10, up to Step 9 at the discretion of the Treasurer.**

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair

Kyle R. Harris

Michael A. Webster

Charles M. Stack, Vice-Chair

Sheldon Matthews

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.6**

**MAY 21, 2019**

Your Labor Relations Committee considered Communication No. 5-21-3 from **Robert Belleman, Controller/CAO**, requesting to modify, via two (2) Resolutions, the Saginaw County Retiree Healthcare Plan year to match the County's fiscal year for more accurate reporting on the health care plan.

We met with Mr. Belleman who explained that after consultation with Saginaw County's OPEB Actuary and Auditor, it was agreed that it would be beneficial for the Retiree Healthcare Plan year to coincide with the county's fiscal year, given disclosure requirements and roll-forward methods allowed under GASB 74 and 75.

We recommend approval of two (2) Resolutions, one for the Plan and one for the Trust, that are submitted under the regular order of business.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair

Kyle R. Harris

Michael A. Webster

Charles M. Stack, Vice-Chair

Sheldon Matthews

6. **Executive Committee – M. Webster, Chair**

6.1) **CONTROLLER/CAO**, re: Approval to not require the Saginaw County Courts to seek a waiver of the hiring freeze for 120 days

6.2) **CONTROLLER/CAO**, re: Approval to authorize Chairman Michael Webster to execute the Pedestrian Tunnel Easement Agreement and all related documents



- **Matthews moved, seconded by Stack, to approve 6.1. Discussion was held regarding the original request to approve a “Position Statement” pertaining to the proposed Trial Court Operations and Funding Policy submitted by Judge McGraw. Commissioners debated the merits of calling for Commissioner Privilege to allow for further discussion at a later time, possibly with a representative from the Michigan Association of Counties. After discussion, the Chairman requested a roll-call on the motion be taken by the clerk, with the results as follows:  
Yes – Matthew, Theisen, Hadsall, O’Neal, Ruth, Stack, Webster – 7  
No – Kilpatrick, Harris, Krafft, Dwan – 4  
Motion carried.**
- **Krafft moved, seconded by Ruth, to approve 6.2. Motion carried.**

**FROM: EXECUTIVE COMMITTEE -- 6.1**

**MAY 21, 2019**

Your Executive Committee considered Communication No. 4-16-19 from **Robert V. Belleman, Controller/CAO**, recommending the Board of Commissioners adopt a “Position Statement” pertaining to the proposed Trial Court Operations and Funding Policy submitted by the Hon. Patrick J. McGraw. We met with Judge McGraw and the Controller and discussion was held regarding the request by the Courts to be recognized as independent and exempt from certain County policies. A final determination will be made after a presentation is made to the Board of Commissioners by a representative of the Michigan Association of Counties. In lieu of the delayed decision on the matter requested, the committee approved allowing an exemption to the Courts to seek waiver of the hiring freeze for 120 days.

We recommend the Courts are exempt from seeking waiver of the hiring freeze for its employees for 120 days.

Respectfully Submitted,

**EXECUTIVE COMMITTEE**

Michael A. Webster, Chair

Cheryl M. Hadsall

Dennis H. Krafft

Amos O’Neal

Charles M. Stack

**FROM: EXECUTIVE COMMITTEE -- 6.2**

**MAY 21, 2019**

Your committee considered Communication No. 5-21-26 from Robert V. Belleman, Controller/CAO, requesting authorization for the Chairman of the Board of Commissioners to execute the Pedestrian Tunnel Easement Agreement between the City of Saginaw and Saginaw County.

We met with the Controller and he indicated the County of Saginaw installed a pedestrian tunnel under Harrison Street to connect the Saginaw County Adult Detention and Sheriff Administration Building to the Saginaw County Courthouse for the secured passage of inmates between the Jail and courthouse. The Controller also indicated L. William Smith, County Civil Counsel, prepared the Easement and he is recommending it be executed by the Chairman.

We recommend approval for Chairman Michael Webster to execute the Pedestrian Tunnel Easement Agreement as noted above.



Respectfully Submitted,  
**EXECUTIVE COMMITTEE**

Michael A. Webster, Chair  
Cheryl M. Hadsall  
Dennis H. Krafft

Amos O’Neal  
Charles M. Stack

7. **Legislative Committee – J. Theisen, Chair; A. O’Neal, Vice-Chair**  
None

8. **Intergovernmental Cooperation Committee – J. Theisen, Chair; C. Stack, Vice-Chair**  
None

9. **Committee Compensation**

5-21-19.1) April 7, 2019 – April 20, 2019  
5-21-19.2) April 21, 2019 – May 4, 2019

- ***Ruth moved, seconded by Hadsall, to approve 5-21-19.1 and 5-21-19.2 leaving room for exceptions. There were no exceptions and the motion carried.***

**COMMITTEE COMPENSATION - 5.21.19.1**

**May 21, 2019**

*I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held April 7 - April 20, 2019*

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	04/08/19	Labor Relations Committee	Kilpatrick	\$50.00	1
			Stack	\$50.00	1
			Harris	\$50.00	1
			Matthews	\$50.00	1
			Webster	\$50.00	1
2	04/09/19	Legislative Committee	Theisen	\$50.00	1
			O'Neal	\$50.00	1
			Hadsall	\$50.00	1
			Ruth	\$50.00	1
			Webster	\$50.00	1
3	04/09/19	Executive Committee	Webster	\$25.00	1
			O'Neal	\$25.00	1
			Hadsall	\$25.00	1
			Stack	\$50.00	1
			Krafft	\$50.00	1
4	04/11/19	Intergovernmental Cooperation Committee	Theisen	\$50.00	1
			Stack	\$50.00	1
			Webster	\$50.00	1
5	04/12/19	MAC Environmental Committee/Lansing	Stack	\$50.00	1



Board of Commissioners – May 21, 2019

6	04/12/09	Saginaw Future Board	Webster	\$50.00	1
7	04/15/19	Northern Michigan Counties Assoc. / Grayling	Theisen	\$25.00	1
8	04/15/19	COW-Strategic Planning Session Dwan, Matthews, Stack, Theisen, Ruth, Webster <i>Absent: Hadsall, Harris, Kilpatrick, Krafft, O'Neal</i>	6 Present	\$300.00	6
9	04/16/19	Board Session Dwan, Hadsall, Harris, Kilpatrick, Krafft, Matthews, Ruth, Stack, Theisen, Webster <i>Absent: O'Neal</i>	10 Present	\$500.00	10
10	04/17/19	Castle Museum Board	Hadsall	\$50.00	1
11	04/17/19	Community Corrections Advisory Board	Theisen	\$50.00	1
12	04/17/19	Saginaw Valley Zoological Society	Matthews	\$50.00	1
13	04/17/19	Animal Control Advisory Council	Hadsall	\$25.00	1
14	04/18/19	9-1-1 Authority Board	Matthews	\$50.00	1
			Theisen	\$50.00	1
15	04/18/19	Community Action Committee	O'Neal	\$50.00	1
<b>TOTAL</b>				<b>\$2,075.00</b>	<b>44</b>

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (4-18-19)

COMMITTEE COMPENSATION - 5.21.19.2

May 21, 2019

*I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held April 21 - May 4, 2019.*

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	04/22/19	MAC Health & Human Services - Lansing	O'Neal	\$50.00	1
2	04/22/19	Community Corrections Advisory Board	Theisen	\$50.00	1
3	04/23/19	Saginaw CVB	Ruth	\$50.00	1
4	04/24/19	Commission on Aging	Stack	\$50.00	1
5	04/26/19	MAC Transportation - Lansing	Webster	\$50.00	1
6	04/26/19	MAC General Government - Lansing	Harris	\$50.00	1
7	05/01/19	Crime Prevention Council	Ruth	\$50.00	1
<b>TOTAL</b>				<b>\$350.00</b>	<b>7</b>

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (5-3-19)



## RESOLUTIONS

### RESOLUTION “A”

#### RESOLUTION AMENDING THE SAGINAW COUNTY RETIREE HEALTH CARE PLAN

At a regular meeting of the Board of Commissioners of the County of Saginaw, State of Michigan held in the City of Saginaw on the 21<sup>st</sup> day of May, 2019.

**PRESENT:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster – 11*

**Commissioner Kilpatrick offered the following resolution and moved for adoption. The motion was seconded by Commissioner Ruth.**

**WHEREAS**, the Saginaw County Retiree Health Care Plan was created and became effective on January 1, 1993; and,

**WHEREAS**, the plan year that was established by Article II, Section 2.10 of the Plan Document was on a calendar year basis; and,

**WHEREAS**, with the implementation of GASB 74 and GASB 75, the County desires to modify the retirement plan year to match the County’s fiscal year for more accurate reporting in the County’s annual audit; and,

**WHEREAS**, Article X of the Saginaw County Retiree Health Care Plan provides that the County can amend the plan by affirmative vote of the County’s Board of Commissioners; and,

**WHEREAS**, the County desires to amend Article II, Section 2.10 of the Saginaw County Retiree Health Care Plan to reflect that the term plan year means the County’s fiscal year, commencing on October 1 and ending on September 30.

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED** by the Board of Commissioners of Saginaw County that Article II, Section 2.10 of the Saginaw County Retiree Health Care Plan shall be changed to read as follows:

“Plan Year” means the initial period commencing on January 1, 1993 and ending on December 31, 1993. Effective January 1, 2019, the term “Plan Year” means the period commencing on October 1 and ending on September 30.

**BE IT FURTHER RESOLVED AND ORDERED** by the Board of Commissioners of Saginaw County that all other provisions of the Saginaw County Retiree Health Care Plan, not altered herein, shall remain in full force and effect.

**Yeas:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster – 11*

**TOTAL:** - 11



STATE OF MICHIGAN            )  
  )ss  
COUNTY OF SAGINAW        )

I, the undersigned, the duly qualified and acting Clerk of the County of Saginaw, State of Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a regular meeting of the Board of Commissioners of said County, held on the 21st day of May, 2019, the original of which is on file in the Board Office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 21st day of May, 2019.

**Michael J. Hanley, County Clerk**  
**County of Saginaw**

**RESOLUTION “B”**  
**RESOLUTION AMENDING THE TRUST AGREEMENT UNDER**  
**THE SAGINAW COUNTY RETIREE HEALTH CARE PLAN**

At a regular meeting of the Board of Commissioners of the County of Saginaw, State of Michigan held in the City of Saginaw on the 21st day of May, 2019.

**PRESENT:**     *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster – 11*

**Commissioner Kilpatrick offered the following resolution and moved for adoption. The motion was seconded by Commissioner Krafft.**

**WHEREAS**, a Trust Agreement was entered into between Saginaw County and the Saginaw County Retirement Board of Saginaw County on January 1, 1993; and,

**WHEREAS**, Article 2, Section 2.1(g) of the Trust Agreement defines the valuation date as the last business day of each calendar year, or such other interim dates as may be requested by the County; and,

**WHEREAS**, Article 3, Section 3.1 of the Trust Agreement provides that the County may amend the Trust Agreement to make non-substantive changes to the Trust, and the Saginaw County Retiree Health Care Plan by an affirmative vote of the County’s Board of Commissioners; and,

**WHEREAS**, Article 7, Section 7.7 of the Trust Agreement provides that the Trustee prepare, sign and file with the County an account of its acts and transactions as Trustee within 60 days after the close of each calendar year; and,

**WHEREAS**, with the implementation of GASB 74 and GASB 75, the County desires to modify the valuation date and the reporting date to match the County’s fiscal year for more accurate reporting.

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED** by the Board of Commissioners of Saginaw County that Article 2, Section 2.1(g) of the Trust Agreement shall be changed to read as follows:



“Valuation Date” means the last business day of each fiscal year, or such other interim dates as may be requested by the County.”

**BE IT FURTHER RESOLVED AND ORDERED** by the Board of Commissioners of Saginaw County that Article 7, Section 7.7 of the Trust Agreement shall be changed to read as follows:

“Within 60 days after the close of each fiscal year, and within 60 days after the date of termination of the duties of the Trustee, the Trustee shall prepare, sign and file with the County an account of its acts and transactions as Trustee hereunder.”

**BE IT FURTHER RESOLVED AND ORDERED** by the Board of Commissioners of Saginaw County that all other provisions of the Trust Agreement under the Saginaw County Retiree Health Care Plan, not altered herein, shall remain in full force and effect.

**Yeas:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster – 11*

**TOTAL: - 11**

STATE OF MICHIGAN            )  
  )ss  
COUNTY OF SAGINAW        )

I, the undersigned, the duly qualified and acting Clerk of the County of Saginaw, State of Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a regular meeting of the Board of Commissioners of said County, held on the 21st day of May, 2019, the original of which is on file in the Board Office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 21st day of May, 2019.

**Michael J. Hanley, County Clerk**  
**County of Saginaw**

**UNFINISHED BUSINESS**

None





## PROCLAMATIONS

### PROCLAMATION May is Mental Health Month 2019 #4MIND4BODY

**Whereas**, Mental health is essential to everyone’s overall health and well-being. All Americans experience times of difficulty and stress in their lives. Prevention is an effective way to reduce the burden of mental health conditions. There is a strong research that animal companionship, humor, spirituality, religion, recreation, social connections, and work-life balance can help all Americans protect their health and well-being; and,

**Whereas**, Mental health conditions are real and prevalent in our nation. With effective treatment, those individuals with mental health and other chronic health conditions can recover and lead full, productive lives; and,

**Whereas**, Each business, school, government agency, healthcare provider, organization and citizen shares the burden of mental health problems and has a responsibility to promote mental wellness and support prevention efforts.

**Now, Therefore**, I, Michael A. Webster, Chairman of the Saginaw County Board of Commissioners, do hereby proclaim May as Mental Health Month in the County of Saginaw.

**In Witness Whereof**, I, have hereunto set my hand and caused the seal of the County of Saginaw to be affixed this 21st day of May in the year of our Lord, two thousand and nineteen.

Respectfully Submitted,  
**Saginaw County**  
**Board of Commissioners**  
Michael A. Webster  
Chair, District #11

Adopted & Presented: May 21, 2019

Charles M. Stack  
Commissioner, District #2

## ELECTIONS

None

## APPOINTMENTS

- Chairman Webster appointed Carol Cottrell and Randall Howard to the **Animal Control Advisory Council** to fill vacancies with terms to expire December 31, 2019
- Chairman Webster appointed Cindy Marcoux to the **Library Board** with a term to expire May 31, 2024

## ANNOUNCEMENTS BY THE CHAIR

- Chairman Webster recognized Norm Bamberger and Duclos Insurance, property & casualty insurers, for going above and beyond to find a healthcare alternative for the county that would reduce employee premium share by 45%.
- Chairman Webster recognized and congratulated Bonnie Kanicki, our new Animal Care & Control Director, for accepting the challenge. Bonnie thanked everyone for their support, faith and vision and stated there is a lot of enthusiasm to guide the center.



- Chairman Webster recognized Sheriff Deputy Brenda Kappen for 25 years of service to the county.
- Chairman Webster recognized Christina Harrington, Health Officer, for her leadership at the Health Department consistent with examples demonstrated in the May Personnel Newsletter.
- Chairman Webster congratulated Commissioner Dwan on the birth of her grandson Ariel.

### **COMMISSIONER AUDIENCES**

- ◆ Commissioner Harris talked about his involvement as a Board Member of the Michigan Association of Counties and its efforts to advance legislation favorable to county government.
- ◆ Commissioner Krafft announced the “Bavarian Festival” in Frankenmuth June 6 - 9, 2019 with a number of events throughout the weekend culminating in the parade at 1:00 p.m. on Sunday, June 9, 2019.
- ◆ Commissioner Theisen distributed copies of the book “The Go-Giver” and Chairman Webster acknowledged him for bringing attention to the book that reinforces the values set for the county.

***By Commissioner Harris, seconded by Commissioner Kilpatrick: That the Board adjourn. Motion carried. Thereupon, the Board adjourned at 6:14 p.m.***

Respectfully Submitted,

### **SAGINAW COUNTY BOARD OF COMMISSIONERS**

**MICHAEL A. WEBSTER, CHAIRMAN**

**MICHAEL J. HANLEY, CLERK**

Prepared by: Suzy Koeplinger, Deputy County Clerk



**OFFICIAL PROCEEDINGS**  
**OF THE**  
*Board of Commissioners*  
**OF SAGINAW COUNTY, MICHIGAN**



**JUNE SESSION 2019**

**F**irst Day of the June Session of the Board of Commissioners of Saginaw County, Michigan, held Tuesday, June 18, 2019. The Board met pursuant to adjournment at 5:00 p.m. with the Honorable Michael A. Webster in the Chair. Deputy Clerk Suzy Koeppinger took roll, quorum present as follows:

**PRESENT:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O'Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 11*

**ABSENT:** - 0

**TOTAL:** - 11

Commissioner Kilpatrick opened the meeting with a prayer, followed by the Pledge of Allegiance to the Flag.

**APPROVAL OF MINUTES**

Commissioner Harris moved, seconded by Commissioner Kilpatrick, to approve the May 21, 2019 Board Session Minutes. Motion carried.

**PUBLIC HEARING**

None

**CLERK'S CALL OF SESSION**

June 7, 2019

TO: SAGINAW COUNTY BOARD OF COMMISSIONERS

RE: Notice of June 18, 2019 Board Session

Honorable Commissioners:

The Saginaw County Board of Commissioners will convene for its First Day's Session on Tuesday, June 18, 2019 at 5:00 p.m. in the Board Chambers, Second Floor - Room 200, Saginaw County Governmental Center, Saginaw, Michigan.

Respectfully Submitted,

Michael J. Hanley, County Clerk



**By the Chair: That the Notice of Meeting from the County Clerk be received and filed, if there are no objections. The Chair hears none; it is so ordered.**

## AUDIENCES

- ❖ Erica Brown-Hinds, Business Manager, Wanigas Credit Union, presented information on services and products provided to the community

## LAUDATORY RESOLUTIONS

- Welcome to Saginaw County to the Michigan State Association of the Improved Benevolent and Protective Order of Elks of the World
- Certificate of Recognition to Ed Rehmann and Sons on its 100 year anniversary

### Welcome to SAGINAW COUNTY

**To the Convention Chairpersons, State and local leaders for the Michigan State Association of the Improved Benevolent and Protective Order of Elks of the World and the members of Epicurian Lodge #674 and Charlotte Ray Temple #549, Welcome to Saginaw County!**

**On behalf of the Saginaw County Board of Commissioners** and our county staff of over 600 dedicated and professional personnel who provide excellent governmental services to all our citizens, it is our pleasure to welcome you to our community.

**We like to call ourselves** the *Gateway to the North*.

**You may already know** that Saginaw County is the last major urban area in the State of Michigan as you travel north.

- We are the last major urban area for your medical care - Covenant and Ascensions St. Mary's
- We are the last major urban area for your shopping - Birch Run Premium Outlets – 119 Stores
- We are the last major urban area for your entertainment - Dow Event Center, Huntington Park, Temple Theatre, Birch Run Expo Center and not to mention Friday Night Live and Party on McCarty (Summer long concert series) plus more summer and winter festivals than we don't have room to name

**It's akin to being** the cultural Mecca of the State of Michigan. For example, even the water has learned to converge on Saginaw County, the Tittabawassee River runs south for 80 miles before abruptly turning northward, flowing into the Saginaw River.

**The Shiawassee River** runs north through the lakes that dot Oakland and southern Genesee County – through Fenton, Durand, Corunna and Owosso where it turns north and wanders in a combination of zigs and zags on its 110-mile journey merge into the Saginaw River.

**The Cass River** forms near Ubley and twists southwest to eventually merge into the Saginaw River.

**In the southeast corner** of Lapeer County - springs feed into the Flint River which meanders through Genesee County and turns north at Flushing to eventually finds its way to the Saginaw River.

**So the rivers and waterways** oddly flow north and come together to form the Saginaw River which then supplies the Saginaw Bay and ultimately feeds Lake Huron. We are unique in so many ways.



Again, on behalf of 5 Villages, 27 Townships and 3 Cities and nearly 200,000 residents, I give you a hearty welcome to our county and pray that you have a safe and enjoyable stay!

Sincerely,  
Michael A. Webster  
**Saginaw County Board of Commissioners**  
Chairman, District #11

**Certificate of Recognition**  
**Ed Rehmann and Sons: 100 Years and County**  
**Their story began in 1919 as a Dream. Their story continues as a Reality.**

**Ed Rehmann** immigrated to the United States from Austria at 17 years old, just prior to WWI. With \$20 in his pocket, he eventually made it to America’s Heartland. His fluency in six languages and penchant for sewing allowed him to work at the local clothing store in Chesaning. When the original owner of the store decided to retire, Ed and his wife, Eva, decided to buy the store and thus Ed Rehmann and Sons was born. It has operated in the same spot and under the same name for 100 years. **For 100 years**, Ed Rehmann and Sons has provided superior customer service. Carhartt merchandise has been sold at the store since the beginning, making Ed Rehmann and Sons one of the Dearborn based company’s oldest accounts. Many customers even travel across the state to stock up. They have also sold Red Wing Shoes since 1920, making them one of the oldest accounts on record. They carry merchandise not found in many department stores.

**The tradition** that follows a family through three generations is extremely powerful, quite tangible and very relevant. In 1958, the second generation of owners, Donald, Richard and Albert, took over. The current, third generation of owners, Ric and Rob, (sons of Richard), along with Rob’s wife, Nancy, took over in 1986. They continue to stay true to the store’s roots.

**The Saginaw County Board of Commissioners** congratulates Ed Rehmann and Sons on its 100<sup>th</sup> year anniversary.

Respectfully Submitted,  
**Saginaw County Board of Commissioners**  
Michael A. Webster  
Chair, District #11

Adopted: June 18, 2019

Kyle R. Harris  
Commissioner, District #6

**PETITIONS AND COMMUNICATIONS**

By the Chair: That the following communications received by the Board of Commissioners be referred as designated, if there are no objections. The Chair hears none; it is so ordered.

**6-18-1 REGION VII AREA AGENCY ON AGING** sending notice that it is accepting Letters of Intent from public, private for-profit, and non-profit incorporated entities interested in applying for FY 2020 funds to provide services for persons age 60 and older.

-- Human Services (*Receive & File*)

**6-18-2 PURCHASING/RISK MANAGER** submitting the Saginaw County PNC Credit Card Statement and Detailed Charges for April, 2019.

-- Budget/Audit (*Receive & File*)



- 6-18-3 COUNTY CLERK** requesting approval to modify the compensation of the four (4) members of the Board of Canvassers.  
-- County Services **(6-18-3.1)**
- 6-18-4 MOBILE MEDICAL RESPONSE** submitting its tri-annual report on response times and other related information.  
-- Courts & Public Safety *(Receive & File)*
- 6-18-5 MICHIGAN DEPARTMENT OF TREASURY** forwarding the Preliminary State Equalization Report for the 2019 tax year as approved by the State Tax Commission.  
-- County Services *(Receive & File)*
- 6-18-6 CONTROLLER/CAO** requesting approval of a Resolution authorizing the publication of a Notice of Intent to Issue Bonds in an amount not-to-exceed \$13 million to cover costs associated with the purchase and implementation of a mainframe modernization and fiber network project.  
-- Budget/Audit **(6-18-4.2)**
- 6-18-7 CONTROLLER/CAO** submitting a Status Report on the Saginaw County Adult Detention & Sheriff Administration Building Project.  
-- Courts & Public Safety *(Receive & File)*
- 6-18-8 MSU EXTENSION** submitting its 2018 Annual Report and requesting discussion on appropriate ballot language for the MSU Extension Millage being proposed in 2020.  
-- Human Services *(Receive & File)*
- 6-18-9 HARRY W. BROWNE AIRPORT** requesting approval of the Runway 10/28 Lighting System Project contract between Saginaw County and the Michigan Department of Transportation.  
-- County Services **(6-18-3.2)**
- 6-18-10 CONTROLLER/CAO** requesting authorization to close the Saginaw County Courthouse and Governmental Center and other County facilities on Friday, July 5, 2019 due to the 4<sup>th</sup> of July holiday.  
-- Labor Relations **(6-18-5.5)**
- 6-18-11 PERSONNEL DIRECTOR** submitting proposed changes to County Policy #422 – Administrative Policy on Cellular Telephones as to permission to use cell phones as global positioning and navigational systems when affixed to motor vehicle.  
-- County Services **(6-18-3.3)**
- 6-18-12 SAGINAW COUNTY COMMUNITY MENTAL HEALTH AUTHORITY** submitting its 2018 Annual Audit.  
-- Budget/Audit *(Receive & File)*
- 6-18-13 TREASURER/CONTROLLER** sending the electronic transactions and voucher payments transmittal form for the month of April 2019.  
-- Budget/Audit **(6-18-4.1)**
- 6-18-14 PROSECUTOR** requesting waiver of the hiring freeze and approval to fill the position of Assistant Prosecutor.  
-- Labor Relations *(Tabled)*
- 6-18-15 HON. A.T. FRANK** requesting extension of two contracts within his office to December 31, 2019.  
-- Labor Relations **(6-18-5.1)**



- 6-18-16 HEALTH DEPARTMENT** requesting waiver of the hiring freeze to fill a vacant **Public Health Nurse II** position; and approval to extend the contract with Mary Patnode (retired Senior Public Health Nurse) beginning August 5, 2019 – January 31, 2020.  
-- Labor Relations **(6-18-5.2/5.6)**
- 6-18-17 PERSONNEL DIRECTOR** submitting the May 2019 Employment Status Report.  
-- Labor Relations *(Receive & File)*
- 6-18-18 COMMISSION ON AGING** requesting deletion of the current Nutrition Program Supervisor job description, to revert back to the Nutrition Program Manager job description, and waiver of the hiring freeze and approval to fill the position of Nutrition Program Manager.  
-- Labor Relations **(6-18-5.3)**
- 6-18-19 COMMISSION ON AGING** requesting a change in hours of the Foster Grandparent Program Coordinator position (from 72 to 80 hours per pay period) and the Program Assistant (for Foster Grandparent Program) position (from 58 to 48 hours per pay period) and to waive the hiring freeze and fill the vacant position of Program Assistant.  
-- Labor Relations **(6-18-5.4)**
- 6-18-20 COMMISSION ON AGING** requesting waiver of the hiring freeze and approval to fill the position of **Delivery Driver – Maple Grove (PT)**.  
-- Labor Relations **(6-18-5.6)**
- 6-18-21 SHERIFF** requesting waiver of the hiring freeze and approval to fill the position of **Administrative Assistant**.  
-- Labor Relations **(6-18-5.6)**
- 6-18-22 CONTROLLER/CAO** submitting Draft #1 of the 2019 – 2020 Budget, including the FY 2020 Budget Transmittal Letter & Debt Service Schedules, Draft Budget Resolutions A, B, C & D, Budget Summaries, Draft Capital Improvement Plan, and Draft Fee Schedule.  
-- Budget/Audit *(Received in Committee)*
- 6-18-23 ANIMAL CARE & CONTROL** requesting waiver of the hiring freeze and approval to fill the vacant position of **Kennel Technician**.  
-- Labor Relations **(6-18-5.6)**

## INITIATORY MOTIONS

- ❖ *Hadsall moved, seconded by Stack, that in order to fill the position of Chief Deputy Treasurer, the position be changed from Salary Grade H to Salary Grade M-10 and that the Treasurer be authorized to start the candidate at Step 5 on the M-10 Salary Scale. Motion carried.*
- ❖ *Theisen moved, seconded by Ruth, to waive the hiring freeze and approve filling the vacant position of Assistant Prosecuting Attorney – Chief Appellate Attorney in the Prosecutor’s Office – PCN 101245. After discussion with Civil Counsel, Theisen moved, seconded by Dwan, to amend the motion and set aside the Board Rules for the purpose of approving this Initiatory Motion. Motion carried. The main motion, as amended, carried with a Nay vote recorded for Kilpatrick.*



## REPORTS OF COMMITTEES

1. **Human Services Committee – A. O’Neal, Chair; J. Theisen, Vice-Chair**

1.1) **CHAIRMAN WEBSTER**, re: Approval of Resolution regarding the Caro Mental Health Facility

- **No Motion. See approved Resolution A.**

**FROM: COMMITTEE ON HUMAN SERVICES – 1.1**

**JUNE 18, 2019**

Your committee considered a proposed Resolution in support of continuing construction of the new 200-bed, state psychiatric hospital on the grounds of the current Caro Center, in Tuscola County, as the best option for quality, accessible services to patients and their families, and as the best value to the taxpayers of Michigan.

It is our recommendation that Resolution “A” be submitted under the regular order of business, approved and transmitted to Governor Gretchen Whitmer, Department of Health and Human Services Director Robert Gordon, and the legislators named in the resolution.

Respectfully Submitted,

**COMMITTEE ON HUMAN SERVICES**

Amos O’Neal, Chair

Sheldon Matthews

Carl E. Ruth

James G. Theisen, Vice-Chair

Michael A. Webster

2. **Courts and Public Safety Committee – C. Hadsall, Chair; K. Kilpatrick, Vice-Chair**

None

3. **County Services Committee – C. Stack, Chair; C. Hadsall, Vice-Chair**

3.1) **COUNTY CLERK**, re: Approval to modify the compensation of the four (4) members of the Board of Canvassers

3.2) **CONTROLLER/CAO**, re: Approval of Runway 10/28 Lighting System Project between Saginaw County and MDOT and associated resolution

3.3) **PERSONNEL DIRECTOR**, re: Approval of changes to County Policy #422 – Administrative Policy on Cellular Telephones

- **Stack moved, seconded by Harris, to approve 3.1 – 3.3 leaving room for exceptions. There were no exceptions and the motion carried.**

**FROM: COMMITTEE ON COUNTY SERVICES – 3.1**

**JUNE 18, 2019**

Your committee considered Communication No. 6-18-3 from **Michael Hanley, County Clerk**, requesting approval to modify the compensation of the four (4) members of the Board of Canvassers.

We met with Mr. Hanley who informed the committee that Governor Snyder signed legislation on December 28, 2018 creating Public Act 614 of 2018 that took effect on March 28, 2019. This law requires the County Board of Commissioners to consult with the County Clerk to determine compensation for the Board of County Canvassers and any assistants employed by the County Board of Canvassers.





The compensation paid to the four (4) members of the Board of County Canvassers is currently a daily per diem rate for meetings and training of \$50 and mileage at the applicable Saginaw County mileage rate. The per diem rate has not been adjusted since November 2001.

Mr. Hanley recommends compensation for the members of the Board of County Canvassers as follows:

Per Diem rate of \$50 for four (4) hours or less per day;

Per Diem rate of \$100 for over four (4) hours per day:

Mileage reimbursement at the applicable current Saginaw County standard mileage rate; plus meal reimbursement when convened for more than eight (8) hours

We recommend approval to modify the compensation of the four (4) members of the Board of Canvassers.

Respectfully Submitted,

**COMMITTEE ON COUNTY SERVICES**

Charles M. Stack, Chair

Kyle R. Harris

Michael A. Webster

Cheryl M. Hadsall, Vice-Chair

Dennis H. Krafft

**FROM: COMMITTEE ON COUNTY SERVICES – 3.2**

**JUNE 18, 2019**

Your committee considered Communication No. 6-18-9 from **Alan Kaufman, Airport Manager**, Harry W. Browne Airport, requesting approval of the Runway 10/28 Lighting System Project contract between Saginaw County and the Michigan Department of Transportation.

Commissioner Dennis Krafft spoke on behalf of Alan Kaufman. He informed the committee that the project is to design placement of new high intensity runway light and new taxiway guidance signs. Runway 10/28 currently has medium intensity runway lights and taxiway guidance signs that were installed in 1995, and will be 24 years old at the time of this project. The High Intensity Runway Lighting System (HIRL) is preferred for a precision instrument runway such as ours. The project also includes replacing both sets of Precision Approach Path Indicator and one set of Runway End Identification Lights which are the same age as the runway lighting system itself. The lighting installation will include the base mounted HIRL, taxiway guidance signs, cable-in-conduit system, ducts, manhole covers, hand-holes and vault equipment. The design phase will include an obstruction survey.

This project will be funded with grant dollars totaling \$75,000. The Federal Entitlement portion is \$67,500; the State portion is \$3,750; and the Local/County portion is \$3,750. This is known as a "90/10 FAA Project."

It is the recommendation of your committee to approve the Runway 10/28 Lighting System Project contract and the Resolution as submitted under the regular order of business.

Respectfully Submitted,

**COMMITTEE ON COUNTY SERVICES**

Charles M. Stack, Chair

Kyle R. Harris

Michael A. Webster

Cheryl M. Hadsall, Vice-Chair

Dennis H. Krafft



**FROM: COMMITTEE ON COUNTY SERVICES – 3.3**

**JUNE 18, 2019**

Your committee considered Communication No. 6-18-11 from **Jennifer Broadfoot, Personnel Director**, submitting proposed changes to County Policy #422 – Administrative Policy on Cellular Telephones, as to permission to use cell phones as global positioning and navigational systems when affixed to motor vehicle.

We met with Ms. Broadfoot who informed the committee the policy has been revised to allow County employees to use cellular phones that are mounted to the interior of their vehicles as global positioning and navigation systems. The proposed revision was reviewed by County Civil Counsel, David Gilbert, and was found to be in compliance with State law. The proposed revisions came about because of a question raised by Mosquito Control regarding the use of cellular phones as navigational devices for their spraying and/or larviciding operations. At the suggestion of the County Controller, it is proposed the policy apply to all County employees out of recognition that all employees could benefit from the ability to use cellular phones to locate destinations for meetings, conferences and other work related activities.

It is the recommendation of your committee to approve the proposed changes to County Policy #422.

Respectfully Submitted,

**COMMITTEE ON COUNTY SERVICES**

Charles M. Stack, Chair

Kyle R. Harris

Michael A. Webster

Cheryl M. Hadsall, Vice-Chair

Dennis H. Krafft

[Policy begins on next page]



Category: 400  
Number: 422

1. Subject: ADMINISTRATIVE POLICY ON CELLULAR TELEPHONES
1. PURPOSE: The purpose of this Policy is to establish administrative regulations for employees in the use of cellular telephones in the conduct of official County business.
2. AUTHORITY: The Saginaw County Board of Commissioners. Administrative policies shall be subject to revision or termination by the Board of Commissioners at its discretion.
3. APPLICATION: The regulations and procedures outlined in this policy statement are to apply to all County owned, rented and leased cellular telephones and personal cell phones used while on County business
4. RESPONSIBILITY: The authority to assign equipment, authorize use of on County business and the administration of this policy is the responsibility of each department head. Cellular telephone assignment shall be made only upon the approval of the appropriate department head.
5. DEFINITIONS: NONE
6. POLICY
  - 6.1 General Statement
    - 6.1.1 The basic guideline of this policy shall be to provide employees with efficient cellular telephone equipment and services.
    - 6.1.2 The acquisition of cellular telephones shall be limited to those instances in which there is a demonstrated need for such equipment to perform essential County business or to improve safety, increase productivity, increase service to the public or in situations in which necessary communications cannot be provided by any other means.
    - 6.1.3 The use of a County owned, rented or leased cellular telephone by an employee will be in compliance with the rules and regulations detailed in this policy.
  - 6.2 Acquisition of County-Owned, Rented or Leased Cellular Telephones
    - 6.2.1 The purchase of all County of Saginaw cellular telephone services, facilities and equipment shall be provided and/or coordinated through the Controller's Office. County of Saginaw departments must follow all procedures promulgated by the Controller/Chief Administrative Officer in the acquisition of cellular telephones.



6.3 Assignment of County-Owned, Rented or Leased Cellular Telephones

6.3.1 The authority to assign equipment rests with each department head. Should a change in the demands of a particular position or department necessitate a change in cellular telephone assignment status, a request shall be considered, and if warranted, be approved by the County department head. Equipment will be assigned on the basis of functional requirements of the employee's position and should not be construed as being substitute for other compensation or as a fringe benefit. Cellular telephones are assigned and certain privileges in their use are granted only as a means of providing effective management of County functions.

6.4 Replacement, Theft, Loss or Damage

6.4.1 Replacement cost of any cellular telephones resulting from damage, loss or theft is the responsibility of the employee to which the equipment was assigned.

6.4.2 When an employee transfers to another County of Saginaw department, exits County of Saginaw employment, or no longer requires use of such equipment, it is the responsibility of the department head to retrieve cellular phone equipment assigned to that employee. During the exit process, the department head will verify that such equipment has been collected from the former employee.

6.4.3 Departments are required to report any theft or loss of cellular phones to the department head immediately (or no later than 48 hours after receipt of the information or evidence) so that cellular service can be deactivated.

6.5 Procedures for the Implementation of the Cellular Telephone Acquisition, Assignment and Use Administration Regulation.

6.5.1 General Acquisition, Approval and Assignment

6.5.1.1 Cellular telephone acquisition shall be in accordance with this policy and will be in compliance with procedures issued by the County Controller/Chief Administrative Officer. Assignment will be based upon department head approval.

6.5.2 Procedure for Other Equipment

6.5.2.1 The Controller/Chief Administrative Officer shall promulgate procedures for the general acquisition of all other cellular telephone equipment and services by County departments as needed.

6.5.3 Record Maintenance



6.5.3.1 Each department head will develop and maintain records sufficient to ensure proper utilization of County equipment. These records should include cellular telephone assignment, cellular telephone use and, in particular, such information warranted under take home assignment to ensure accountability of equipment used beyond normal working hours.

6.6 General Rules and Regulations Pertaining to Cellular Telephone use by County Employees.

6.6.1 County Cellular Telephone Use. The Employee Must:

6.6.1.1 Ensure that the County cellular telephone is in proper operating condition at all times. Any malfunctions should be reported immediately to the department head and appropriate vendor.

6.6.1.2 Obey all applicable laws and ordinances while operating County owned equipment on County business.

6.6.2 Specific Practices Prohibited

6.6.2.1 The operation of a cellular telephone for any illegal act.

6.6.2.2 The operation of any equipment, in the conduct of County business, which results in the violation of any applicable federal, state or local law, rules or ordinances.

6.6.2.3 The operation of any equipment in such a manner that could result in property or bodily damage either to the County or the public due to careless or negligent operation on the part of the employee.

6.6.2.4 Any cellular phone use, inclusive of talking, viewing, texting, emailing, etc., regardless of whether the cellular phone is the employee's or county-issued, while driving any vehicle during the course of employment. The cellular phone's voicemail feature should be on to store incoming calls while driving. All calls and message retrievals should be made after the vehicle is safely parked.

6.6.2.4.1 This section shall not apply to law enforcement staff while conducting official law enforcement activities.

**6.6.2.4.2 County employees shall be permitted to use cell phones as global positioning and navigational systems when they are affixed to a motor vehicle.**



- 6.7 Hands-free cellular phones and other devices are subject to this policy.
- 6.8 Any violation of section 6.6 shall be considered intentional and willful misconduct and outside the scope of employment. This section shall be strictly enforced.
- 6.9 Monitoring Responsibilities: The responsibility for monitoring individual employees' use of cellular phones rests with the Supervising Department Head or Elected Official.

7. ADMINISTRATIVE PROCEDURES:

- 7.1 Exceptions: any exception or unusual circumstances not provided for in the policy must have specific written prior approval from the County Controller/Chief Administrative Officer.

8. CONTROLLER/CAO LEGAL COUNSEL REVIEW: The Controller/CAO has determined that this policy as submitted to the Board of Commissioners contains the necessary substance in order to carry out the purpose of the policy. County Civil Counsel has determined that this policy as submitted contains content that appears to be legal activities of the Saginaw County Board of Commissioners.

Approved as to Substance:  
Saginaw County Controller/CAO

Approved as to Legal Content:  
Saginaw County Civil Counsel

Adopted: November 23, 1999  
Replaced: June 23, 2009  
**Amended: June 18, 2019**



4. **Budget Audit Committee – D. Krafft, Chair; A. O’Neal, Vice-Chair**

4.1) **TREASURER/CONTROLLER**, re: Claims for April 2019

- **Krafft moved, seconded by Matthews, to approve 4.1. Motion carried.**

4.2) **SHERIFF**, re: Approval to authorize the publication of a Notice of Intent to Issue Bonds in an amount not to exceed \$13,000,000 for the purchase and implementation of a mainframe modernization and fiber network project

- **Krafft moved, seconded by Kilpatrick, to approve 4.2. Motion carried.**

**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.1**

**JUNE 18, 2019**

In accordance with State Statute and County Policy, your Budget/Audit Committee reviewed the claims for presentation to the Board of Commissioners, as listed below:

<u>Comm. No.</u>	<u>Payment Type</u>	<u>Period</u>	<u>Amount</u>
<b>6-18-13</b>	Electronic Transactions	April 1 – 30, 2019	\$ 9,734,933.71
	Voucher Payments	April 1 – 30, 2019	\$11,450,779.43

We recommend the payments be approved as compiled and submitted by the Treasurer's Office and Accounting Division of the Controller’s Office.

Respectfully Submitted,

**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair  
James G. Theisen  
Michael A. Webster

Amos O’Neal, Vice-Chair  
Carl E. Ruth

**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.2**

**JUNE 18, 2019**

Your Budget/Audit Committee considered Communication No. 6-18-6 from **Robert V. Belleman, Controller/CAO**, requesting approval of a Resolution to Purchase, Acquire and Construct Capital Improvements and to publish Notice of Intent to Issue Bonds in the amount of \$13,000,000 to replace the county’s computer mainframe and software applications.

We met with the Controller who informed the committee that Information Technology (IT) staff has been working with a consultant, Berry Dunn, and working with departments to identify operational necessities and short listing vendors who best meet our needs. Berry Dunn prepared a “Preliminary System Implementation Budget Estimates – Summary” document to assist in preparation of the bond issue and related Notice of Intent that was reviewed by the committee.

We recommend approval of the Resolution submitted under the regular order of business to publish a Notice of Intent to Issue Bonds in an amount of not to exceed \$13,000,000 for the purpose of financing the cost of acquiring, licensing, installing, and replacing capital improvement items to modernize the County’s computer and information technology systems.



Respectfully Submitted,

**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair

James G. Theisen

Michael A. Webster

Amos O’Neal, Vice-Chair

Carl E. Ruth

5. **Labor Relations Committee – K. Kilpatrick, Chair; C. Stack, Vice-Chair**

5.1) **HON. A.T. FRANK**, re: Approval to extend the employment contracts of retired employees Patricia Wise and Sheila Ray-Danley, to December 31, 2019

▪ ***Kilpatrick moved, seconded by Harris, to approve 5.1. Motion carried.***

5.2) **PUBLIC HEALTH**, re: Approval to extend the contract of retired Public Health Nurse Mary Patnode from August 5, 2019 – January 31, 2020

▪ ***Kilpatrick moved, seconded by Matthews, to approve 5.2. Motion carried.***

5.3) **COMMISSION ON AGING**, re: Approval to delete the Nutrition Program Supervisor position, add the position of **Nutrition Program Manager**, and waive the hiring freeze for the Nutrition Program Manager position

▪ ***Kilpatrick moved, seconded by Harris, to approve 5.3. Motion carried.***

5.4) **COMMISSION ON AGING**, re: Approval to change the hours of the Foster Grandparent Program Coordinator and Program Assistant in the Foster Grandparent Program

▪ ***Kilpatrick moved, seconded by Harris, to approve 5.4. Motion carried.***

5.5) **CONTROLLER/CAO**, re: Approval to close the Saginaw County Courthouse and Governmental Center and other County facilities on Friday, July 5, 2019 due to the 4<sup>th</sup> of July holiday

▪ ***Kilpatrick moved, seconded by Dwan, to approve 5.5. Motion carried.***

5.6) Waiver of the hiring freeze and approval to fill positions as follows:

- Health Department - **Public Health Nurse II**
- Commission on Aging - **Delivery Driver – Maple Grove (PT)**
- Sheriff Department - **Administrative Assistant**
- Animal Care & Control- **Kennel Technician (PT)**

▪ ***Kilpatrick moved, seconded by Krafft, to approve 5.6. Motion carried.***





**FROM: COMMITTEE ON LABOR RELATIONS -- 5.1**

**JUNE 18, 2019**

Your Labor Relations Committee considered Communication No. 6-18-15 from the **Hon. A.T. Frank, District Court Judge**, requesting approval to extend the contract with two (2) retired employees in his office pursuant to County Policy #346, Sec. 6.4.

We spoke with Judge Frank who explained that his current clerks are retired employees who will exceed their ninety (90) day employment contract prior to someone moving into the position. Current County Policy #346, Sec. 6.4 states, in part, “Re-employment of Retired County Employees. To ensure a more representative workforce and provide employment opportunities, an employee who retires from Saginaw County in accordance with MERS guidelines and/or IRS regulations, will not be rehired into the County as a regular full-time, regular part-time, or on-call employee or pursuant to a contract, except... (2) to train a successor which is limited to 90 days without the prior approval of the Board of Commissioners for a longer period.”

We recommend approval to extend the employment contracts of Ms. Patricia Wise and Ms. Sheila Ray-Danley, retired employees in Judge A.T. Frank’s office, to December 31, 2019.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair

Kyle R. Harris

Michael A. Webster

Charles M. Stack, Vice-Chair

Sheldon Matthews

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.2**

**JUNE 18, 2019**

Your Labor Relations Committee considered Communication No. 6-18-16 from **Christina Harrington, Health Officer**, requesting approval to extend the contract with a retired employee in her department pursuant to County Policy #346, Sec. 6.4.

We spoke with Ms. Harrington who explained that the position Mary Patnode, Public Health Nurse, retired from is currently vacant awaiting qualified applicants. Ms. Patnode is providing preparation for the Health Department’s upcoming Accreditation in February 2020 and without her knowledge, skills and abilities the department is at risk for not meeting minimum program requirements. Current County Policy #346, Sec. 6.4 states, in part, “Re-employment of Retired County Employees. To ensure a more representative workforce and provide employment opportunities, an employee who retires from Saginaw County in accordance with MERS guidelines and/or IRS regulations, will not be rehired into the County as a regular full-time, regular part-time, or on-call employee or pursuant to a contract, except... (2) to train a successor which is limited to 90 days without the prior approval of the Board of Commissioners for a longer period.”

We recommend approval to extend the employment contract with Mary Patnode, retired Public Health Nurse at the Health Department, for the period August 5, 2019 – January 30, 2020.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair

Kyle R. Harris

Michael A. Webster

Charles M. Stack, Vice-Chair

Sheldon Matthews



**FROM: COMMITTEE ON LABOR RELATIONS -- 5.3**

**JUNE 18, 2019**

Your Labor Relations Committee considered Communication No. 6-18-18 from **Jessica Sargent, Director, Commission on Aging**, requesting approval to eliminate the PCN for the position of Nutrition Program Supervisor, reinstate the PCN for the position of Nutrition Program Manager, and waive the hiring freeze for the Nutrition Program Manager.

We met with Ms. Sargent who explained that the Supervisor position was the position she held prior to her promotion to Director and that it has been vacant for two (2) years. Although the Manager position has several items that need to be updated, this can be completed during the position analysis portion of Phase III of the Compensation Study.

We recommend approval to eliminate the PCN for the position of Nutrition Program Supervisor, add a PCN for the position of Nutrition Program Manager, and waive the hiring freeze for the Nutrition Program Manager position.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair

Kyle R. Harris

Michael A. Webster

Charles M. Stack, Vice-Chair

Sheldon Matthews

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.4**

**JUNE 18, 2019**

Your Labor Relations Committee considered Communication No. 6-18-19 from **Jessica Sargent, Director, Commission on Aging**, requesting approval to increase the Foster Grandparent Program Coordinator hours from 72 hours per pay period to 80 hours per pay period, reduce the hours of the Program Assistant for the Foster Grandparent Program from 58 hours per pay period to 48 hours per pay period, and waive the hiring freeze for the position of Program Assistant to the Foster Grandparent Program.

We met with Ms. Sargent who explained that the Program Coordinator has made several requests to increase the hours of this position but was denied based on the agency's availability of funds. Because the Program Assistant position has been vacant since April 2019, a reduction in hours will not affect a current employee. This change will increase the agency's budget by \$1,500.

We recommend approval to increase the Foster Grandparent Program Coordinator hours from 72 hours per pay period to 80 hours per pay period, reduce the hours of the Program Assistant for the Foster Grandparent Program from 58 hours per pay period to 48 hours per pay period, and waive the hiring freeze for the position of Program Assistant to the Foster Grandparent Program.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair

Kyle R. Harris

Michael A. Webster

Charles M. Stack, Vice-Chair

Sheldon Matthews



**FROM: COMMITTEE ON LABOR RELATIONS -- 5.5**

**JUNE 18, 2019**

Your Labor Relations Committee considered Communication No. 6-18-10 from **Robert Belleman, Controller/CAO**, requesting authorization to close the Saginaw County Courthouse and Governmental Center and related county facilities on Friday, July 5, 2019 since the 4th of July falls on Thursday.

We met with Mr. Belleman who explained that after talking to Chairman Michael Webster and Chief Judge Patrick McGraw, the belief is there will be very little business conducted or public served on that day. The County approved a similar gesture in 2017 when the day before the 4<sup>th</sup> of July fell on Monday. The recommendation of this committee is to approve closure of the Saginaw County Courthouse and Governmental Center and related county facilities on Friday, July 5, 2019; further, it is recommended that the impact of this closure on 24-7 operations be left to the affected department heads.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair  
Kyle R. Harris  
Michael A. Webster

Charles M. Stack, Vice-Chair  
Sheldon Matthews

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.6**

**JUNE 18, 2019**

Your Labor Relations Committee considered Communication Nos. 6-18-16, 6-18-20, 6-18-21, and 6-18-23 from **various elected officials and department heads** requesting waiver of the hiring freeze and approval to fill vacant positions in their respective departments as follows:

<u>Requestor</u>	<u>Department</u>	<u>Position(s)</u>
Christina Harrington	Health Department	<b>Public Health Nurse II</b>
Jessica Sargent	Commission on Aging	<b>Delivery Driver – Maple Grove (PT)</b>
Sheriff Federspiel	Sheriff Department	<b>Administrative Assistant</b>
Bonnie Kanicki	Animal Care & Control	<b>Kennel Technician (PT)</b>

We recommend approval to waive the hiring freeze and fill the positions listed above.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair  
Kyle R. Harris  
Michael A. Webster

Charles M. Stack, Vice-Chair  
Sheldon Matthews

- 6. **Executive Committee – M. Webster, Chair**  
None
- 7. **Legislative Committee – J. Theisen, Chair; A. O’Neal, Vice-Chair**  
None
- 8. **Intergovernmental Cooperation Committee – J. Theisen, Chair; C. Stack, Vice-Chair**



None

9. **Committee Compensation**

6-18-19.1) May 5, 2019 – May 18, 2019

6-18-19.2) May 19, 2019 – June 1, 2019

6-18-19.3) June 2, 2019 – June 15, 2019

- ***Hadsall moved, seconded by Dwan, to approve 6-18-19.1, 6-18-19.2 and 6-18-19.3 leaving room for exceptions. There were no exceptions and the motion carried.***

[Compensation begins on next page]



COMMITTEE COMPENSATION - 6.18.19.1

June 18, 2019

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held May 5 - May 18, 2019

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	05/06/19	MAC Health & Human Services/Lansing	O'Neal	\$25.00	1
2	05/06/19	Human Services Committee	O'Neal	\$25.00	1
			Theisen	\$25.00	1
			Matthews	\$25.00	1
			Ruth	\$25.00	1
			Webster	\$25.00	1
3	05/06/19	Committee of the Whole Hadsall, Harris, Krafft, Matthews, O'Neal, Ruth, Stack, Theisen, Webster <i>Absent: Dwan, Kilpatrick</i>	9 Present	\$450.00	9
4	05/07/19	Courts & Public Safety Committee	Hadsall	\$50.00	1
			Kilpatrick	\$50.00	1
			O'Neal	\$50.00	1
5	05/08/19	Committee of the Whole Hadsall, Krafft, Matthews, O'Neal, Ruth, Stack, Theisen, Webster <i>Absent: Dwan, Harris, Kilpatrick</i>	8 Present	\$400.00	8
6	05/08/19	County Services Committee	Stack	\$25.00	1
			Hadsall	\$25.00	1
			Krafft	\$25.00	1
			Webster	\$25.00	1
7	05/09/19	Budget/Audit Committee	Krafft	\$50.00	1
			O'Neal	\$50.00	1
			Theisen	\$50.00	1
			Ruth	\$50.00	1
8	05/13/19	Labor Relations Committee	Kilpatrick	\$50.00	1
			Stack	\$50.00	1
			Harris	\$50.00	1
			Matthews	\$50.00	1
			Webster	\$50.00	1
9	05/13/19	MAC Transportation/Lansing	Webster	\$25.00	1
10	05/14/19	Solid Waste Planning	Stack	\$10.00	1
11	05/14/19	Executive Committee	Webster	\$50.00	1
			O'Neal	\$50.00	1
			Hadsall	\$50.00	1
			Stack	\$50.00	1
			Krafft	\$50.00	1



Board of Commissioners – June 18, 2019

12	05/15/19	Saginaw Valley Zoological Society	Matthews	\$50.00	1
			O'Neal	\$50.00	1
13	05/15/19	Animal Control Advisory Council	Hadsall	\$50.00	1
14	05/16/19	Community Action Committee	O'Neal	\$50.00	1
15	05/17/19	MAC General Government/Lansing	Harris	\$50.00	1
16	05/17/19	MAC Ag & Tourism/Lansing	Harris	\$25.00	1
<b>TOTAL</b>				<b>\$2,260.00</b>	<b>52</b>

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (5-16-19)

COMMITTEE COMPENSATION - 6.18.19.2

June 18, 2019

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held May 19 - June 1, 2019.

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	05/20/19	HealthSource Advisory Board	Stack	\$50.00	1
2	05/20/19	MAC Judiciary & Public Safety/Lansing	Hadsall	\$50.00	1
3	05/21/19	Union/Mgmt. Health Insurance Committee	Hadsall	\$25.00	1
			Stack	\$25.00	1
4	05/21/19	Board Session Dwan, Hadsall, Harris, Kilpatrick, Krafft, Matthews, O'Neal, Ruth, Stack, Theisen, Webster	All Present	\$550.00	11
5	05/22/19	GLB Regional CVB	Ruth	\$50.00	1
6	05/23/19	Commission on Aging	Stack	\$50.00	1
7	05/28/19	Land Bank Authority	Ruth	\$50.00	1
8	05/28/19	Saginaw Convention & Visitors Bureau	Ruth	\$25.00	1
<b>TOTAL</b>				<b>\$875.00</b>	<b>19</b>

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (5-31-19)

COMMITTEE COMPENSATION - 6.18.19.3

June 18, 2019

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held June 2 - June 15, 2019.

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	06/03/19	Human Services Committee	O'Neal	\$50.00	1
			Theisen	\$50.00	1
			Matthews	\$50.00	1
			Webster	\$50.00	1





**PRESENT:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster – 11*

**Commissioner O’Neal offered the following resolution and moved for adoption. The motion was seconded by Commissioner Krafft.**

**WHEREAS**, during the 1990’s, two thirds of the state-operated psychiatric hospitals serving Michigan citizens closed, and from 2005 to 2010 the number of state psychiatric beds in Michigan decreased by nearly 50%; and,

**WHEREAS**, multiple studies and the facts identified above conclude there is a pressing need for long-term, in-patient psychiatric care in Michigan; and,

**WHEREAS**, the Legislature provided \$115 million in state building authority financed construction for a new state psychiatric hospital, and decided that the facility would be built on the grounds of the current Caro Center in the FY 2016-17 and 2017-18 budgets. Then-Governor Snyder concurred, by signing Public Act 107 of 2017, in July of that year; and,

**WHEREAS**, on December 19, 2017, the State Administrative Board approved a \$5.4 million contract with Integrated Design Solutions, to design a new 200 bed, regional state psychiatric hospital (an increase from the current 150 beds at the Caro Center), on the site of the existing Caro Center, with an announcement by then State DHHS Director Nick Lyon “The State of Michigan made a commitment to the Caro community that the new psychiatric hospital would remain in the community, and we are keeping that promise;” and,

**WHEREAS**, on October 19, 2018, then-Governor Snyder participated in a ground breaking for the new 225,000 square foot state psychiatric hospital at the site of the current Caro Center. The new hospital was scheduled to be completed in 2021 and would replace the aging Caro facility. Over \$3 million in taxpayer funds have already been spent in preparation for construction at the Caro site; and,

**WHEREAS**, on March 13, 2019, Governor Whitmer halted construction, and contracted with a private consulting firm, at the cost of \$277,000, to re-assess the location of a new state psychiatric facility, potentially delaying the availability of new psychiatric beds and the replacement of the aging Caro facility by another 2-4 years; and,

**WHEREAS**, the facility is a vital economic engine for this entire region of Michigan. A recent economic impact study determined that the operation infuses \$54 million annually into the regional economy while directly employing 350 people and indirectly employing another 400 people, making it the second largest employer in Tuscola County; and,

**WHEREAS**, relocation of the facility would have dramatic, devastating negative repercussions to businesses, schools, and families living in communities throughout this region of the state. The area economy is already struggling from the previous closure of State Prisons; and,

**WHEREAS**, at the current location there is a 100-year community tradition of caring. Seventy percent of employees travel less than 30 miles to work. The site is centrally located for family visits and patient transportation with 80% of patients coming from Genesee, Oakland, and Macomb Counties, just to the south of Tuscola County. The 600-acre site is already state-owned and infrastructure is already in place. County engineers determined the on-site water system can be economically upgraded to serve the new hospital. It is accessible to state highways and near area medical providers.





**NOW, THEREFORE, BE IT RESOLVED** the Saginaw County Board of Commissioners does hereby urge Governor Gretchen Whitmer, Department of Health and Human Services Director Robert Gordon, and members of the State Legislature, in response to a critical shortage of in-patient state psychiatric beds, continue with the construction of a new 200-bed, state psychiatric hospital on the grounds of the current Caro Center, in Tuscola County, as the best option for quality, accessible services to patients and their families, and as the best value to the taxpayers of Michigan and prevent devastating negative repercussions to businesses, schools, and families living in communities throughout this region of the state.

**BE IT FURTHER RESOLVED** that copies of this resolution be transmitted to Governor Gretchen Whitmer, Department of Health and Human Services Director Robert Gordon, Senator Kevin Daley, Senator Dan Lauwers, Senator Ken Horn, Representative Phil Green, Representative Vanessa Guerra, Representative Rodney Wakeman, Representative Ben Frederick, Michigan Association of Counties, and all Michigan counties.

**Yeas:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 11*

**TOTAL: - 11**

STATE OF MICHIGAN            )  
  )ss  
COUNTY OF SAGINAW        )

I, the undersigned, the duly qualified and acting Clerk of the County of Saginaw, State of Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a regular meeting of the Board of Commissioners of said County, held on the 18th day of June, 2019, the original of which is on file in the Board Office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 18th day of June, 2019.  
**Michael J. Hanley, County Clerk**  
**County of Saginaw**

**RESOLUTION “B”**  
**RESOLUTION TO ADOPT MICHIGAN DEPARTMENT OF TRANSPORTATION**  
**CONTRACT NO. 2019-0451**

At a regular meeting of the Board of Commissioners of the County of Saginaw, State of Michigan held in the City of Saginaw on the 18th day of June, 2019.

**PRESENT:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster – 11*



Commissioner Stack offered the following resolution and moved for adoption. The motion was seconded by Commissioner Theisen.

**WHEREAS**, MDOT Contract No. 2019-0451 has been submitted by the Michigan Department of Transportation, which requires the County of Saginaw to adopt a resolution indicating its willingness to enter into a contract for a federal/state/local airport project under the Block Grant Program and naming the official authorized to sign such contract.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Commissioners for the County of Saginaw does hereby approve MDOT Contract No. 2019-0451 submitted by the Michigan Department of Transportation.

**BE IT FURTHER RESOLVED**, the Chair of the Saginaw County Board of Commissioners is authorized to sign MDOT Contract No. 2019-0451 and all related documents on behalf of Saginaw County.

**Yeas:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 11*

**TOTAL:** - 11

STATE OF MICHIGAN            )  
  )ss  
COUNTY OF SAGINAW        )

I, the undersigned, the duly qualified and acting Clerk of the County of Saginaw, State of Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a regular meeting of the Board of Commissioners of said County, held on the 18th day of June, 2019, the original of which is on file in the Board Office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 18th day of June, 2019.

**Michael J. Hanley, County Clerk  
County of Saginaw**

**RESOLUTION “C”  
BOARD OF COUNTY COMMISSIONERS  
COUNTY OF SAGINAW  
State of Michigan**

**RESOLUTION TO PURCHASE, ACQUIRE AND CONSTRUCT CAPITAL IMPROVEMENTS  
AND TO PUBLISH NOTICE OF INTENT TO ISSUE BONDS**

At a regular meeting of the Board of Commissioners of the County of Saginaw, State of Michigan held in the City of Saginaw on the 18th day of June, 2019.

**PRESENT:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster – 11*



**Commissioner Krafft offered the following resolution and moved for adoption. The motion was seconded by Commissioner Hadsall.**

**WHEREAS**, the County of Saginaw (the “County”) proposes to issue its tax-exempt bonds in one or more series (collectively, the “Bonds”) to finance the cost of acquiring, licensing, installing, and replacing capital improvement items to modernize the County’s computer and information technology systems, including but not limited to, replacing the County’s mainframe with software applications including but not limited to, an enterprise resource planning system to manage county finances, personnel functions and payroll functions and assist with asset management, a court case management system, a probation case management system, a prosecution case management system and a jail management system, and such equipment, materials, programs and information technology necessary or incidental to these purposes, as well as other capital improvement items as determined by the County (the Project); and,

**WHEREAS**, it is anticipated that the County will advance all or a portion of the costs of the Project prior to the issuance of the Bonds, such advance to be repaid from proceeds of the Bonds upon the issuance thereof; and,

**WHEREAS**, Section 1.150-2 of the Treasury Regulations on Income Tax (the “Reimbursement Regulations”) specifies conditions under which a reimbursement allocation may be treated as an expenditure of bond proceeds, and the County intends by this resolution to qualify amounts advanced by the County to the Project for reimbursement from proceeds of the Bonds in accordance with the requirements of the Reimbursement Regulations.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. The County hereby declares its official intent to issue its limited tax general obligation bonds in one or more series in the aggregate principal amount of not to exceed \$13,000,000 (the “Bonds”) to finance all or part of the cost of the Project. The County hereby declares that it reasonably expects to seek reimbursement for its advances to the Project as anticipated by this resolution. The bonds shall be authorized by proper proceedings subsequent to this resolution.
2. The County Clerk is hereby instructed to publish the notice attached hereto once in a newspaper of general circulation in the County of Saginaw, which notice shall not be less than ¼ page in size in such newspaper.
3. The firm of Dickinson Wright PLLC is employed as bond counsel to the County with respect to the Bonds and Robert W. Baird & Co. Incorporated is hereby appointed as underwriter in connection with the issuance of the bonds.
4. All resolutions and parts of resolutions insofar as they may be in conflict herewith are hereby rescinded.



**Yeas:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 11*

**TOTAL:** - 11

STATE OF MICHIGAN            )  
  )ss  
COUNTY OF SAGINAW        )

I, the undersigned, the duly qualified and acting Clerk of the County of Saginaw, State of Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a regular meeting of the Board of Commissioners of said County, held on the 18th day of June, 2019, the original of which is on file in the Board Office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 18th day of June, 2019.  
**Michael J. Hanley, County Clerk**  
**County of Saginaw**

**NOTICE OF INTENT TO ISSUE BONDS BY THE COUNTY OF SAGINAW**

**NOTICE IS HEREBY GIVEN** that the County of Saginaw, Michigan (the “County”), intends to issue limited tax general obligation bonds in one or more series in the aggregate principal amount of not to exceed \$13,000,000 for the purpose of financing the cost of acquiring, licensing, installing, and replacing capital improvement items to modernize the County’s computer and information technology systems, including but not limited to, replacing the County’s mainframe with software applications, including but not limited to, an enterprise resource planning system to manage county finances, personnel functions and payroll functions and assist with asset management, a court case management system, a probation case management system, a prosecution case management system and a jail management system, and such equipment, materials, programs and information technology necessary or incidental to these purposes, as well as other capital improvement items as determined by the County.

The bonds will bear interest from their date at a rate or rates to be determined upon the sale thereof but in no event to exceed such rates as may be permitted by law.

The bonds will be issued under and pursuant to the provisions of Act 34, Public Acts of Michigan, 2001, as amended (“Act 34”), and the full faith and credit of the County will be pledged to pay the principal of and interest on the bonds as the same shall become due. The County will be obligated, as a first budget obligation, to advance moneys from its general funds or to levy ad valorem taxes on all taxable property within its corporate boundaries to pay the principal of and interest on the bonds as the same shall become due to the extent that other funds are not available for such purpose; provided, however, that the ability of the County to raise such moneys is subject to applicable constitutional and statutory limitations on the taxing power of the County.



### **RIGHT TO PETITION FOR REFERENDUM**

This notice is given, by order of the Board of Commissioners of the County, to and for the benefit of the electors of the County in order to inform them of their right to petition for a referendum upon the question of the issuance of the aforesaid bonds. The bonds will be issued, without submitting such a question to a vote of the electors, unless within 45 days after the date of publication of this notice a petition requesting a referendum upon such question, signed by not less than 10% or 15,000 of the registered electors residing within the County, whichever is the lesser, shall have been filed with the undersigned County Clerk. In the event that such a petition is filed, the bonds will not be issued unless and until the issuance thereof shall have been approved by the vote of a majority of the electors of the County qualified to vote and voting thereon at a general or special election.

### **FURTHER INFORMATION**

Further information relative to the issuance of said bonds, the improvements to be financed by proceeds of the bonds and the subject matter of this notice may be secured at the office of the County Clerk of the County of Saginaw, 111 South Michigan Avenue, Saginaw, Michigan 48602.

This notice is given pursuant to the provisions of Act 34, Public Acts of Michigan, 2001, as amended.

**Michael J. Hanley, Clerk**  
**County of Saginaw**

### **ELECTIONS**

***Matthews moved, seconded by Theisen, to confirm the appointment via election of Larry J. Jones, Sr. (General Public) to the Saginaw County Community Mental Health Authority Board to fill a vacancy for a term that expires April 1, 2022.***

### **APPOINTMENTS**

- ◆ Chairman Webster re-appointed **Dan Wortman, Michael Colby, Pastor Larry Camel, and John Kaczynski** to the **Michigan Works! Workforce Development Board** for terms that expire June 30, 2021
- ◆ Chairman Webster re-appointed **Charles Stack** to the **Region VII Area Agency on Aging Advisory Council** for a term that expires March 31, 2022

### **ANNOUNCEMENTS BY THE CHAIR**

- Chairman Webster recognized the recent marriage of Commissioner Harris and announced the Committee of the Whole regarding the Budget on Wednesday, June 26, 2019 at 4:00 p.m.

### **COMMISSIONER AUDIENCES**

- ◆ Commissioner Hadsall asked that everyone wish Undersheriff Gomez well on his recent surgery.
- ◆ Commissioner Harris announced Ed Rehmann and Sons in Chesaning is celebrating its 100<sup>th</sup> Anniversary this year and urged residents to visit the store.
- ◆ Commissioner Krafft announced the Patriotic Praise Service when Frankenmuth churches will gather in the Harvey Kern Pavilion on Sunday, June 30, 2019 at 10:00 a.m. to pay tribute to Veterans, Police & Fire, and Governmental Workers.



- ◆ Commissioner Matthews announced “Wednesdays in the Park” at the Spaulding Township Hall & Park Pavilion, 5825 Cole Road, Saginaw, 48601, beginning July 24<sup>th</sup> (Country), July 31<sup>st</sup> (Family Night), August 7<sup>th</sup> (Jazz) and August 14<sup>th</sup> (Motown).
- ◆ Commissioner Kilpatrick stated he attended Commissioner Harris’ wedding and everyone was gifted with a heart-shaped seed packet with the saying “Grow With Us” to be planted and it was a special day.

***By Commissioner Harris, seconded by Commissioner Dwan: That the Board adjourn. Motion carried. Thereupon, the Board adjourned at 5:32 p.m.***

Respectfully Submitted,

**SAGINAW COUNTY BOARD OF COMMISSIONERS**

**MICHAEL A. WEBSTER, CHAIRMAN**

**MICHAEL J. HANLEY, CLERK**

Prepared by: Suzy Koeplinger, Deputy County Clerk



OFFICIAL PROCEEDINGS  
OF THE  
*Board of Commissioners*  
OF SAGINAW COUNTY, MICHIGAN



**AUGUST SESSION 2019**

**F**irst Day of the August Session of the Board of Commissioners of Saginaw County, Michigan, held Tuesday, August 27, 2019. The Board met pursuant to adjournment at 5:00 p.m. with the Honorable Michael A. Webster in the Chair. Deputy Clerk Suzy Koepplinger took roll, quorum present as follows:

**PRESENT:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 11*

**ABSENT:** - 0

**TOTAL:** - 11

Chairman Webster asked for a moment of silence for Judge Elian Fichtner on the recent loss of her son, calling her a profile in courage. He also mentioned a Spanish phrase, *Laborae est Deorae*, that focuses on the spirituality of working and the value of daily effort. Commissioner Matthews opened the meeting with a prayer, followed by the Pledge of Allegiance to the Flag.

**APPROVAL OF MINUTES**

**Commissioner Matthews moved, seconded by Commissioner Dwan, to approve the June 18, 2019 Board Session Minutes. Motion carried.**

**NOTICE OF PUBLIC HEARING**

*The Saginaw County Board of Commissioners will hold a Public Hearing on the proposed Saginaw County Budget for fiscal year 2019/2020 at 5:00 p.m. on Tuesday, August 27, 2019 in Room 200 of the Saginaw County Governmental Center, 111 South Michigan Avenue, Saginaw, MI 48602. A copy of the proposed budget is available for inspection in the Controller's Office at the above address. Persons wishing to comment may do so at this meeting and/or may send written comments to the Board at the above address. **The property tax millage rate proposed to be levied to support the proposed budget will be a subject of this hearing.***



## NOTICE OF PUBLIC HEARING

*The Saginaw County Board of Commissioners will hold a Public Hearing to consider the adoption of a Brownfield Plan for 3425 E. Holland and 1180 S. Outer Drive, Buena Vista, MI pursuant to the provisions of the Brownfield Redevelopment Financing Act, being Act 381 of the Public Acts of the State of Michigan of 1996, as amended*

### PUBLIC HEARING

- At 5:06 p.m., Chairman Webster opened a public hearing on the proposed Saginaw County 2019/2020 Fiscal Year Budget and property tax millage rate proposed to be levied to support General Government Operations. *(Public Hearing notice attached / See Report 8-27-4.2 / Copy of the proposed Budget was made available to the public at the meeting)* Chairman Webster asked if there was anyone wishing to speak; hearing none, he announced the hearing would remain open.

### PUBLIC HEARING

- At 5:06 p.m., Chairman Webster opened a public hearing on the adoption of a Brownfield Plan for 3425 E. Holland and 1180 S. Outer Dr., Buena Vista, MI pursuant to the provisions of the Brownfield Redevelopment Financing Act, being Act 381 of the Public Acts of the State of Michigan of 1996, as amended. He asked if there was anyone wishing to speak; Steve Jonas, Executive Vice President, Saginaw Future, Inc. spoke about the process involved. He commended the work done by Buena Vista Charter Township to declare the hotel dangerous and approval through the court to access the property for the purpose of removing the structures on site. Chairman Webster asked if there was anyone else wishing to speak; hearing none, he announced the hearing would remain open. *A copy of the Brownfield Plans was made available to the public.*

## CLERK'S CALL OF SESSION

August 9, 2019

TO: SAGINAW COUNTY BOARD OF COMMISSIONERS

RE: Notice of August 27, 2019 Board Session

Honorable Commissioners:

The Saginaw County Board of Commissioners will convene for its First Day's Session on Tuesday, August 27, 2019 at 5:00 p.m. in the Board Chambers, Second Floor - Room 200, Saginaw County Governmental Center, Saginaw, Michigan.

Respectfully Submitted,

Michael J. Hanley, County Clerk

**By the Chair: That the Notice of Meeting from the County Clerk be received and filed, if there are no objections. The Chair hears none; it is so ordered.**





## AUDIENCES

- ◆ Gregory Willis spoke about delinquent taxes owed on three (3) rental properties and foreclosure by the Saginaw County Treasurer
- ◆ Mayor Floyd Kloc spoke on behalf of the citizens and taxpayers of the City of Saginaw requesting the Board of Commissioners reconsider locating the new Animal Care & Control building in the city
- ◆ John Milne, prompted by a communication sent to the City Manager by the County Controller, spoke about possible sites on the Riverfront in the City of Saginaw for the new Animal Care & Control building that would be free of charge and conveniently located near TheDow Event Center and the I-675 freeway

## LAUDATORY RESOLUTIONS

- Welcome to Saginaw County to the Wolverine State Missionary Baptist Convention – 101<sup>st</sup> Annual Session
- Certificate of Recognition to Saginaw High School Class of 1979 on its 40<sup>th</sup> Class Reunion

### Welcome to Saginaw County

**To the Wolverine State Missionary Baptist Convention which is celebrating its 101<sup>st</sup> Annual Session in Saginaw, Michigan, Welcome to Saginaw County!**

*Envisioning the Future Exceptionally-Moving from Pleasing Self to Pleasing God  
(2 Timothy 2:4; Phil 2:1-8)*

**On behalf of the Saginaw County Board of Commissioners** and our county staff of over 600 dedicated and professional personnel who provide excellent governmental services to all our citizens, it is our pleasure to welcome you to our community.

**We like to** call ourselves the Gateway to the North.

**You may already know** that Saginaw County is the last major urban area for your medical care, shopping and entertainment in the State of Michigan as you travel north. While you are here, we hope you will go out and explore everything our County has to offer! It's akin to being the cultural Mecca of the State of Michigan.

**We wish you well** as you embark on another century of serving thousands of people throughout the State of Michigan.

**Again**, on behalf of 3 cities, 5 Villages, and 27 Townships and nearly 200,000 residents, we give you a hearty welcome to our county and pray that you have a safe and enjoyable stay!

Sincerely,  
**Saginaw County**  
**Board of Commissioners**  
Carl E. Ruth  
Vice-Chair, District #10

Presented: August 1, 2019  
Adopted: August 27, 2019

Amos O'Neal  
Commissioner, District #9



Certificate of Recognition

The Saginaw High School Class of 1979
will celebrate its 40th Class Reunion
August 1 – August 4, 2019

- Thursday: Gospel Night @ New Hope, Bowling @ Stardust
Friday: Detroit Museum Tour, Princess Boat Ride & Dinner
Saturday: Masquerade Banquet @ Horizons Conference Center
Sunday: Family Picnic @ Haithco Park

The Saginaw County Board of Commissioners takes this opportunity to acknowledge the SAGINAW HIGH SCHOOL CLASS OF 1979 on its 40th Class Reunion and welcomes everyone back to Saginaw County!

Respectfully Submitted,
Saginaw County Board of Commissioners
Michael A. Webster
Chairman, District #11

Adopted: August 27, 2019
Presented: August 3, 2019
Amos O’Neal
Commissioner, District #9

“STRAIGHT OUTTA SAGINAW HIGH”

PETITIONS AND COMMUNICATIONS

By the Chair: That the following communications received by the Board of Commissioners be referred as designated, if there are no objections. The Chair hears none; it is so ordered.

- 8-27-1 BIRCH RUN TOWNSHIP submitting its Annual Tax Increment Financing (TIF) Plan for FY 2019 for the Birch Run Township DDA.
8-27-2 REGION VII AREA AGENCY ON AGING sending notice that applicants eligible for grant funding will be submitting a summary and budget to the County Board of Commissioners.
8-27-3 BAY CITY PUBLIC SCHOOLS submitting Form L-4029 detailing the property tax levies for Bay City Public Schools.
8-27-4 TREASURER submitting its report on Tax Foreclosure Auction Restricted Funds as required by State law.
8-27-5 LAKESHORE LEGAL AID submitting its Request for Funding proposal to Region VII Area Agency on Aging for free legal assistance, elder abuse prevention and long-term care ombudsman services to seniors.



- 8-27-6 REGION VII AREA AGENCY ON AGING** submitting its Multi-Year Implementation Plan for FY 2020-2022 for review by the Saginaw County Board of Commissioners.  
*(Full Plan on file in Board Office)*  
-- Human Services *(Receive & File)*
- 8-27-7 ASCENSION ST. MARY’S HOSPITAL** submitting its application to Region VII Area Agency on Aging for funding to administer its Guardian Angel Respite & Adult Day Services for FY 2020.  
-- Human Services *(Receive & File)*
- 8-27-8 PUBLIC WORKS** requesting approval of two Resolutions regarding a Drain Note and the sale of bonds for the Misteguay Creek Intercounty Drain Drainage District.  
-- County Services **(8-27-3.2/Res. B/Res. C)**
- 8-27-9 PURCHASING/RISK MANAGER** submitting the Saginaw County PNC Credit Card Statement and Detailed Charges for June, 2019.  
-- Budget/Audit *(Receive & File)*
- 8-27-10 RETIREMENT ADMINISTRATOR** requesting certification of the Employee and Officer Delegates attending the 2019 Municipal Employee’s Retirement System (MERS) Annual Meeting at the Grand Traverse Resort in Acme, MI, October 2-4, 2019.  
-- Labor Relations **(8-27-5.1)**
- 8-27-11 10<sup>TH</sup> CIRCUIT COURT – FAMILY DIVISION** submitting a request for 1) transfer of funds between line items in the Child Care Budget to cover the cost of foster care; 2) approval of an additional \$10,000 from the General Fund to pay interpreters for an abuse/neglect case where both parents are deaf.  
-- Courts & Public Safety *(No action)*
- 8-27-12 MSU EXTENSION** requesting approval of millage language for placement on the March 2020 county-wide ballot of up to 0.1 mill to raise up to \$468,000 in the first year for the purpose of providing for community education programs.  
-- Human Services *(No action)*
- 8-27-13 9-1-1 COMMUNICATIONS AUTHORITY** submitting the FY 2020 9-1-1 Communications Authority Budget.  
-- Courts & Public Safety **(8-27-2.1)**
- 8-27-14 SAGINAW FUTURE** requesting a Public Hearing and a Resolution approving the Brownfield Plan in Buena Vista Township on four (4) parcels of property located at 3425 E. Holland and 1180 S. Outer Dr. (formerly the Welcome Inn).  
-- County Services **(8-27-3.3/Res. D)**
- 8-27-15 COMMISSION ON AGING** submitting its Request for Proposal to Region VII Area Agency on Aging to administer its programs in FY 2019/2020.  
-- Human Services *(Receive & File)*
- 8-27-16 MICHIGAN WORKS!** requesting approval to modify the positions of Workstation Coordinator (PCN #276005) and Accountant I (PCN #276009) from .6 FTE to 1.0 FTE, leave the position of Account Specialist (PCN #276012) and waive the hiring freeze accordingly.  
-- Labor Relations **(8-27-5.2)**
- 8-27-17 MEDICAL EXAMINER** requesting an increase in the fee for out-of-county forensic autopsy services of \$200 to cover an increase in the fee charged by Dr. Virani, with the new fee schedule to be set at \$1,700.  
-- Budget Audit **(8-27-4.3)**



- 8-27-18**      **PARKS & RECREATION** requesting approval to accept grant funding in the amount of \$125,000 from the Saginaw Community Foundation and update the March 2019 MNRTF Board of Commissioners Resolution.  
--      County Services **(8-27-3.1/Res. A)**
- 8-27-19**      **PARKS & RECREATION** requesting approval for a wage adjustment for the **Parks Foreman** position to Step 4 of the pay scale.  
--      Labor Relations **(8-27-5.3)**
- 8-27-20**      **SHERIFF** requesting waiver of the hiring freeze and approval to fill two (2) **Law Enforcement Road Patrol Deputy** positions.  
--      Labor Relations **(8-27-5.4)**
- 8-27-21**      **SHERIFF** requesting waiver of the hiring freeze and approval to fill the position of **Sheriff's Office Assistant**.  
--      Labor Relations **(8-27-5.4)**
- 8-27-22**      **SHERIFF** requesting approval to apply for, and accept if awarded, a grant in the amount of \$57,123 from the Department of Justice, Byrne Justice Assistant Grant (JAG) to be split evenly with the City of Saginaw.  
--      Courts & Public Safety **(8-27-2.2)**
- 8-27-23**      **INFORMATION TECHNOLOGY** requesting approval of a Resolution authorizing the issuance of bonds in an amount not-to-exceed \$12 million to cover costs associated with the purchase and implementation of various software applications.  
--      Budget/Audit **(8-27-4.4/Res. E)**
- 8-27-24**      **INFORMATION TECHNOLOGY** requesting approval to borrow an amount not to exceed \$1,300,000 from the Delinquent Tax Fund for a fully integrated Wide Area Network (WAN) Fiber Implementation Project.  
--      Budget/Audit **(8-27-4.5)**
- 8-27-25**      **HEALTH DEPARTMENT** requesting the creation of a new position at the Health Department titled Health Educator with associated PCN as a result of the Mid-State Health Network grant received for a syringe service program.  
--      Human Services **(8-27-1.1)**
- 8-27-26**      **FINANCE DIRECTOR** submitting Draft #2 Changes to the Proposed FY 2020 Capital Improvement Plan Budget on behalf of Maintenance, County Clerk, and the Controller.  
--      Budget/Audit **(8-27-4.2)**
- 8-27-27**      **CONTROLLER/CAO** recommending approval of an Indemnification Agreement between the Diocese of Saginaw and Saginaw County for the proper disposition of unclaimed cremains.  
--      Courts & Public Safety **(8-27-2.3)**
- 8-27-28**      **PROSECUTOR** requesting the Assistant Prosecutor position currently eliminated in the FY 2020 Budget be reinstated.  
--      Courts & Public Safety / Budget/Audit **(8-27-4.6)**
- 8-27-29**      **TREASURER/CONTROLLER** sending the electronic transactions and voucher payments transmittal form for the month of May 2019.  
--      Budget/Audit **(8-27-4.1)**
- 8-27-30**      **TREASURER/CONTROLLER** sending the electronic transactions and voucher payments transmittal form for the month of June 2019.  
--      Budget/Audit **(8-27-4.1)**



- 8-27-31 FINANCE DIRECTOR** submitting budget adjustments and grants accepted for the period April 1, 2019 to June 30, 2019 as well as budget adjustments approved by the Controller for the purpose of carrying forward budget from FY 2018 to FY 2019 as outlined in Budget Resolution A.  
-- Budget/Audit (*Receive & File*)
- 8-27-32 CONTROLLER/CAO** submitting a Status Report on the Saginaw County Adult Detention & Sheriff Administration Building Project.  
-- Courts & Public Safety (*Receive & File*)
- 8-27-33 CONTROLLER/CAO** requesting approval to publish a Notice of Intent to Issue General Obligated Limited Tax Bonds in an amount not to exceed \$13 million for the purpose of designing, constructing and equipping a new shelter for Saginaw County Animal Care & Control.  
-- Budget/Audit (**8-27-4.7/Res. F**)
- 8-27-34 COMMUNITY CORRECTIONS** submitting information on the proposed FY 2020 Community Corrections grant awarded from the MDOC and requesting additional General Fund monies to cover a shortfall in the total amount of \$117,174.  
-- Budget/Audit (*Tabled in Committee*)
- 8-27-35 PROSECUTOR** requesting waiver of the hiring freeze and approval to fill the position of **Legal Clerk I – Victim’s Assistance Clerk**.  
-- Labor Relations (**8-27-5.4**)
- 8-27-36 COMMISSION ON AGING** requesting waiver of the hiring freeze and approval to fill the position of **Delivery Driver – Floater (PT)**.  
-- Labor Relations (**8-27-5.4**)
- 8-27-37 COUNTY CLERK** requesting approval to create a new position in the 10<sup>th</sup> Circuit Court Records Office titled “**Document Management Deputy Clerk**” with corresponding PCN and to work with the Personnel Director on job description and pay scale creation.  
-- Labor Relations (*Withdrawn*)
- 8-27-38 HEALTH DEPARTMENT** requesting waiver of the hiring freeze and approval to fill the vacant positions of **Office Assistant II (PT) and WIC Technician**.  
-- Labor Relations (**8-27-5.4**)
- 8-27-39 PERSONNEL DIRECTOR** submitting the June/July 2019 Employment Status Report.  
-- Labor Relations (*Receive & File*)
- 8-27-40 CONTROLLER/CAO** submitting a proposed Memorandum of Understanding between the Saginaw County Trial Court and the Board of Commissioners regarding, in summary, the hiring freeze, rehiring of retirees and transfer of funds between line items.  
-- Executive Committee (**8-27-6.1**)

### INITIATORY MOTIONS

None

### PUBLIC HEARING

#### 2<sup>nd</sup> Call

At 5:20 p.m., Chairman Webster announced the second call of a public hearing on the proposed Saginaw County 2019/2020 Fiscal Year Budget and property tax millage rate proposed to be levied to support General Government Operations. He asked if there as anyone wishing to speak; hearing none, he announced the hearing would remain open.



## PUBLIC HEARING

### 2<sup>nd</sup> Call

At 5:20 p.m., Chairman Webster announced the second call of a public hearing on the adoption of a Brownfield Plan for 3425 E. Holland and 1180 S. Outer Drive, Buena Vista, MI pursuant to the provisions of the Brownfield Redevelopment Financing Act, being Act 381 of the Public Acts of the State of Michigan of 1996, as amended. He asked if there was anyone wishing to speak; hearing none, he announced the hearing would remain open.

## REPORTS OF COMMITTEES

1. **Human Services Committee – A. O’Neal, Chair; J. Theisen, Vice-Chair**

1.1) **HEALTH DEPARTMENT**, re: Approval to create a new position of Health Educator and issuance of a PCN

- ***O’Neal moved, seconded by Ruth, to approve 1.1. Motion carried.***

**FROM: COMMITTEE ON HUMAN SERVICES – 1.1**

**AUGUST 27, 2019**

Your committee considered Communication No. 8-27-25 from **Christina Harrington, Director, Health Department**, requesting approval to create a new position of **Health Educator** at the Health Department and issuance of a Personnel Control Number (PCN).

We met with Ms. Harrington who explained that the Health Department has begun program planning for a syringe service program for Saginaw County. Part of the grant funding is to be used to support the creation of a full time health educator that will serve as the program coordinator and to oversee the program. Contracts have been fully executed between Mid-State Health Network and the County of Saginaw, freeing up the grant funds to being program planning and implementation.

We recommend approval to create the position of Health Educator and issuance of a Personnel Control Number (PCN).

Respectfully Submitted,

**COMMITTEE ON HUMAN SERVICES**

Amos O’Neal, Chair

Sheldon Matthews

Carl E. Ruth

James G. Theisen, Vice-Chair

Michael A. Webster

2. **Courts and Public Safety Committee – C. Hadsall, Chair; K. Kilpatrick, Vice-Chair**

2.1) **9-1-1 COMMUNICATIONS AUTHORITY**, re: Approval of its FY 2020 Budget and authorization to utilize \$300,000 from State of Michigan Wireless Funds as revenue

2.2) **SHERIFF**, re: Approval of FY 2020 Byrne Justice Assistance Grant to be split evenly with the City of Saginaw



2.3) **CONTROLLER/CAO**, re: Approval of Indemnification and Release Agreement between the Diocese of Saginaw and Saginaw County for disposition of cremains

- **Hadsall moved, seconded by Kilpatrick, to approve 2.1 – 2.3 leaving room for exceptions. There were no exceptions and the motion carried.**

**FROM: COMMITTEE ON COURTS & PUBLIC SAFETY – 2.1**

**AUGUST 27, 2019**

Your committee considered Communication No. 8-27-13 from **Randy Pfau, Executive Director, 9-1-1 Communications Authority**, submitting the FY 2020 9-1-1 Communications Authority Budget.

We met with Mr. Pfau, who explained that the budget figures between the Authority and the County do not match. The 9-1-1 Communications Center Authority Board passed a Resolution that the Authority be authorized to move \$300,000 from the State of Michigan Wireless Funds (Acct. #260-32601) to be used as revenue for 9-1-1.

We recommend approval to the FY 2020 9-1-1 Communications Center Authority budget and the County budget to reflect correct budget figures for the transfer of surcharge monies by September 30, 2019 in addition to utilizing \$300,000 from the State of Michigan wireless funds account; further, that the proper county officials are authorized to amend the budgets accordingly.

Respectfully Submitted,

**COMMITTEE ON COURTS & PUBLIC SAFETY**

Cheryl M. Hadsall, Chair

Kathleen K. Dwan

Michael A. Webster

Kirk W. Kilpatrick, Vice-Chair

Amos O’Neal

**FROM: COMMITTEE ON COURTS & PUBLIC SAFETY – 2.2**

**AUGUST 27, 2019**

Your committee considered Communication No. 8-27-22 from **Sheriff William Federspiel** requesting approval to apply for, and accept if awarded, a grant in the amount of \$57,123 from the Department of Justice (DOJ), Byrne Justice Assistance Grant (JAG) to be split evenly with the City of Saginaw.

We met with Lt. Russell Kolb, who indicated the JAG allocation has been made to Saginaw County and the City of Saginaw. Because the DOJ has designated the above-named units as disparate jurisdictions, Saginaw County must, as fiscal agent, submit a joint application for the total eligible allocation of \$57,123. The joint application must specify the award distribution to each unit of government, the purpose for which the grant funds will be used, and signed Memorandums of Understanding. The Saginaw County Sheriff’s Office is negotiating the disbursement with the Saginaw City Police Department.

We recommend the Sheriff and/or his designee be authorized to submit a grant application to the Department of Justice and accept the grant, if awarded; further, that the proper County officials be authorized and directed to sign the necessary documents on behalf of the County subject to review by the Controller as to substance and Counsel as to legal form, and amend the budget accordingly.

Respectfully Submitted,

**COMMITTEE ON COURTS & PUBLIC SAFETY**

Cheryl M. Hadsall, Chair

Kathleen K. Dwan

Michael A. Webster

Kirk W. Kilpatrick, Vice-Chair

Amos O’Neal



**FROM: COMMITTEE ON COURTS & PUBLIC SAFETY – 2.3**

**AUGUST 27, 2019**

Your committee considered Communication No. 8-27-27 from **Robert Belleman, Controller/CAO**, recommending approval of an Indemnification Agreement between the Diocese of Saginaw and Saginaw County for the proper disposition of unclaimed cremains.

We met with Mr. Belleman, who indicated the Saginaw County Medical Examiner’s Office encounters, throughout the year, unclaimed deceased individuals. The County may be responsible for proper cremation and burial of these individuals if a next-of-kin is not identified. The County has reached out to area cemeteries to make arrangements for proper interment of cremains. The Diocese of Saginaw has offered to assist Saginaw County by interning these cremains in their owned and operated cemeteries. One possible location would be Kawkawlin Calvary Cemetery. There is no cost to the County.

We recommend approval of an Indemnification and Release Agreement between the Diocese of Saginaw and Saginaw County for the proper disposition of unclaimed cremains.

Respectfully Submitted,

**COMMITTEE ON COURTS & PUBLIC SAFETY**

Cheryl M. Hadsall, Chair  
Kathleen K. Dwan  
Michael A. Webster

Kirk W. Kilpatrick, Vice-Chair  
Amos O’Neal

3. **County Services Committee – C. Stack, Chair; C. Hadsall, Vice-Chair**

- 3.1) **PARKS & RECREATION**, re: Approval to accept grant funding from the Saginaw Community Foundation and update Resolution
- 3.2) **PUBLIC WORKS**, re: Approval of two (2) Resolutions regarding a Drain Note and Sale of Bonds for the Misteguay Creek Intercounty Drain Drainage District
- 3.3) **SAGINAW FUTURE**, re: Approval of a Brownfield Plan in Buena Vista Township at 3425 E. Holland and 1180 S. Outer Dr. (formerly the Welcome Inn)

- ***Stack moved, seconded by Krafft, to approve 3.1 – 3.3 leaving room for exceptions. Hadsall excepted 3.2 for discussion and the motion carried as to 3.1 and 3.3. Discussion was held with Brian Wendling, Public Works Commissioner, regarding necessary approval from Genesee and Shiawassee counties. After discussion, the motion carried as to 3.2.***

**FROM: COMMITTEE ON COUNTY SERVICES – 3.1**

**AUGUST 27, 2019**

Your committee considered Communication No. 8-27-18 from **Brian Keenan-Lechel, Director, Parks and Recreation**, requesting approval to accept grant funding in the amount of \$125,000 from the Saginaw Community Foundation and update the March 2019 MNRTF Board of Commissioners Resolution.

We met with Mr. Keenan-Lechel who informed the committee that grant funding will support and enhance the development of a splash pad and playground installation at William H. Haithco Recreation Area. The Saginaw County Parks and Recreation Commission is making a financial commitment to the project in the amount of \$75,000 matching funds.

The Parks Commission is also requesting an update to the March 2019 Board of Commissioners Resolution authorizing the MNRTF grant submission, changing the local match total to \$200,000.

We recommend approval to accept grant funding of \$125,000 and update the March 2019 MNRTF Board of Commissioners Resolution as submitted under the regular order of business.





Respectfully Submitted,

**COMMITTEE ON COUNTY SERVICES**

Charles M. Stack, Chair

Kyle R. Harris

Michael A. Webster

Cheryl M. Hadsall, Vice-Chair

Dennis H. Krafft

**FROM: COMMITTEE ON COUNTY SERVICES – 3.2**

**AUGUST 27, 2019**

Your committee considered Communication No. 8-27-8 from **Brian Wendling, Public Works Commissioner**, requesting approval of two (2) Resolutions regarding a Drain Note and the Sale of Bonds for the Misteguay Creek Intercounty Drain Drainage District.

We met with Mr. Wendling who explained to the committee that the first resolution pertains to an interim note to come due September 1, 2019 that is being extended until January 1, 2020 and will be payable with a future bond sale to be issued by the Drainage District for permanent financing of the project. The second resolution is for the bond sale of the construction project. The bond sale is scheduled to take place September 10, 2019 which will allow ample time for closing to pay the note due on January 1, 2020.

It is the recommendation of your committee to approve a Drain Note and the Sale of Bonds for the Misteguay Creek Intercounty Drain Drainage District pursuant to the Resolutions as submitted under the regular order of business.

Respectfully Submitted,

**COMMITTEE ON COUNTY SERVICES**

Charles M. Stack, Chair

Kyle R. Harris

Michael A. Webster

Cheryl M. Hadsall, Vice-Chair

Dennis H. Krafft

**FROM: COMMITTEE ON COUNTY SERVICES – 3.3**

**AUGUST 27, 2019**

Your committee considered Communication No. 8-27-14 from **JoAnn Crary, President, Saginaw Future, Inc.**, requesting a Public Hearing and Resolution approving the Brownfield Plan in Buena Vista Township on four (4) parcels of property located at 3425 E. Holland and 1180 S. Outer Dr. (formerly the Welcome Inn).

We met with Ms. Crary who informed the committee that Buena Vista Charter Township took steps to declare the hotel dangerous and was approved through the courts to access the property for the purpose of removing the structures on site. The site consists of four (4) subject properties with two former motels and an out building. The Brownfield Plan was put together by AKT Peerless. The properties are eligible as a Brownfield due to their blight. There is no specific redevelopment plans for this site at this time. However, the township could recapture their costs once a development occurs.

Project costs per the plan are approximately \$400,000. The township also requested a loan of \$200,000 through the Local Site Remediation Fund which was also approved by the board to assist with demolition and other eligible activities.

It is the recommendation of your committee to approve the Brownfield Plan in Buena Vista Township on four (4) parcels of property located at 3425 E. Holland and 1180 S. Outer Dr. (formerly the Welcome Inn) and the Resolution as submitted under the regular order of business.



Respectfully Submitted,

**COMMITTEE ON COUNTY SERVICES**

Charles M. Stack, Chair

Kyle R. Harris

Michael A. Webster

Cheryl M. Hadsall, Vice-Chair

Dennis H. Krafft

4. **Budget Audit Committee – D. Krafft, Chair; A. O’Neal, Vice-Chair**

4.1) **TREASURER/CONTROLLER**, re: Claims for May/June 2019

- ***Krafft moved, seconded by Ruth, to approve 4.1. Motion carried.***

4.2) **CONTROLLER/CAO**, re: Submission of Draft #2 of the FY 2020 Budget

- ***Krafft moved, seconded by Ruth, to lay 4.2 on the table, for approval at the September 17, 2019 Board Session, as amended.***

4.3) **CONTROLLER/CAO**, re: Approval to amend the Fee Schedule for out-county forensic autopsy services from \$1,500 to \$1,700

- ***Krafft moved, seconded by O’Neal, to approve 4.3. Motion carried.***

4.4) **INFORMATION TECHNOLOGY**, re: Approval to authorize the issuance of bonds not to exceed \$12,000,000 for the purchase and implementation of various software applications

- ***Krafft moved, seconded by Theisen, to approve 4.4. Motion carried.***

4.5) **INFORMATION TECHNOLOGY**, re: Approval of Interfund Loan Agreement to fund the WAN Fiber Implementation Plan

- ***Krafft moved, seconded by O’Neal, to approve 4.5. Motion carried.***

4.6) **PROSECUTOR**, re: Approval to reinstate Assistant Prosecutor position in FY 2020 Budget ***(No action. Item submitted with 8-27-4.2, Draft #2 of the FY 2020 Budget)***

4.7) **CONTROLLER/CAO**, re: Approval to publish a Notice of Intent to Issue General Obligated Limited Tax Bonds in an amount not to exceed \$13 million to design, construct and equip a new shelter for Saginaw County Animal Care & Control

- ***Krafft moved, seconded by Kilpatrick, to approve 4.7. Motion carried.***

**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.1**

**AUGUST 27, 2019**

In accordance with State Statute and County Policy, your **Budget/Audit Committee** reviewed the claims for presentation to the Board of Commissioners, as listed below:

<u>Comm. No.</u>	<u>Payment Type</u>	<u>Period</u>	<u>Amount</u>
<b>8-27-29</b>	Electronic Transactions	May 1 – 31, 2019	\$ 5,795,413.84
	Voucher Payments	May 1 – 31, 2019	\$14,845,037.87
<b>8-27-30</b>	Electronic Transactions	June 1 – 30, 2019	\$11,356,045.19
	Voucher Payments	June 1 – 30, 2019	\$16,551,474.78



We recommend the payments be approved as compiled and submitted by the Treasurer's Office and Accounting Division of the Controller's Office.

Respectfully Submitted,

**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair

James G. Theisen

Michael A. Webster

Amos O'Neal, Vice-Chair

Carl E. Ruth

**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.2**

**\*AMENDED**

**AUGUST 27, 2019**

Your Budget/Audit Subcommittee received Communication No. 8-27-26 from **Koren Thurston, Finance Director**, submitting Draft #2 of the recommended Fiscal Year 2020 Budget. Draft #2 of the Budget contains proposed changes to Draft #1, which was submitted in June, 2019 with all funds in balance, including those funds which anticipate use of fund balance. Each committee reviewed Draft #1 of the proposed Fiscal Year 2020 Budget and a Committee of the Whole meeting was held June 26, 2019. The Budget was previously distributed to each commissioner and is available for review in the Office of the Board of Commissioners. The Budget/Audit Committee reviewed the budget as submitted, considered information presented at the Committee of the Whole meeting, considered additional requests from departments, and have made amendments to Draft #1 of the 2020 Budget. These amendments have been incorporated herein as Draft #2 of the Fiscal Year 2020 Budget. The changes contained in Draft #2 of the FY 2020 Budget include:

- Amend the General Fund by \$1,475 to adjust the pay of a Custodian position and move this individual to step 05 on the pay scale
- Amend the General Fund and personnel complement of the County Clerk by adding a position of Records Management in the 10<sup>th</sup> Circuit Court Records Office at an estimated cost of \$80,436
- Amend the Capital Improvement Plan of the County Clerk to include \$15,000 for the purchase of scanning equipment and additional licenses for the 10<sup>th</sup> Circuit Court Records Office and Vital Records Office
- Amend the Indigent Defense Fund Budget by \$82,000 to include costs for discovery/document production as well as the creation of an attorney/client meeting space in the new jail
- Amend the GIS System fund to reduce by \$91,500
- Amend the General Fund to set aside \$10,000 in lieu of millage funds for Veteran Transportation
- Amend the General Fund to contribute \$85,000 to the Community Corrections grant to retain the Pretrial Specialist position
- Amend the General Fund by \$115,108 and personnel complement of the Prosecutor by reinstating a position of Assistant Prosecuting Attorney I



Resolution A contains the amended total budget for the County including the General Fund. The amended total County Budget for Fiscal 2020 is \$173,454,016 which is a 0.42% percent increase from the current amended Fiscal 2019 Budget. The amended General Fund Budget for Fiscal 2020 is \$50,343,980 which represents an increase of \$2,340,962 or 4.87% percent over the current amended Fiscal 2019 Budget. The General Fund budget includes the use of \$1,405,302 in fund balance and will be subject to further expense control to ensure expenditures do not exceed revenues. Resolution A also contains the proposed County millage rates to be levied December 1, 2019 and July 1, 2020, as well as the authorization of the 9-1-1 surcharge to fund operations as set forth in the 2020 Budget.

Resolution B lists salaries for elected/appointed officials including judges and non-union employees. The salaries of elected/appointed officials have been set by the Saginaw County Board of Commissioners and the salaries of judges have been set by the State Officers Compensation Commission.

Resolution C sets forth the prioritized Capital Improvement Budget for Fiscal Year 2020, which totals \$17,478,677, a \$10,667,282 increase over the current amended FY 2019 budget.

Resolution D sets fees for all departments controlled by the Saginaw County Board of Commissioners, as amended from year to year.

A public hearing will be held at this day's session to allow comment on the proposed FY 2020 Budget, as amended, and on the proposed millages to be levied in December 2019 and July 2020. Notice was previously published in *The Saginaw News* and copies of the budget material will be made available to the public at the meeting.

It is the recommendation of your committee that Draft #2 of the Controller’s recommended Fiscal Year 2020 Budget containing Budget Resolutions A, B, C and D ***be laid on the table and scheduled for formal adoption at the September 17, 2019 Board Session.***

Respectfully Submitted,  
**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair  
James G. Theisen  
Michael A. Webster

Amos O’Neal, Vice-Chair  
Carl E. Ruth

***Laid on the table and scheduled for formal adoption at the September 17, 2019 Board Session***

**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.3**

**AUGUST 27, 2019**

Your Budget/Audit Committee considered Communication No. 8-27-17 from **Deb Tubb** on behalf of **Russell Bush, M.D., Medical Examiner**, requesting approval to amend the Fee Schedule for out-county autopsy services from \$1,500 to \$1,700.

We met with the Controller who spoke with the committee in the absence of Ms. Tubb. He informed the committee that the Saginaw County Medical Examiner provides forensic autopsy services for other counties who request our assistance. The current fee schedule to provide autopsy services for Medical Examiners from other counties is \$1,500. In March 2019 the Board of Commissioners approved an increase of \$200 per autopsy, necessitating an increase in the Fee Schedule.



We recommend approval to amend the Medical Examiner Fee Schedule for out-county autopsy services from \$1,500 to \$1,700.

Respectfully Submitted,

**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair  
James G. Theisen  
Michael A. Webster

Amos O’Neal, Vice-Chair  
Carl E. Ruth

**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.4**

**AUGUST 27, 2019**

Your Budget/Audit Committee considered Communication No. 8-27-23 from **Joshua Brown, Information Technology (IT) Director**, requesting approval to issue bonds not to exceed Twelve Million Dollars (\$12,000,000) to cover costs associated with the purchase and implementation of various software applications.

We met with Mr. Brown who informed the committee that Information Technology staff has been working with a consultant, Berry Dunn, to create an act upon an Action Plan that will allow the County to modernize its legacy Mainframe Applications and improve the future systems environment. Total implementation will be completed with a mainframe sunset day of Spring 2022. We recommend approval of the Resolution submitted under the regular order of business to issue bonds in an amount of not to exceed Twelve Million Dollars (\$12,000,000) for the purpose of financing the cost of acquiring, licensing, installing, and replacing capital improvement items to modernize the County’s computer and information technology systems.

Respectfully Submitted,

**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair  
James G. Theisen  
Michael A. Webster

Amos O’Neal, Vice-Chair  
Carl E. Ruth

**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.5**

**AUGUST 27, 2019**

Your Budget/Audit Committee considered Communication No. 8-27-24 from **Joshua Brown, IT Director**, requesting approval to borrow \$1,300,000 from the Delinquent Tax Fund for a WAN (Wide Area Network) Fiber Implementation Project, which includes the physical fiber installation as well as hardware.

We met with Mr. Brown and the Controller who informed the committee that proposals were received for a fully integrated WAN network that would offer redundancy and reliability as well as standard network throughout all primary Saginaw County locations, including: 911 Building, Commission on Aging, Sheriff’s Department, Jail (new building), Juvenile/Family Division, Health Department, Courthouse and Mosquito Control/Maintenance. Animal Care & Control will be addressed following a determination of a permanent site location.

We recommend approval of the Interfund Loan Agreement as presented below to fund the WAN Fiber Implementation Plan for Saginaw County Information Technology in an amount not to exceed \$1,300,000.



County of Saginaw IT Fiber Project

Interfund Loan Agreement

Delivery Date: 11/01/2019

Principal Amount \$ 1,300,000

Interest Rate 2.000%

Total Number of Periods (Term) 5

Year	Principal Due 1-May	Interest Rate	Interest Due 1-May	Interest Due 1-Nov	Remaining Debt	Annual Debt Service
11/1/2019	-	2.000%	-	-	1,300,000.00	
2020 5/1/2020	258,373.00	2.000%	15,166.67		1,041,627.00	273,539.67
11/1/2020	-	2.000%		10,416.27	1,041,627.00	
2021 5/1/2021	252,662.00	2.000%	10,416.27		788,965.00	273,494.54
11/1/2021	-	2.000%		7,889.65	788,965.00	
2022 5/1/2022	257,758.00	2.000%	7,889.65		531,207.00	273,537.30
11/1/2022	-	2.000%		5,312.07	531,207.00	
2023 5/1/2023	262,954.00	2.000%	5,312.07		268,253.00	273,578.14
11/1/2023	-	2.000%		2,682.53	268,253.00	
2024 5/1/2024	268,253.00	2.000%	2,682.53		-	273,618.06
	<u>1,300,000.00</u>		<u>41,467.19</u>	<u>26,300.52</u>		

Respectfully Submitted,

**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair

James G. Theisen

Michael A. Webster

Amos O’Neal, Vice-Chair

Carl E. Ruth

~~FROM: COMMITTEE ON BUDGET/AUDIT – 4.6~~ ~~AUGUST 27, 2019~~

~~Your Budget/Audit Committee considered Communication No. 8-27-28 from John A. McColgan, Jr., Prosecutor, requesting approval to retain an Assistant Prosecutor position that is currently not funded in the proposed FY 2020 Budget due to discontinuation of a grant.~~



~~We met with the Prosecutor and Mark Gaertner, Chief Assistant Prosecutor, who distributed a staffing flowchart and informed the committee that this position is essential in the fight against crime and in the interest of public safety. Discussion was held with the Prosecutor regarding the grant that originally funded this position, the County Policy that positions funded by grants are eliminated when the grant ends unless approved by the Board of Commissioners, and the possibility of the Michigan State Police pulling support if the amount of prosecutors is reduced. Further discussion was held regarding three (3) Assistant Attorney General positions in the Prosecutors Office that are funded by the State of Michigan at no cost to the County. If this Assistant Prosecutor is not funded, the agreement with the State AG's Office could be in jeopardy if it deems the County is supplanting and retract its Assistant AGs.~~

~~We recommend approval to reinstate the position of Assistant Prosecutor in the FY 2020 County Budget and authorize the proper county officials to amend the Budget accordingly.~~

~~Respectfully Submitted,~~

~~**COMMITTEE ON BUDGET/AUDIT**~~

~~Dennis H. Krafft, Chair~~

~~Amos O'Neal, Vice Chair~~

~~James G. Theisen~~

~~Carl E. Ruth~~

~~Michael A. Webster~~

**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.7**

**AUGUST 27, 2019**

Your Budget/Audit Committee considered Communication No. 8-27-33 from **Robert V. Belleman, Controller/CAO**, requesting approval to publish a Notice of Intent to Issue Limited Tax General Obligation Bonds in an amount not to exceed Thirteen Million Dollars (\$13,000,000) for the purpose of designing, constructing and equipping a new shelter for Saginaw County Animal Care & Control.

We met with the Controller who informed the committee that Saginaw County taxpayers approved an increase millage for Animal Control at the August 2018 election. The increased millage was, in part, for the purpose of building a new animal shelter. The County has been working with Blue Sky Animal Care Architecture and William A. Kibbe & Associates and the current estimated cost is \$11.7 million.

We recommend approval of the Resolution submitted under the regular order of business to purchase, acquire and construct capital improvements and to publish Notice of Intent to Issue Bonds in an amount of not to exceed Thirteen Million Dollars (\$13,000,000) for a new Saginaw County Animal Care & Control Shelter.

Respectfully Submitted,

**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair

Amos O'Neal, Vice-Chair

James G. Theisen

Carl E. Ruth

Michael A. Webster

**5. Labor Relations Committee – K. Kilpatrick, Chair; C. Stack, Vice-Chair**

**5.1) RETIREMENT ADMINISTRATOR, re: Approval of MERS Employee and Officer Delegate Certification to Annual Meeting October 2 – 4, 2019**

- ***Kilpatrick moved, seconded by O'Neal, to approve 5.1. Motion carried.***



- 5.2) **GREAT LAKES BAY MICHIGAN WORKS!**, re: Approval to modify the positions of Workstation Coordinator and Accountant I to full-time employees and waive the hiring freeze; further, to leave the position of Account Specialist vacant
- ***Kilpatrick moved, seconded by O’Neal, to approve 5.2. Motion carried.***
- 5.3) **PARKS & RECREATION**, re: Approval of a wage adjustment to Step 4 of the pay scale for the Parks Foreman
- ***Kilpatrick moved, seconded by O’Neal, to approve 5.3. Discussion was held with Mr. Keenan-Lechel and the Controller regarding the position, years of experience of the current employee, and setting criteria via policy for requests to adjust the wage scale. Dwan moved, seconded by Theisen, to refer this item back to the September Labor Relations Committee for discussion. The Chairman directed the Clerk to take roll- call with the results as follows:  
YES – Matthews, Theisen, Harris, Hadsall, Krafft, O’Neal, Ruth, Dwan, Kilpatrick, and Webster – 10;  
NO – Stack – 1. Motion carried.***
- 5.4) Waiver of the hiring freeze and approval to fill positions as follows:
- Sheriff - **Two (2) Road Patrol Deputies**  
**Sheriff’s Office Assistant**
  - Prosecutor - **Legal Clerk I – Victim’s Assistance Clerk**
  - Commission on Aging - **Delivery Driver – Floater (PT)**
  - Health Department - **Office Assistant II (PT)**  
**WIC Technician**
- ***Kilpatrick moved, seconded by Harris, to approve 5.4. Motion carried.***

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.1**

**AUGUST 27, 2019**

The Municipal Employees’ Retirement System (MERS) of Michigan 2019 Annual Meeting of participating municipalities will be held at the Grand Traverse Resort, Acme, Michigan from October 2, 2019 to October 4, 2019. In accordance with the provisions of Act 427, P.A. 1984, the Michigan Employees Retirement Act, the governing body of each participating municipality must certify to the MERS Board an officer and employee delegate to represent them at the meeting.

The officer delegate is selected by the governing body of the participating municipality. The employee delegate is elected by employee members of the Retirement System. In Communication No. 8-27-10, Amy J. Deford, Retirement Administrator, reports that Christine Bauer, Treasurer’s Office, was elected as the employee delegate.

It is the recommendation of your Labor Relations Subcommittee that Kristina Rubis be appointed as the Officer Delegate and Christine Bauer as the Employee Delegate; further, that the proper County officials certify the delegates to represent Saginaw County at the MERS Annual Retirement Conference with expenses paid by the Retirement Fund.





Respectfully Submitted,  
**COMMITTEE ON LABOR RELATIONS**  
Kirk W. Kilpatrick, Chair  
Kyle R. Harris  
Michael A. Webster

Charles M. Stack, Vice-Chair  
Sheldon Matthews

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.2** **AUGUST 27, 2019**

Your Labor Relations Committee considered Communication No. 8-27-16 from **Christopher Rishko, Chief Executive Officer, GLB Michigan Works!**, requesting approval to modify the positions of Workstation Coordinator (PCN# 276005) and Accountant I (PCN #276009) from .6 FTE to 1.0 FTE, leave the position of Account Specialist (PCN #276012) vacant and waive the hiring freeze accordingly. We spoke with Mr. Rishko who explained the staffing additions were approved by the GLBMW! Joint Board of Directors on June 24<sup>th</sup>, 2019, along with the proposed GLBMW! FY 2020 budget. All costs associated with the salaries and benefits for these positions will be taken directly from GLBMW! funds and will not impact the Saginaw County General Fund. We recommend approval to modify the positions making them full-time with benefits and waive the hiring freeze for Workstation Coordinator and Accountant I.

Respectfully Submitted,  
**COMMITTEE ON LABOR RELATIONS**  
Kirk W. Kilpatrick, Chair  
Kyle R. Harris  
Michael A. Webster

Charles M. Stack, Vice-Chair  
Sheldon Matthews

**SENT BACK TO SEPTEMBER LABOR RELATIONS COMMITTEE**

~~**FROM: COMMITTEE ON LABOR RELATIONS -- 5.3** **AUGUST 27, 2019**~~

~~Your Labor Relations Committee considered Communication No. 8-27-19 from Brian Keenan Lechel, Director, Parks and Recreation, requesting approval for a wage adjustment for the Parks Foreman position to Step 4 of the pay scale. We met with Mr. Keenan Lechel who explained the Parks Foreman position was created in 2019 and has made a positive impact on staff retention. The selected candidate far exceeded the requirements for the position and the wage adjustment will narrow the wage gap from the foreman's previous employer. We recommend approval of the wage adjustment to Step 4 of the pay scale for the Parks Foreman.~~

~~Respectfully Submitted,  
**COMMITTEE ON LABOR RELATIONS**  
Kirk W. Kilpatrick, Chair  
Kyle R. Harris  
Michael A. Webster~~

~~Charles M. Stack, Vice-Chair  
Sheldon Matthews~~



**FROM: COMMITTEE ON LABOR RELATIONS -- 5.4**

**AUGUST 27, 2019**

Your Labor Relations Committee considered Communication Nos. 8-27-20, 8-27-21, 8-27-35, 8-27-36, and 8-27-38 from **various elected officials and department heads** requesting waiver of the hiring freeze and approval to fill vacant positions in their respective departments as follows:

<u>Requestor</u>	<u>Department</u>	<u>Position(s)</u>
Sheriff Federspiel	Sheriff Department	<b>Two (2) LE Road Patrol Deputy Sheriff’s Office Assistant</b>
Prosecutor McColgan	Prosecutor’s Office	<b>Legal Clerk I – Victim’s Assistance Clerk</b>
Jessica Sargent	Commission on Aging	<b>Delivery Driver – Floater (PT)</b>
Christina Harrington	Health Department	<b>Office Assistant II (PT) WIC Technician</b>

We recommend approval to waive the hiring freeze and fill the positions listed above.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair  
Kyle R. Harris  
Michael A. Webster

Charles M. Stack, Vice-Chair  
Sheldon Matthews

6. **Executive Committee – M. Webster, Chair**

6.1) **CONTROLLER/CAO**, re: Approval of Memorandum of Understanding regarding the Trial Courts’ independence and exemption from certain County policies

- ***Krafft moved, seconded by O’Neal, to approve 6.1. Motion carried.***

**FROM: EXECUTIVE COMMITTEE -- 6.1**

**AUGUST 27, 2019**

Your Executive Committee considered Communication No. 8-27-40 from **Robert V. Belleman, Controller/CAO**, recommending the Board of Commissioners adopt a Memorandum of Understanding between the Saginaw County Trial Court and the Saginaw County Board of Commissioners.

We met with Judge McGraw and the Controller and discussion was held regarding the request by the Courts to be recognized as independent and exempt from certain County policies. A Memorandum of Understanding was prepared by Civil Counsel that, in summary, pertains to the hiring freeze, rehiring of retirees, and transferring funds between line items.

We recommend approval of the Memorandum of Understanding between the Saginaw County Trial Court and the Saginaw County Board of Commissioners with an effective date of August 27, 2019 – December 31, 2019.

Respectfully Submitted,

**EXECUTIVE COMMITTEE**

Carl E. Ruth, Vice-Chair  
Cheryl M. Hadsall  
Dennis H. Krafft

Amos O’Neal  
Charles M. Stack



7. **Legislative Committee – J. Theisen, Chair; A. O’Neal, Vice-Chair**

None

8. **Intergovernmental Cooperation Committee – J. Theisen, Chair; C. Stack, Vice-Chair**

None

9. **Committee Compensation**

8-27-19.1) June 16, 2019 – June 29, 2019

8-27-19.2) June 30, 2019 – July 13, 2019

8-27-19.3) July 14, 2019 – July 27, 2019

8-27-19.4) July 28, 2019 – August 10, 2019

- ***Hadsall moved, seconded by Theisen, to approve 8-27-19.1, 8-27-19.2, 8-27-19.3 and 8-27-19.4 leaving room for exceptions. There were no exceptions and the motion carried.***

[Compensation begins on next page]



COMMITTEE COMPENSATION - 8.27.19.1

August 27, 2019

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held June 16 - June 29, 2019

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	06/18/19	Board Session Dwan, Hadsall, Harris, Kilpatrick, Krafft, Matthews, O'Neal, Ruth, Stack, Theisen, Webster	All Present	\$550.00	11
2	06/19/19	Castle Museum Board	Hadsall	\$50.00	1
3	06/19/19	Brownfield Redevelopment Authority	Stack	\$50.00	1
4	06/19/19	Saginaw Valley Zoological Society	Matthews	\$50.00	1
5	06/19/19	Airport Committee	O'Neal	\$50.00	1
			Krafft	\$50.00	1
			Matthews	\$25.00	1
6	06/20/19	Commission on Aging	O'Neal	\$25.00	1
			Stack	\$50.00	1
7	06/20/19	Community Action Committee	O'Neal	\$50.00	1
8	06/24/19	Michigan Works! Joint Board of Director/Midland	Matthews	\$50.00	1
			O'Neal	\$50.00	1
			Ruth	\$50.00	1
			Stack	\$50.00	1
			Webster	\$50.00	1
9	06/24/19	Animal Control Advisory Council	Hadsall	\$50.00	1
10	06/26/19	Medical Dispatch Advisory	Dwan	\$25.00	1
11	06/26/19	Committee of the Whole-Budget Dwan, Hadsall, Krafft, Matthews, Ruth, Webster <i>Absent: Harris, Kilpatrick, O'Neal, Stack, Theisen</i>	6 Present	\$300.00	6
			<b>TOTAL</b>		

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (6-28-19)

COMMITTEE COMPENSATION - 8.27.19.3

August 27, 2019

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held July 14 - July 27, 2019

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	07/23/19	Land Bank Authority	Ruth	\$50.00	1
<b>TOTAL</b>				<b>\$50.00</b>	<b>1</b>



Respectfully Submitted, Suzy Koeplinger, Board Coordinator (7-26-19)

**COMMITTEE COMPENSATION - 8.27.19.4**

**August 27, 2019**

*I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held July 28 - August 10, 2019*

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
<b>1</b>	<b>08/05/19</b>	<b>Human Services</b>	O'Neal	\$50.00	<b>1</b>
			Theisen	\$50.00	<b>1</b>
			Matthews	\$50.00	<b>1</b>
			Ruth	\$50.00	<b>1</b>
			Webster	\$50.00	<b>1</b>
<b>2</b>	<b>08/06/19</b>	<b>Courts &amp; Public Safety Committee</b>	Hadsall	\$50.00	<b>1</b>
			Kilpatrick	\$50.00	<b>1</b>
			O'Neal	\$50.00	<b>1</b>
			Webster	\$50.00	<b>1</b>
<b>3</b>	<b>08/07/19</b>	<b>County Services Committee</b>	Stack	\$50.00	<b>1</b>
			Hadsall	\$50.00	<b>1</b>
			Krafft	\$50.00	<b>1</b>
			Webster	\$50.00	<b>1</b>
<b>4</b>	<b>08/08/19</b>	<b>Budget/Audit Committee</b>	Krafft	\$50.00	<b>1</b>
			O'Neal	\$50.00	<b>1</b>
			Theisen	\$50.00	<b>1</b>
			Ruth	\$50.00	<b>1</b>
			Webster	\$50.00	<b>1</b>
<b>TOTAL</b>				<b>\$900.00</b>	<b>18</b>

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (8-9-19)

**PUBLIC HEARING**

**3<sup>rd</sup> Call – Closing**

At 5:50 p.m., Chairman Webster announced the third and final call of a public hearing on the proposed Saginaw County 2019/2020 Fiscal Year Budget and property tax millage rate proposed to be levied to support General Government Operations. He asked if there was anyone wishing to speak; hearing none, he announced the public hearing closed at 5:50 p.m.



## PUBLIC HEARING

### 3<sup>rd</sup> Call – Closing

At 5:50 p.m., Chairman Webster announced the third and final call of a public hearing on the adoption of a Brownfield Plan for 3425 E. Holland and 1180 S. Outer Drive, Buena Vista, MI pursuant to the provisions of the Brownfield Redevelopment Financing Act, being Act 381 of the Public Acts of the State of Michigan of 1996, as amended. He asked if there was anyone wishing to speak; hearing none, he announced the public hearing closed at 5:50 p.m.

## RESOLUTIONS

### RESOLUTION “A”

#### Resolution Authorizing Application to the Michigan Natural Resources Trust Fund

At a regular meeting of the Board of Commissioners of the County of Saginaw, State of Michigan held at Saginaw, Michigan on the 27<sup>th</sup> day of August, 2019.

**PRESENT:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster – 11*

**Commissioner Stack offered the following resolution and moved for adoption. The motion was seconded by Commissioner Krafft.**

**WHEREAS**, Saginaw County supports the submission of an application titled 'Haithco Recreation Area Splash & Spray Pad' to the Michigan Natural Resources Trust Fund for development of splash/spray features and an interactive fountain at William H. Haithco Recreation Area; and,

**WHEREAS**, the proposed application is supported by the Community's 5-Year approved Parks and Recreation Plan; and,

**WHEREAS**, Saginaw County Parks and Recreation Commission is hereby making a financial commitment to the project in the amount of \$75,000 matching funds, in cash and/or force account; and,

**WHEREAS**, the Saginaw County Community Foundation has awarded Saginaw County a \$125,000 grant to assist with the matching funds for this application.

**NOW, THEREFORE, BE IT RESOLVED** that Saginaw County hereby authorizes submission of a Michigan Natural Resources Trust Fund Application for \$300,000 and further resolves to make available its financial obligation amount of \$200,000 (40%) of a total \$500,000 project cost during the 2020-2021 fiscal year.

**Yeas:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 11*

**TOTAL:** - 11



STATE OF MICHIGAN            )  
  )ss  
COUNTY OF SAGINAW        )

I, the undersigned, the duly qualified and acting Clerk of the County of Saginaw, State of Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a regular meeting of the Board of Commissioners of said County, held on the 27th day of August, 2019, the original of which is on file in the Board Office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 27th day of August, 2019.

**Michael J. Hanley, County Clerk**  
**County of Saginaw**

**RESOLUTION “B”**  
**Misteguay Creek Intercounty Drain Note, Series 2015**

At a regular meeting of the Board of Commissioners of the County of Saginaw, State of Michigan held at Saginaw, Michigan on the 27<sup>th</sup> day of August, 2019.

**PRESENT:**     *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster – 11*

**Commissioner Stack offered the following resolution and moved for adoption. The motion was seconded by Commissioner O’Neal.**

**WHEREAS**, proceedings have been taken by the Drainage Board for the Misteguay Creek Intercounty Drain for improvements to the Misteguay Creek Intercounty Drain (the “Project”) pursuant to a petition filed with the Saginaw County Public Works Commissioner under the provisions of Chapter 8 of the Drain Code of 1956, as amended (the “Drain Code”); and,

**WHEREAS**, in order to refinance a note previously issued by the Misteguay Creek Intercounty Drain Drainage District (the “Drainage District”) in the principal amount of \$800,000 to pay for certain preliminary costs of acquiring and constructing the Project, the Drainage District issued a note on October 14, 2015 designated “Misteguay Creek Intercounty Drain Note, Series 2015” (as subsequently amended as described below, the “Note”) in the principal amount of \$800,000, bearing interest at the rate of 1.49% per annum and maturing on February 1, 2017, in anticipation of bonds (the “Bonds”) to be issued by the Drainage District to provide the permanent financing for the Project; and,

**WHEREAS**, as a result of amendments to the Note subsequent to the date of issuance thereof, the Note now bears interest at the rate of 2.79% per annum and matures on September 1, 2019; and,

**WHEREAS**, 17.0% of the principal of and interest due on the Note has been apportioned by the Drainage Board to the County of Genesee, 43.0% of such principal and interest has been apportioned by the Drainage Board to the County of Saginaw (the “County”) and 40.0% of such principal and interest has been apportioned by the Drainage Board to the County of Shiawassee; and,



**WHEREAS**, by resolution adopted by the Board of Commissioners of the County of Saginaw on August 21, 2018, the County of Saginaw pledged its limited tax full faith and credit to the prompt payment of 43% of the principal of and interest on the Note when due on September 1, 2019; and, **WHEREAS**, the Bonds will not be issued on or before September 1, 2019 and as a result, at the request of the Drainage Board, the purchaser of the Note has agreed to extend the maturity date of the Note from September 1, 2019 to January 1, 2020, bearing interest at the current rate of 2.79% per annum, provided that the County of Genesee, the County of Saginaw and the County of Shiawassee each pledge its limited tax full faith and credit to the Note as extended to the extent that the principal of and interest due on the Note has been apportioned to each such county; and, **WHEREAS**, it is anticipated that the Bonds will be issued on or before October 1, 2019 and that the Note will be prepaid from the proceeds of the Bonds upon the issuance thereof; and, **WHEREAS**, the Project is necessary to protect and preserve the public health and it is in the best interest of the County of Saginaw that the maturity date of the Note be extended to January 1, 2020.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the County of Saginaw:

1. Pursuant to the authorization provided in Section 434 of the Drain Code, the Saginaw County Board of Commissioners, by a 2/3 vote of its members, does hereby irrevocably pledge the limited tax full faith and credit of the County of Saginaw for the prompt payment of 43.0% of the principal of and interest on the Note when due on January 1, 2020, and does agree that in the event that the Bonds are not issued prior to January 1, 2020 and that moneys are not otherwise available to the Drainage District on such date to pay such principal and interest, the County Treasurer is directed to immediately make such advancement from general funds of the County to the extent necessary to pay the County's share of the principal of and interest on the Note when due. The ability of the County to levy taxes to pay its share of the principal of and interest on the Note shall be subject to constitutional and statutory limitations on the taxing power of the County.
2. In the event that, pursuant to said pledge of full faith and credit, the County of Saginaw advances out of County funds, any part of the principal of and interest due on the Note, it shall be the duty of the County Treasurer, for and on behalf of the County of Saginaw, to take all actions and proceedings and pursue all remedies permitted or authorized by law for the reimbursement of such sums so paid.
3. This resolution shall become effective only if the Board of Commissioners of the County of Genesee and the Board of Commissioners of the County of Shiawassee each adopt a resolution substantially in the form of this resolution that pledges the limited tax full faith and credit of each respective county to the payment of the principal of and interest on the Note when due on January 1, 2020 to the extent of its apportioned share of the principal of and interest on the Note.
4. All resolutions and part of resolutions, insofar as the same may be in conflict with the provisions of this resolution, are hereby rescinded.







**WHEREAS**, the Computation of Cost for the Project sets forth an estimated cost of \$8,405,000, which includes \$8,329,700 (the “Base Project”) to be allocated among the County of Genesee, the County of Saginaw and the County of Shiawassee as hereinafter provided and \$75,300 to be allocated to the County of Saginaw as a supplemental benefit (the “Supplemental Benefit”); and,

**WHEREAS**, 18% of the cost of the Base Project has been apportioned by the Drainage Board to the County of Genesee, 46% of the cost of the Base Project and 100% of the cost of the Supplemental Benefit have been apportioned by the Drainage Board to the County of Saginaw and 36% of the cost of the Base Project has been apportioned by the Drainage Board to the County of Shiawassee; and,

**WHEREAS**, the Drainage Board deems it advisable and necessary to obtain from this Board a resolution consenting to the pledge of the limited tax full faith and credit of the County of Saginaw on the Bonds to the extent of special assessments assessed against property and public corporations in the County of Saginaw; and,

**WHEREAS**, the Project is necessary to protect and preserve the public health and it is in the best interest of the County of Saginaw that the Bonds be sold.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the County of Saginaw:

1. Pursuant to the authorization provided in Sections 132 and 276 of the Drain Code, the Saginaw County Board of Commissioners, by a majority vote of its members elect, does hereby irrevocably pledge the limited tax full faith and credit of the County of Saginaw for the prompt payment of the principal of and interest on the Bonds to the extent of special assessments against property and public corporations in the County of Saginaw, and does agree that in the event that property owners or public corporations in the County of Saginaw shall fail or neglect to account to the Saginaw County Treasurer for the amount of any such special assessment installment and interest (in anticipation of which the Bonds are issued) when due, then the amount thereof shall be immediately advanced from County of Saginaw funds, and the Saginaw County Treasurer is directed to immediately make such advancement to the extent necessary. The ability of the County of Saginaw to levy taxes to pay its share of the principal of and interest on the Bonds shall be subject to constitutional and statutory limitations on the taxing power of the County.
2. In the event that, pursuant to said pledge of full faith and credit, the County of Saginaw advances out of County funds, any part of the principal of and interest due on the Bonds, it shall be the duty of the Saginaw County Treasurer, for and on behalf of the County of Saginaw, to take all actions and proceedings and pursue all remedies permitted or authorized by law for the reimbursement of such sums so paid.
3. The Saginaw County Treasurer is hereby authorized, if necessary, to execute a certificate of the County of Saginaw to comply with the continuing disclosure undertaking of the County of Saginaw with respect to the Bonds pursuant to paragraph (b)(5) of SEC Rule 15c2-12 issued under the Securities Exchange Act of 1934, as amended, and amendments to such certificate from time to time in accordance with the terms of such certificate (the certificate and any amendments thereto are collectively referred to herein as the "Continuing Disclosure Certificate"). The County of Saginaw hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate, to do all other things





**PRESENT:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster – 11*

**Commissioner Stack offered the following resolution and moved for adoption. The motion was seconded by Commissioner O’Neal.**

**WHEREAS**, the Brownfield Redevelopment Authority (the “Authority”) of the County of Saginaw, pursuant to and in accordance with the provisions of the Brownfield Redevelopment Financing Act, being Act 381 of the Public Acts of the State of Michigan of 1996, as amended (the “Act”), has received and recommended for approval by the Saginaw County Board of Commissioners, a Brownfield Plan (the “Plan”) pursuant to and in accordance with Section 13 of the Act; and,

**WHEREAS**, in accordance with Section 3 of the Act, the Buena Vista Charter Township Board of Trustees has reviewed and concurred with the provisions of the Plan; and,

**WHEREAS**, the County has, at least ten (10) days before the meeting of the Saginaw County Board of Commissioners at which this resolution has been considered, provided notice to and fully informed all taxing jurisdictions (the “Taxing Jurisdictions”) which are affected by the Plan about the fiscal and economic implications of the proposed Plan, and the Saginaw County Board of Commissioners has previously provided to the Taxing Jurisdictions a reasonable opportunity to express their views and recommendations regarding the Financing Plan and in accordance with Sections 13(13) and 14(1) of the Act; and,

**WHEREAS**, the Saginaw County Board of Commissioners has made the following determinations and findings:

- A. The Plan constitutes a public purpose under the Act;
- B. The Plan meets all of the requirements for a Brownfield Plan set forth in Section 13 of the Act;
- C. The proposed method of financing the costs of the eligible activities, as described in the Plan, is feasible and the Authority has the ability to arrange the financing;
- D. The costs of the eligible activities proposed in the Plan are reasonable and necessary to carry out the purposes of the Act;
- E. The amount of captured taxable value estimated to result from the adoption of the Plan is reasonable; and,

**WHEREAS**, as a result of its review of the Plan and upon consideration of the views and recommendations of the Taxing Jurisdictions, the Board of Commissioners desires to proceed with approval of the Plan.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. Plan Approved. Pursuant to the authority vested in the Board by the Act, and pursuant to and in accordance with the provision so Section 14 of the Act, the Plan is hereby approved in the form and attached to this resolution.



- 2. Severability. Should any section, clause, or phrase of this Resolution be declared by the Courts to be invalid, the same shall not affect the validity of this Resolution as a whole nor any part thereof other than the part so declared to be invalid.
- 3. Repeals. All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed:

**Yeas:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 11*

**TOTAL: - 11**

STATE OF MICHIGAN            )  
   ) SS  
 COUNTY OF SAGINAW         )

I, the undersigned, the duly qualified and acting County Clerk of the County of Saginaw, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by a majority vote of the members elect of the Saginaw County Board of Commissioners at a regular meeting of said Board of Commissioners held on August 27, 2019, the original of which is on file in my office.

I further certify that notice of the meeting was given in accordance with the Open Meetings Act.  
**Michael J. Hanley, County Clerk**  
**County of Saginaw**

**RESOLUTION “E”**  
**Saginaw County, Michigan**  
**Limited Tax General Obligation Bonds, Series 2019A**

At a regular meeting of the Board of Commissioners of the County of Saginaw, State of Michigan held at Saginaw, Michigan on the 27<sup>th</sup> day of August, 2019.

**PRESENT:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster – 11*

**Commissioner Krafft offered the following resolution and moved for adoption. The motion was seconded by Commissioner Theisen.**

**WHEREAS**, the Board of Commissioners of the County (the "Board") does hereby determine that it is necessary to finance the cost of acquiring, licensing, installing, and replacing capital improvement items to modernize the County’s computer and information technology systems, including but not limited to, replacing the County’s mainframe with software applications including but not limited to, an enterprise resource planning system to manage county finances, personnel functions and payroll functions and assist with asset management, a court case management system, a probation case management



system, a prosecution case management system and a jail management system, and such equipment, materials, programs and information technology necessary or incidental to these purposes, as well as other capital improvement items as determined by the County (the "Project"); and,

**WHEREAS**, the cost of the Project is estimated not to exceed Thirteen Million Dollars (\$13,000,000); and,

**WHEREAS**, the Board has determined to issue bonds and to use the proceeds of the sale of such bonds to finance a portion of the Project.

**THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the County of Saginaw, Michigan, as follows:

1. AUTHORIZATION OF BONDS – PURPOSE. Bonds of the County aggregating the principal sum as determined by order of the Controller/Chief Administrative Officer, but not to exceed Twelve Million Dollars (\$12,000,000) shall be issued and sold for the purpose of defraying all or part of the cost of the Project.
2. BOND DETAILS. The bonds shall be designated "Limited Tax General Obligation Bonds, Series 2019A", shall be dated the date of their delivery; shall be numbered from 1 upwards; shall be fully registered; shall be in the denomination of \$5,000 each or any integral multiple thereof not exceeding the aggregate principal amount for each maturity at the option of the purchaser thereof; shall bear interest at a rate or rates not exceeding 5% per annum to be determined upon the sale thereof and payable semiannually on such dates as shall be determined by order of the Controller/Chief Administrative Officer; and shall be serial and/or term bonds and mature on such dates and in such amounts as shall be determined by order of the Controller/Chief Administrative Officer; provided, however, that the final principal maturity of the bonds shall be not later than ten years from the date of issuance. If the original purchaser of the bonds shall designate certain of the bonds as term bonds, the principal maturities of the bonds shall become mandatory redemption requirements in accordance with the provisions of Section 6 and the form of bond set forth in Section 10. In the absence of the Controller/Chief Administrative Officer, the County Treasurer shall exercise any authority granted to the Controller/Chief Administrative Officer as contemplated by and in furtherance of the provisions of this Bond Resolution.
3. PAYMENT OF PRINCIPAL AND INTEREST. The principal of and interest on the bonds shall be payable in lawful money of the United States. Principal shall be payable upon presentation and surrender of the bonds to the bond registrar and paying agent as they severally mature. Interest shall be paid to the registered owner of each bond as shown on the registration books at the close of business on the 15<sup>th</sup> day of the calendar month preceding the month in which the interest payment is due. Interest shall be paid when due by check or draft drawn upon and mailed by the bond registrar and paying agent to the registered owner at the registered address.



4. BOOK-ENTRY SYSTEM. Initially, one fully-registered bond for each maturity, in the aggregate amount of such maturity, shall be issued in the name of Cede & Co., as nominee of The Depository Trust Company ("DTC") for the benefit of other parties (the "Participants") in the book-entry-only transfer system of DTC. In the event the County determines that it is in the best interest of the County not to continue the book-entry system of transfer or that the interests of the holders of the bonds might be adversely affected if the book-entry system of transfer is continued, the County may notify DTC and the bond registrar and paying agent, whereupon DTC will notify the Participants of the availability through DTC of bond certificates. In such event, the bond registrar and paying agent shall deliver, transfer and exchange bond certificates as requested by DTC and any Participant or "beneficial owner" in appropriate amounts in accordance with this Bond Resolution. DTC may determine to discontinue providing its services with respect to the bonds at any time by giving notice to the County and the bond registrar and paying agent and discharging its responsibilities with respect thereto under applicable law or the County may determine that DTC is incapable of discharging its duties and may so advise DTC. In either such event, the County shall use reasonable efforts to locate another securities depository. Under such circumstances (if there is no successor securities depository), the County and the bond registrar and paying agent shall be obligated to deliver bond certificates in accordance with the procedures established by this Bond Resolution. In the event bond certificates are issued, the provisions of this Bond Resolution shall apply to, among other things, the transfer and exchange of such certificates and the method of payment of principal of and interest on such certificates. Whenever DTC requests the County and the bond registrar and paying agent to do so, the County and the bond registrar and paying agent shall cooperate with DTC in taking appropriate action after reasonable notice to make available one or more separate certificates evidencing the bonds to any Participant having bonds credited to its DTC account or to arrange for another securities depository to maintain custody of certificates evidencing the bonds.

Notwithstanding any other provision of this Bond Resolution to the contrary, so long as any bond is registered in the name of Cede & Co., as nominee of DTC, all payments with respect to the principal of, interest on and redemption premium, if any, on the bonds and all notices with respect to the bonds shall be made and given, respectively, to DTC. The Controller/Chief Administrative Officer is authorized to sign the Blanket Issuer Letter of Representations on behalf of the County in such form as such official deems necessary or appropriate in order to accomplish the issuance of the bonds in accordance with law and this Bond Resolution.

5. OPTIONAL REDEMPTION. The Bonds may be subject to optional redemption prior to maturity upon such terms and conditions as shall be determined by order of the Controller/Chief Administrative Officer.
6. MANDATORY PRIOR REDEMPTION. If any of the bonds are designated by the original purchaser as term bonds such bonds shall be subject to mandatory prior redemption at par and accrued interest in accordance with the maturity schedule determined by the Controller/Chief Administrative Officer and upon the terms and conditions set forth in the form of bond contained in Section 10 hereof. The bonds to be redeemed shall be selected by lot.



7. BOND REGISTRAR AND PAYING AGENT. The County Controller/Chief Administrative Officer or the County Treasurer shall designate, and may enter into an agreement with, a bond registrar and paying agent for the bonds that shall be a bank or trust company located in the State of Michigan that is qualified to act in such capacity under the laws of the United States of America or the State of Michigan. The County Controller/Chief Administrative Officer or County Treasurer may from time to time as required designate a similarly qualified successor bond registrar and paying agent.
  
8. EXECUTION, AUTHENTICATION AND DELIVERY OF BONDS. The bonds shall be executed in the name of the County by the manual or facsimile signatures of the Chairperson of the Board and the County Clerk and authenticated by the manual signature of an authorized representative of the bond registrar and paying agent, and the seal of the County (or a facsimile thereof) shall be impressed or imprinted on the bonds. After the bonds have been executed and authenticated for delivery to the original purchaser thereof, they shall be delivered by the County Treasurer or the Controller/Chief Administrative Officer to the purchaser upon receipt of the purchase price. Additional bonds bearing the facsimile signatures of the Chairperson of the Board and the County Clerk and upon which the seal of the County (or a facsimile thereof) is impressed or imprinted may be delivered to the bond registrar and paying agent for authentication and delivery in connection with the exchange or transfer of bonds. The bond registrar and paying agent shall indicate on each bond the date of its authentication.
  
9. EXCHANGE AND TRANSFER OF BONDS. Any bond, at the option of the registered owner thereof and upon surrender thereof to the bond registrar and paying agent with a written instrument of transfer satisfactory to the bond registrar and paying agent duly executed by the registered owner or his duly authorized attorney, may be exchanged for bonds of any other authorized denominations of the same aggregate principal amount and maturity date and bearing the same rate of interest as the surrendered bond.

Each bond shall be transferable only upon the books of the County, which shall be kept for that purpose by the bond registrar and paying agent, upon surrender of such bond together with a written instrument of transfer satisfactory to the bond registrar and paying agent duly executed by the registered owner or his duly authorized attorney.

Upon the exchange or transfer of any bond, the bond registrar and paying agent on behalf of the County shall cancel the surrendered bond and shall authenticate and deliver to the transferee a new bond or bonds of any authorized denomination of the same aggregate principal amount and maturity date and bearing the same rate of interest as the surrendered bond. If, at the time the bond registrar and paying agent authenticates and delivers a new bond pursuant to this section, payment of interest on the bonds is in default, the bond registrar and paying agent shall endorse upon the new bond the following: "Payment of interest on this bond is in default. The last date to which interest has been paid is [insert applicable date]."





The County and the bond registrar and paying agent may deem and treat the person in whose name any bond shall be registered upon the books of the County as the absolute owner of such bond, whether such bond shall be overdue or not, for the purpose of receiving payment of the principal of and interest on such bond and for all other purposes, and all payments made to any such registered owner, or upon his order, in accordance with the provisions of Section 3 of this Bond Resolution shall be valid and effectual to satisfy and discharge the liability upon such bond to the extent of the sum or sums so paid, and neither the County nor the bond registrar and paying agent shall be affected by any notice to the contrary. The County agrees to indemnify and save the bond registrar and paying agent harmless from and against any and all loss, cost, charge, expense, judgment or liability incurred by it, acting in good faith and without negligence hereunder, in so treating such registered owner.

For every exchange or transfer of bonds, the County or the bond registrar and paying agent may make a charge sufficient to reimburse it for any tax, fee or other governmental charge required to be paid with respect to such exchange or transfer, which sum or sums shall be paid by the person requesting such exchange or transfer as a condition precedent to the exercise of the privilege of making such exchange or transfer.

- 10. FORM OF BONDS. The bonds shall be in substantially the following form, with such changes as approved by the Controller/Chief Administrative Officer and consistent with the terms of this Bond Resolution:

**UNITED STATES OF AMERICA  
STATE OF MICHIGAN  
COUNTY OF SAGINAW  
LIMITED TAX GENERAL OBLIGATION, SERIES 2019A**

**Interest Rate                      Maturity Date                      Date of Original Issue                      CUSIP**

---

Registered Owner:  
Principal Amount:

---

The County of Saginaw, State of Michigan (the "County"), acknowledges itself indebted to and for value received hereby promises to pay to the Registered Owner identified above, or registered assigns, the Principal Amount set forth above on the Maturity Date specified above, unless redeemed prior thereto as hereinafter provided, upon presentation and surrender of this bond at the corporate trust office of \_\_\_\_\_, \_\_\_\_\_, Michigan, the bond registrar and paying agent, or at such successor bond registrar and paying agent as may be designated pursuant to the Resolution (as hereinafter defined), and to pay to the Registered Owner, as shown on the registration books at the close of business on the 15<sup>th</sup> day of the calendar month preceding the month in which an interest payment is due, by check or draft drawn upon and mailed by the bond registrar and paying agent by first class mail postage prepaid to the Registered Owner at the registered address, interest on



such Principal Amount until the County's obligation with respect to the payment of such Principal Amount is discharged, at the rate per annum specified above. Interest is payable on the first day of \_\_\_\_\_ and \_\_\_\_\_ in each year, commencing on \_\_\_\_\_ 1, 2018. Principal and interest are payable in lawful money of the United States of America. Interest shall be computed on the basis of a 360-day year of twelve 30-day months.

This bond is one of a series of bonds aggregating the principal sum of \_\_\_\_\_ Dollars (\$\_\_\_\_\_) issued by the County under and pursuant to and in full conformity with the Constitution and Statutes of Michigan (especially Act 34, Public Acts of Michigan, 2001, as amended) and a bond authorizing resolution adopted by the Board of Commissioners of the County (the "Resolution") for the purpose of defraying the cost of acquiring, licensing, installing, and replacing capital improvement items to modernize the County's computer and information technology systems, including but not limited to, replacing the County's mainframe with software applications including but not limited to, an enterprise resource planning system to manage county finances, personnel functions and payroll functions and assist with asset management, a court case management system, a probation case management system, a prosecution case management system and a jail management system, and such equipment, materials, programs and information technology necessary or incidental to these purposes, as well as other capital improvement items as determined by the County.

The County has irrevocably pledged its full faith and credit for the prompt payment of the principal of and interest on this bond as the same become due. The principal of and interest on the bonds are payable as a first budget obligation of the County from its general funds. The ability of the County to raise such funds is subject to applicable statutory and constitutional limitations on the taxing power of the County. The amount of taxes necessary to pay the principal of and interest on the bonds, together with the taxes levied for the same year, shall not exceed the limit authorized by law.

This bond is transferable, as provided in the Resolution, only upon the books of the County kept for that purpose by the bond registrar and paying agent, upon the surrender of this bond together with a written instrument of transfer satisfactory to the bond registrar and paying agent duly executed by the Registered Owner or his attorney duly authorized in writing. Upon the exchange or transfer of this bond a new bond or bonds of any authorized denomination, in the same aggregate principal amount and of the same interest rate and maturity, shall be authenticated and delivered to the transferee in exchange therefor as provided in the Resolution, and upon payment of the charges, if any, therein provided. Bonds so authenticated and delivered shall be in the denomination of \$5,000 or any integral multiple thereof not exceeding the aggregate principal amount for each maturity.

The bond registrar and paying agent shall not be required to transfer or exchange bonds or portions of bonds which have been selected for redemption.



MANDATORY PRIOR REDEMPTION

Bonds maturing in the year \_\_\_\_ are subject to mandatory prior redemption at par and accrued interest as follows:

Redemption Date	Principal Amount of Bonds to be Redeemed
-----------------	---

Bonds or portions of bonds to be redeemed by mandatory redemption shall be selected by lot.

(REPEAT IF MORE THAN ONE TERM BOND)

OPTIONAL PRIOR REDEMPTION

Bonds maturing prior to \_\_\_\_\_ 1, 20\_\_, are not subject to redemption prior to maturity. Bonds maturing on and after \_\_\_\_\_ 1, 20\_\_, are subject to redemption prior to maturity at the option of the County, in such order as shall be determined by the County, on any date on or after \_\_\_\_\_ 1, 20\_\_. Bonds may be partially redeemed in any amount. If less than all of the bonds maturing in any year are to be redeemed, the bonds or portions of bonds to be redeemed shall be selected by lot. The redemption price shall be the par value of the bond or portion of the bond called to be redeemed plus interest to the date fixed for redemption.

Not less than thirty nor more than sixty days' notice of redemption shall be given by first-class mail to the registered owners of bonds called to be redeemed at their registered addresses. Failure to receive notice of redemption shall not affect the proceedings for redemption. Bonds or portions of bonds called for redemption shall not bear interest after the date fixed for redemption, provided funds are on hand with the bond registrar and paying agent to redeem the same.

It is hereby certified, recited and declared that all acts, conditions and things required to exist, happen and be performed precedent to and in the issuance of the bonds of this series, existed, have happened and have been performed in due time, form and manner as required by law, and that the total indebtedness of the County, including the series of bonds of which this bond is one, does not exceed any constitutional, statutory or charter limitation.

IN WITNESS WHEREOF, the County of Saginaw, Michigan, by its Board of Commissioners, has caused this bond to be executed in its name by facsimile signatures of the Chairperson of the Board of Commissioners and County Clerk and its corporate seal (or a facsimile thereof) to be impressed or imprinted hereon. This bond shall not be valid unless the Certificate of Authentication has been manually executed by an authorized representative of the bond registrar and paying agent.



COUNTY OF SAGINAW

By: \_\_\_\_\_  
Its: Chairperson, Board of Commissioners

And: \_\_\_\_\_  
Its: Clerk

CERTIFICATE OF AUTHENTICATION

This bond is one of the bonds described in the within mentioned Resolution.

\_\_\_\_\_  
Bond Registrar and Paying Agent

Authentication Date: \_\_\_\_\_, 2019

By: \_\_\_\_\_  
Authorized Representative

**ASSIGNMENT**

For value received, the undersigned hereby sells, assigns and transfers unto \_\_\_\_\_

**(please print or type social security number or taxpayer identification number and name and address of transferee)**

the within bond and all rights thereunder, and does hereby irrevocably constitute and appoint \_\_\_\_\_ attorney to transfer the within bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
**Notice:** The signature to this assignment must correspond with the name as it appears upon the face of the within bond in every particular, without alteration or enlargement or any change whatever. When assignment is made by a guardian, trustee, executor or administrator, an officer of a corporation, or anyone in a representative capacity, proof of his/her capacity to act must accompany the bond.

In the presence of: \_\_\_\_\_

Signature(s) must be guaranteed by an eligible guarantor institution participating in a Securities Transfer Association recognized signature guaranty program.

Signature Guaranteed: \_\_\_\_\_



**[END OF BOND FORM]**

11. SECURITY. The full faith and credit of the County are pledged hereby to the payment of the principal and interest on the bonds authorized by this Bond Resolution. Each year the County shall include in its budget as a first budget obligation an amount sufficient to pay such principal and interest as the same shall become due. The ability of the County to raise funds for the payment of the principal of and interest on the bonds is subject to applicable constitutional and statutory limitations on the taxing power of the County. The amount of taxes necessary to pay the principal of and interest on the bonds, together with the taxes levied for the same year, shall not exceed the limit authorized by law. The proceeds of such taxes (both current and delinquent) shall be deposited as collected into a Principal and Interest Fund that shall be established for the bonds, and until the principal of and the interest on the bonds are paid in full, such proceeds shall be used only for payment of such principal and interest.
12. ESTIMATES OF PERIOD OF USEFULNESS AND COST. The estimated period of usefulness of the Project for which the bonds are to be issued is hereby determined to be ten (10) years and upwards, and the estimated cost of the Project in the amount of \$13,000,000 as submitted to the Board is hereby approved and adopted.
13. USE OF BOND PROCEEDS – CONSTRUCTION FUND. From the proceeds of the sale of the bonds there shall be set aside in the Principal and Interest Fund (i) any accrued interest received from the purchaser of the bonds at the time of delivery of the bonds, (ii) such premium, if any, received from the purchaser of the bonds at the time of delivery of the bonds in such amount as determined by the Controller/Chief Administrative Officer, and (iii) such amount, if any, determined by the Controller/Chief Administrative Officer to pay interest on the Bonds on such date or dates determined by the Controller/Chief Administrative Officer, which interest is hereby capitalized. The remainder of the proceeds of the sale of the bonds shall be set aside in a construction fund and used to pay the costs of issuing the bonds and to acquire and construct the Project.
14. TAX COVENANT. The County covenants to comply with all requirements of the Internal Revenue Code of 1986, as amended (the "Code") necessary to assure that the interest on the bonds will be and will remain excludable from gross income for federal income tax purposes. The County Controller/Chief Administrative Officer and other appropriate officials of the County are authorized to do all things necessary (including the making of such covenants of the County as shall be appropriate) to assure that the interest on the Bonds will be and will remain excludable from gross income for federal income tax purposes.
15. NOT QUALIFIED TAX-EXEMPT OBLIGATIONS. The bonds are not designated as "Qualified Tax-Exempt Obligations" as described in Section 265(b)(3)(B) of the Code.



16. DEFEASANCE. In the event cash or direct obligations of the United States or obligations the principal of and interest on which are guaranteed by the United States, or a combination thereof, the principal of and interest on which, without reinvestment, come due at times and in amounts sufficient to pay, at maturity or irrevocable call for earlier optional redemption, the principal of, redemption premium, if any, and interest on the bonds, or any portion thereof, shall have been deposited in trust, this Bond Resolution shall be defeased with respect to such bonds, and the owners of the bonds shall have no further rights under this Bond Resolution except to receive payment of the principal of, redemption premium, if any, and interest on the bonds from the cash or securities deposited in trust and the interest and gains thereon and to transfer and exchange bonds as provided herein.
  
17. REPLACEMENT OF BONDS. Upon receipt by the County Treasurer of proof of ownership of an unmatured bond, of satisfactory evidence that the bond has been lost, apparently destroyed or wrongfully taken and of security or indemnity that complies with applicable law and is satisfactory to the County Treasurer, the County Treasurer may authorize the bond registrar and paying agent to deliver a new executed bond to replace the bond lost, apparently destroyed or wrongfully taken in compliance with applicable law. In the event an outstanding matured bond is lost, apparently destroyed or wrongfully taken, the County Treasurer may authorize the bond registrar and paying agent to pay the bond without presentation upon the receipt of the same documentation required for the delivery of a replacement bond. The bond registrar and paying agent, for each new bond delivered or paid without presentation as provided above, shall require the payment of expenses, including counsel fees, which may be incurred by the bond registrar and paying agent and the County in the premises. Any bond delivered pursuant to the provisions of this Section 17 in lieu of any bond lost, apparently destroyed or wrongfully taken shall be of the same form and tenor and be secured in the same manner as the bond in substitution for which such bond was delivered.
  
18. APPROVAL OF DEPARTMENT OF TREASURY. The issuance and sale of the bonds shall be subject to permission being granted therefor by the Michigan Department of Treasury pursuant to Act 34, Public Acts of Michigan, 2001, as amended ("Act 34"), unless the County has qualified status pursuant to Act 34, and, if necessary, the Controller/Chief Administrative Officer is authorized and directed to make applications to the Michigan Department of Treasury for permission to issue and sell the bonds as provided by the terms of this Bond Resolution and Act 34.
  
19. SALE, ISSUANCE, DELIVERY, TRANSFER AND EXCHANGE OF BONDS. The Bonds shall be sold pursuant to a negotiated sale in accordance with Act 34. It is hereby determined that such negotiated sale is in the best interests of the County and is calculated to provide the County with the lowest issuance costs and other costs of borrowing money through the issuance of the Bonds. The Controller/Chief Administrative Officer is authorized to negotiate a bond purchase agreement (the "Bond Purchase Agreement") with Robert W. Baird & Co., Inc. at or prior to the time of the sale of the Bonds (the "Underwriter"), on behalf of itself and any such other underwriters as determined by the Controller/Chief Administrative Officer. The Bond Purchase Agreement shall set forth the principal amount of the Bonds, principal maturities and dates, interest rates and interest payment dates, redemption provisions, if any, purchase price to be paid by the Underwriter and compensation to be paid to the Underwriter, as well as such other



terms and provisions as the Controller/Chief Administrative Officer determines to be necessary or appropriate in connection with the sale of the Bonds. The Chairperson of the Board of Commissioners, the County Clerk, the County Treasurer, the Financial Services Manager and the Controller/Chief Administrative Officer are each hereby authorized to do all other things necessary to effectuate the sale, issuance, delivery, transfer and exchange of the Bonds in accordance with the provisions of this Bond Resolution. In making the determination in the order authorizing the sale of the Bonds and in the Bond Purchase Agreement with respect to principal maturities and dates, interest rates, purchase price of the Bonds and compensation to be paid to the Underwriter, the Controller/Chief Administrative Officer shall be limited as follows:

1. The interest rate on any Bond shall not exceed 5% per annum.
  2. The final maturity date of the Bonds shall not be later than ten years from the date of issuance of the Bonds.
  3. The Bonds shall be sold at a price not less than 97% of the par value of the Bonds.
  4. The Underwriter's discount with respect to the Bonds shall not exceed 0.90% of the principal amount of the Bonds.
20. OFFICIAL STATEMENT; CONTINUING DISCLOSURE: The Controller/Chief Administrative Officer is hereby authorized to cause the preparation of a preliminary official statement and a final official statement for the bonds for the purpose of enabling compliance with SEC Rule 15c2-12 (the "Rule") by the successful bidder or bidders and to do all other things necessary to enable compliance with the Rule by the successful bidder or bidders. After the award of the bonds, the County shall provide, on a timely basis and in reasonable quantity as requested by the successful bidder or bidders to enable the successful bidder or bidders to comply with paragraphs (b)(3) and (b)(4) of the Rule and the rules of the Municipal Securities Rulemaking Board.

The Controller/Chief Administrative Officer is hereby authorized to execute and deliver in the name of and on behalf of the County (i) a certificate of the County to comply with the requirement for a continuing disclosure undertaking of the County pursuant to subsection (b)(5) or (d)(2) of the Rule, as applicable, and (ii) amendments to such certificate from time to time in accordance with the terms of such certificate (the certificate and any amendments thereto are collectively referred to herein as the "Continuing Disclosure Certificate"). The County hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate. The remedies for any failure of the County to comply with or carry out the provisions of the Continuing Disclosure Certificate shall be as set forth therein.



- 21. **BOND INSURANCE.** The Controller/Chief Administrative Officer is authorized and directed to take any actions that may be necessary or appropriate to purchase a policy or policies of municipal bond insurance with respect to the bonds to the extent that such officer determines that the purchase of such municipal bond insurance is in the best interests of the County. If the Controller/Chief Administrative Officer makes such a determination, the purchase of a policy or policies and the payment of premiums therefor and the execution by such officer of any necessary commitments with respect thereto are hereby authorized.
  
- 22. **CONFLICTING RESOLUTIONS.** All resolutions and parts of resolutions, insofar as they are in conflict herewith, are rescinded to the extent of the conflict.

**Yeas:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 11*

**TOTAL: - 11**

STATE OF MICHIGAN            )  
   )ss  
 COUNTY OF SAGINAW        )

I, the undersigned, the Clerk of the County of Saginaw, Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted at a regular meeting of the Board of Commissioners of said County held on the 27th day of August, 2019, the original of which resolution is on file in my office. I further certify that notice of said meeting was given in accordance with the provisions of the Open Meetings Act.

Dated: August 27, 2019

**Michael J. Hanley, County Clerk  
County of Saginaw**

**RESOLUTION “F”  
BOARD OF COUNTY COMMISSIONERS  
County Of Saginaw  
State of Michigan**

**Resolution to Purchase, Acquire and Construct Capital Improvements  
and to Publish Notice of Intent to Issue Bonds**

At a regular meeting of the Board of Commissioners of the County of Saginaw, State of Michigan held at Saginaw, Michigan on the 27<sup>th</sup> day of August, 2019.

**PRESENT:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster – 11*





**Commissioner Krafft offered the following resolution and moved for adoption. The motion was seconded by Commissioner Kilpatrick.**

**WHEREAS**, the County of Saginaw (the “County”) proposes to issue its tax-exempt bonds in one or more series (collectively, the “Bonds”) to finance the cost of designing, purchasing, acquiring, constructing and installing capital improvement items, including, but not limited to, the design, acquisition and construction of a new Animal Care and Control facility, as well as all appurtenances, site work, improvements, furnishings, fixtures, and equipment necessary or incidental to these improvements, as well as other capital improvement items as determined by the County (the Project); and,

**WHEREAS**, it is anticipated that the County will advance all or a portion of the costs of the Project prior to the issuance of the Bonds, such advance to be repaid from proceeds of the Bonds upon the issuance thereof; and,

**WHEREAS**, Section 1.150-2 of the Treasury Regulations on Income Tax (the “Reimbursement Regulations”) specifies conditions under which a reimbursement allocation may be treated as an expenditure of bond proceeds, and the County intends by this resolution to qualify amounts advanced by the County to the Project for reimbursement from proceeds of the Bonds in accordance with the requirements of the Reimbursement Regulations.

**NOW, THEREFORE, BE IT RESOLVED** that:

1. The County hereby declares its official intent to issue its limited tax general obligation bonds in one or more series in the aggregate principal amount of not to exceed \$13,000,000 (the “Bonds”) to finance all or part of the cost of the Project. The County hereby declares that it reasonably expects to seek reimbursement for its advances to the Project as anticipated by this resolution. The bonds shall be authorized by proper proceedings subsequent to this resolution.
2. The County Clerk is hereby instructed to publish the notice attached hereto once in a newspaper of general circulation in the County of Saginaw, which notice shall not be less than ¼ page in size in such newspaper.
3. The firm of Dickinson Wright PLLC is employed as bond counsel to the County with respect to the Bonds and Robert W. Baird & Co. Incorporated is hereby appointed as underwriter in connection with the issuance of the bonds.
4. All resolutions and parts of resolutions insofar as they may be in conflict herewith are hereby rescinded.

**Yeas:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 11*

**TOTAL:** - 11



STATE OF MICHIGAN            )  
  )ss  
COUNTY OF SAGINAW        )

I, the undersigned, the Clerk of the County of Saginaw, Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted at a regular meeting of the Board of Commissioners of said County held on the 27th day of August, 2019, the original of which resolution is on file in my office. I further certify that notice of said meeting was given in accordance with the provisions of the Open Meetings Act.

Dated: August 27, 2019

**Michael J. Hanley, County Clerk  
County of Saginaw**

**NOTICE OF INTENT TO ISSUE BONDS BY THE COUNTY OF SAGINAW**

**NOTICE IS HEREBY GIVEN** that the County of Saginaw, Michigan (the “County”), intends to issue limited tax general obligation bonds in one or more series in the aggregate principal amount of not to exceed \$13,000,000 for the purpose of financing the cost of designing, purchasing, acquiring, constructing and installing capital improvement items, including, but not limited to, the design, acquisition and construction of a new Animal Care and Control facility, as well as all appurtenances, site work, improvements, furnishings, fixtures, and equipment necessary or incidental to these improvements, as well as other capital improvement items as determined by the County.

The bonds will bear interest from their date at a rate or rates to be determined upon the sale thereof but in no event to exceed such rates as may be permitted by law.

The bonds will be issued under and pursuant to the provisions of Act 34, Public Acts of Michigan, 2001, as amended (“Act 34”), and the full faith and credit of the County will be pledged to pay the principal of and interest on the bonds as the same shall become due. The County will be obligated, as a first budget obligation, to advance moneys from its general funds or to levy ad valorem taxes on all taxable property within its corporate boundaries to pay the principal of and interest on the bonds as the same shall become due to the extent that other funds are not available for such purpose; provided, however, that the ability of the County to raise such moneys is subject to applicable constitutional and statutory limitations on the taxing power of the County.

**RIGHT TO PETITION FOR REFERENDUM**

This notice is given, by order of the Board of Commissioners of the County, to and for the benefit of the electors of the County in order to inform them of their right to petition for a referendum upon the question of the issuance of the aforesaid bonds. The bonds will be issued, without submitting such a question to a vote of the electors, unless within 45 days after the date of publication of this notice a petition requesting a referendum upon such question, signed by not less than 10% or 15,000 of the registered electors residing within the County, whichever is the lesser, shall have been filed with the undersigned County Clerk. In the event that such a petition is filed, the bonds will not be issued unless



and until the issuance thereof shall have been approved by the vote of a majority of the electors of the County qualified to vote and voting thereon at a general or special election.

### **FURTHER INFORMATION**

Further information relative to the issuance of said bonds, the improvements to be financed by proceeds of the bonds and the subject matter of this notice may be secured at the office of the County Clerk of the County of Saginaw, 111 South Michigan Avenue, Saginaw, Michigan 48602.

This notice is given pursuant to the provisions of Act 34, Public Acts of Michigan, 2001, as amended.

**Michael J. Hanley, Saginaw County Clerk**

### **ELECTIONS**

*None*

### **APPOINTMENTS**

- Chairman Webster appointed **Mary Speaker** (District #1) to the **Commission on Aging** to fill a vacancy with a term to expire December 31, 2019
- Chairman Webster appointed **Gerald Kariem** to the **Economic Development Corporation** to fill a vacancy with a term to expire April 1, 2023

### **ANNOUNCEMENTS BY THE CHAIR**

- ❖ Chairman Webster recognized the July recess and taking that time to reflect on the last six (6) months and our accomplishments. Commissioners had some great ideas to engage employees that he agreed with and we recognized employees with department visits (with cupcakes!) and held a New Employee Reception with approximately 65 employees. We also held a bike give-away, a pancake breakfast, and a summer celebration at *Party on McCarty* where we handed out business cards with the saying – “Hi, Hello, How Are You?” Chairman Webster mentioned the book *The Go-Giver* and how it is being passed around to employees and he read a Thank You note received from Probate Court employees thanking the Board of Commissioners for closing Saginaw County offices on July 5<sup>th</sup> to extend the 4<sup>th</sup> of July holiday.

### **COMMISSIONER AUDIENCES**

- ◆ Commissioner Krafft invited everyone to Frankenmuth Auto Fest from September 6 – 8, 2019 beginning downtown on Friday and then moving to the Harvey Kern Pavilion in Heritage Park. In addition to over 2,500 classic cars, there is food, fun and entertainment all weekend.
- ◆ Commissioner Matthews invited everyone to Morley Plaza this Saturday, August 31, 2019, where approximately 350 backpacks, school supplies and personal items will be given away for those in need. Saginaw County Commissioners, elected officials and administrative staff financially supported this effort.



***By Commissioner Harris, seconded by Commissioner Dwan: That the Board adjourn. Motion carried. Thereupon, the Board adjourned at 6:00 p.m.***

Respectfully Submitted,

**SAGINAW COUNTY BOARD OF COMMISSIONERS**

**MICHAEL A. WEBSTER, CHAIRMAN**

**MICHAEL J. HANLEY, CLERK**

Prepared by: Suzy Koeplinger, Deputy County Clerk



OFFICIAL PROCEEDINGS  
OF THE  
*Board of Commissioners*  
OF SAGINAW COUNTY, MICHIGAN



SEPTEMBER SESSION 2019

**F**irst Day of the September Session of the Board of Commissioners of Saginaw County, Michigan, held Tuesday, September 17, 2019. The Board met pursuant to adjournment at 5:00 p.m. with the Honorable Michael A. Webster in the Chair. Deputy Clerk Suzy Koeplinger took roll, quorum present as follows:

**PRESENT:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O'Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 11*

**ABSENT:** - 0

**TOTAL:** - 11

Chairman Webster asked for a moment of silence for Richard (Dick) Gruber, former Saginaw County Equalization Director, who recently passed away. Commissioner Theisen gave the invocation before leading the Pledge of Allegiance to the Flag.

CLERK'S CALL OF SESSION

September 6, 2019

TO: SAGINAW COUNTY BOARD OF COMMISSIONERS

RE: Notice of September 17, 2019 Board Session

Honorable Commissioners:

The Saginaw County Board of Commissioners will convene for its First Day's Session on Tuesday, September 17, 2019 at 5:00 p.m. in the Board Chambers, Second Floor - Room 200, Saginaw County Governmental Center, Saginaw, Michigan.

Respectfully Submitted,

Michael J. Hanley, County Clerk

***By the Chair: That the Notice of Meeting from the County Clerk be received and filed, if there are no objections. The Chair hears none; it is so ordered.***



## APPROVAL OF MINUTES

Commissioner Kilpatrick moved, seconded by Commissioner Matthews, to approve the August 27, 2019 Board Session Minutes. Motion carried.

## FOIA DENIAL APPEAL

The Chair announced that County Civil Counsel recommended the Board issue written notice to *Trisha Szappan* reversing the disclosure denial in part and upholding the disclosure denial in part of her Freedom of Information Act request. He asked for a motion to concur. ***Commissioner Krafft moved, seconded by Commissioner Hadsall, to reverse the disclosure denial in part and uphold the disclosure denial in part and issue written notice to Trisha Szappan. Motion carried.***

## AUDIENCES

- ❖ Bob Brown, Executive Director, Region VII Area Agency on Aging (AAA), presented information on the origins of the Older Americans Act (OAA) and state/regional AAAs, which provide funding for multiple programs for older adults. Programs include nutrition, transportation, evidence-based and in-home services, among many others.
- ❖ Amy Bartels Roe, Director, Mustard Seed Shelter, 1325 Cherry St., Saginaw, MI announced its October “Broom Drive” to benefit six (6) shelters, sponsored in part by the Saginaw County Register of Deeds (ROD) Office. Donations of brooms/dustpans, mops/buckets, cleaning products, etc. will be accepted throughout the month of October either at the shelter or ROD Office.
- ❖ Commissioner O’Neal presented Dan Houston, Lion’s Club, with a Certificate In Memory of Mr. Willie James Underwood. Mr. Houston thanked the Board of Commissioners and stated he would share the honor with the family of Mr. Underwood and members of the Lions Club, First Ward Community Center’s Old Timers Club, and the Alabama Reunion Club.
- ❖ Commissioner O’Neal presented a Certificate of Recognition and the WAVE Award to Simone Vaughn, Miss Saginaw County 2020, along with her mother, Diane Henderson. As the first recipient of the WAVE Award, and only the second black Miss Saginaw County, Ms. Vaughn thanked the Board of Commissioners for the honor and shared with commissioners her advocacy with homelessness and with a clothing drive at SVSU.
- ❖ Undersheriff Gomez provided an update on his health and returning to work after undergoing an unplanned triple bypass in June. He also announced the annual Sheriff’s Office “Trunk or Treat” on Sunday, October 27, 2019 from 2:00 p.m. – 4:00 p.m. in the Courthouse parking lot.
- ❖ Jonathan Block, General Manager, TheDow Event Center & Huntington Event Park, spoke on the millage renewal and increase scheduled for the March 2020 county-wide ballot and provided information on the capital improvements necessary to sustain the facilities long-term.
- ❖ Chairman Webster presented a Proclamation for Cybersecurity Awareness Month to Michelle Goist, Project Manager, Saginaw County Information Technology.



## LAUDATORY RESOLUTIONS

- Certificate of Recognition to Frankenmuth Woolen Mill on its 125<sup>th</sup> Anniversary
- Certificate of Recognition to the Saginaw Branch of the NAACP on its 100<sup>th</sup> Anniversary
- Certificate of Recognition to Zion Missionary Baptist Church on its 150<sup>th</sup> Anniversary
- Certificate of Recognition to Simone Vaughn, Miss Saginaw County 2020
- Certificate In Memory of Willie James Underwood
- Certificate In Memory of Phillip Grimaldi presented at the Saginaw YMCA

### CERTIFICATE OF RECOGNITION

125 Years

Frankenmuth Woolen Mill

**The Frankenmuth Woolen Mill** started in 1894 to serve the local community of sheep farmers. Dirty wool was cleaned and processed to make mittens and hats to keep Michiganders warm through the winter. During WWI the Woolen Mill was rewarded a government contract to knit 66,000 pair of socks for the dough boys in Europe, putting the business on the map and becoming Frankenmuth's largest employer at the time. Today, while the Frankenmuth Woolen Mill isn't making socks anymore, they are using the same building and processing the wool the same way on the same machinery that they did over 125 years ago.

**The wool is soft.** That's because of the type of sheep that's sheared – sheep that grow fine wool. They purchase dirty wool from certified Climate Beneficial ranchers in bales of 500 pounds each to make their products. Customers also send their wool to the Mill from across the Nation to be processed. They've received hair from llamas, alpacas, camels, and buffalo to name a few, in addition to sheep's wool. If somebody brings in their own wool, the Mill will process it and they will guarantee that they will get their own wool back after processing.

**The Woolen Mill** creates a variety of products: pillows, mattress pads, dryer balls, etc. You can often find people peeking through the shops back window witnessing part of the process. There they will see the Carding Machine that hasn't moved from that spot since the 1930s. Many people are unaware of the health benefits of wool. Wool is good for achy joints, fibromyalgia, and also helps people with allergies as wool repels dust mites.

**The Frankenmuth Woolen Mill** cares about what they do and for each other and has a team of under 20 people. They process the wool today like they did in the 1800s. They're working in history and making new things.

**The Saginaw County Board of Commissioners** congratulates the Frankenmuth Woolen Mill on its 125<sup>th</sup> year anniversary.

Respectfully Submitted,  
**Saginaw County**  
**Board of Commissioners**  
Michael A. Webster  
Chairman, District #11

Presented: September 12, 2019  
Adopted: September 17, 2019

Dennis H. Krafft  
Commissioner, District #8



**CERTIFICATE OF RECOGNITION  
NAACP – Saginaw Branch  
100<sup>th</sup> Anniversary Celebration**

*“The worker must work for the glory of his handiwork, not simply for pay;  
the thinker must think for truth, not for fame.” -W.E.B. Dubois*

**The Saginaw County Board of Commissioners** pays tribute to the NAACP Saginaw Branch in celebrating 100 years fighting for freedom and equality in the Saginaw community.

**It is with** well wishes and support that we acknowledge the significance of your 49th Annual Freedom Fund Dinner and its impact on our community by bringing together a melting pot of diverse participants throughout our region. This gala event serves as a constant reminder that there is work yet to be done in the fight for freedom and equality for all of mankind.

**We not only join you** in celebrating 100 years of commitment to your efforts in Saginaw, but also acknowledge the 400<sup>th</sup> year Anniversary of the Transatlantic Slave Trade and the coincidental significance of these two events in our history. There is something about the number 19, from 1619-2019 and from 1919-2019, the number 19 represents the beginning or closing of a season of time. It is an auspicious number associated with success and honor.

**We applaud** the NAACP-led delegation of nearly 300 African Americans who journeyed this past August from Jamestown, Virginia to Jamestown, Ghana to reconnect with their African roots and commemorate the Year of the Return. As the delegation wandered from chamber to chamber, hanging on to every word as the guide narrated the painful history of the ground they walked on, the agony in the air was almost tangible.

**“This has been** the most life-changing moment of my life,” whispered an elderly woman to her daughter as they exited the female dungeons and walked toward the Door of No Return – the last port of exit before slaves were taken away from their homeland forever. On the other side of the door stood a placard that read, ‘Door of Return.’

**“They called this the ‘Door of No Return,’”** said one of the tour guides. “They didn’t want you to come back but look at us now. You have returned. You have survived, and you have returned to us.”

**On behalf of the Saginaw County Board of Commissioners** we salute you on 100 years of success.

Respectfully Submitted,  
**Saginaw County**  
Board of Commissioners  
Michael A. Webster  
Chairman, District #11

Presented: September 22, 2019  
Adopted: September 17, 2019





**CERTIFICATE OF RECOGNITION  
Zion Missionary Baptist Church  
150th Anniversary**

**During the month of October 2019**

The Zion Missionary Baptist Church  
will celebrate its 150<sup>th</sup> Anniversary  
at 721 Johnson Ave., Saginaw, MI

**One hundred fifty years ago**, a small group of faithful African-American followers of Jesus Christ came together for the purpose of establishing a place of worship. The charter members of the church purchased a building constructed by James S. Webber for \$600. The members faced many challenges over the years and with faith and courage they conquered them together.

**Zion's mission statement** and goals are exemplified in its many ministries. In addition to the long-standing ministries, several new ministries were established under Pastor Smith. They were Media, Drama, Prayer Shawl, Shepherding, and Youth.

**The Saginaw County Board of Commissioners** congratulates Zion Missionary Baptist Church on 150 years in our community along with its contributions and achievements to the residents of Saginaw County. Cheers to 150 more years for your church on the corner of Johnson and Roosevelt Austin Ave.!

Respectfully Submitted,  
**Saginaw County  
Board of Commissioners**  
Michael A. Webster  
Chair, District #11

Adopted: September 17, 2019

**Saginaw County WAVE Award  
Simone Vaughn**

**The Saginaw County Board of Commissioners** recognizes **Simone Vaughn** with the **WAVE Award**, standing for **Work\*Achievement\*Valiant\*Effort**, to highlight excellence at work and in our community. Every day, extraordinary **Actions** and **Efforts** are performed by our residents, employees and at-large members of our community. It is the goal of the **WAVE Award** that the hard work and dedication of these individuals is truly noticed.

**Simone Vaughn** has distinguished herself in being nominated as the first Saginaw County recipient of this award. Simone Vaughn, Miss Saginaw County 2020, has a degree in communications and is furthering her education at Saginaw Valley State University studying communications and black studies. She is a model, national auto show spokesmodel for Ford Motor Company and motivational speaker. But above all, this 22-year-old is an activist. She spends countless hours speaking at events, schools and local programs raising the awareness about homelessness, mental health and many other issues that are sometimes unseen within our youth and our community.

**The Saginaw County Board of Commissioners** celebrates your **Valiant Effort** in all that you do to empower our community to live up to its promise. You are truly making WAVES!



Respectfully Submitted,  
**Saginaw County**  
**Board of Commissioners**  
Michael A. Webster  
Chairman, District #11

Presented & Adopted: September 17, 2019

Amos O’Neal  
Commissioner, District #9

**CERTIFICATE OF RECOGNITION**  
**In Memory of Willie James Underwood**

**A Go-Giver is** simply a person who has learned to shift their focus from getting to giving. Giving means constantly and consistently providing value to others. It’s not only a nice way to live life, but a very financially profitable way, as well. Meet Willie James Underwood, a true Go-Giver.

**Willie was a resident of Saginaw, Michigan** since 1952. From the minute he landed in Saginaw, he hit the ground running. Willie was a dedicated and faithful member of Tabernacle Missionary Baptist Church where he sang in the Male Chorus for 60 years. He worked at General Motors – Grey Iron Metal Casting Plant in Saginaw, Michigan retiring as a supervisor. On top of that, he was also a 41 year member of the Lions Club where he served as President from 2004 – 2005. Willie and Mattie Calhoun were the founders of the Alabama Reunion Club and served as Treasurer for 38 years. He was also a member of the First Ward Community Center’s Old Timers Club where he once utilized the center as a child and, as an adult, went back to give back. Even though Willie was involved in so many things, he still helped others and had fun. Willie loved to bar-b-que and won several awards at the Buena Vista Cook-Off!

**Willie motivated others** to get involved and empowered them to make their community a better place to live. He touched people’s lives in a way that they all felt important.

**The greatest legacy** one can pass on to one’s children and grandchildren are not money or other material things accumulated in one’s life, but rather a legacy of character and faith. His family is rich with his legacy!

**The Saginaw County Board of Commissioners** extends its sympathies to the family of Willie James Underwood. May we always celebrate Willie as we strive to live up to the passion he exhibited toward our community.

Respectfully Submitted,  
**Saginaw County**  
**Board of Commissioners**  
Michael A. Webster  
Chairman, District #11

Presented & Adopted: September 17, 2019

Amos O’Neal  
Commissioner, District #9



**CERTIFICATE OF RECOGNITION  
In Memory of Philip Grimaldi**

*“Life is good, treasure the moments!” – Philip Grimaldi*

**Phillip Grimaldi was a strong advocate for Saginaw.** His accomplishments are so great that they are woven in the very fiber that makes up the city. Saginaw County was blessed to have Phil as its Associate Planner for 13 years. He served on the Saginaw County Community Mental Health Authority for 20+ years and a committee member for the Economic Development Corporation. He was a member of the Lions Club for 40+ years and aided in coordinating the Little Brown Jug event. Phil was also involved with numerous committees in Saginaw.

**Phil was like Norm from Cheers.** He was involved in so much that no matter where he went, everyone knew his name! If Phil saw a new employee working at the County he took the time to get to know them and remember what they talked about. When the Board of Commissioners Staff first heard of Phil’s passing, the one thing each of them said was how Phil had such a positive outlook on life. He always took the time to talk to each of them and truly *listened* to what they had to say. He remembered their kids and what sports they were in, their family, their animals, and if they had a problem he’d help them if he could. He made them laugh and gave them sound advice on different ways to look at life or how to tackle the problem in a different way. Many courthouse employees arrive to work at the same time. Many have stated how they miss walking up the front steps of the courthouse with Phil every morning. They remember Phil crossing the road with that crazy hair of his, a big smile on his face with a bounce in his step.

**His spirit and positive attitude was contagious.** He was a true Go-Giver. “A Go-Giver is simply a person who has learned to shift their focus from getting to giving. Giving, touching other’s lies, expanding the circle of our concern to include others, being authentic and being always open to receiving as well as giving. The most valuable gift you have to offer is yourself. Sometimes the most influential thing we can do is listen,” Bob Burg, *The Go-Giver*. That was Phil!

**The Saginaw County Board of Commissioners** extends its sympathies to the family of Philip Grimaldi. Saginaw County has not only lost a good man with a wealth of knowledge, his fellow workers have lost a kind, generous, positive man who brought laughter and sunshine to their lives. May we always celebrate Philip as we strive to live up to the passion he exhibited towards our community. What a great guy!

Respectfully Submitted,  
**Saginaw County**  
**Board of Commissioners**  
Michael A. Webster  
Chairman, District #11

Presented: September 18, 2019  
Adopted: September 17, 2019



## PETITIONS AND COMMUNICATIONS

By the Chair: That the following communications received by the Board of Commissioners were referred as designated, if there are no objections. The Chair hears none; it is so ordered.

- 9-17-1 COUNTY CLERK** sending the list of nominees selected by the respective political parties for filling upcoming vacancies on the Board of Canvassers. *(Distributed to all Commissioners)*  
-- Receive & File/Election *(By Ballot)*
- 9-17-2 PURCHASING/RISK MANAGER** submitting the Saginaw County PNC Credit Card Statement and Detailed Charges for June, 2019.  
-- Budget/Audit *(Receive & File)*
- 9-17-3 COMMISSION ON AGING** requesting waiver of the hiring freeze and approval to fill the position of **Kitchen Assistant** (PT).  
-- Labor Relations **(9-17-5.1)**
- 9-17-4 MAINTENANCE** submitting information on a Facility Assessment of the County Office Building/Courthouse, Sheriff Administration, Juvenile Detention, Mosquito Control, Commission on Aging and Marie Davis Senior Center.  
-- County Services - Budget/Audit *(Receive & File)*
- 9-17-5 TREASURER** requesting an increase of the FY 2019 Accommodations Budget by increasing the total budget to \$3,188,000 due to a projected shortfall from an increased amount collected for prior year accommodation taxes collected during the current fiscal year.  
-- Budget/Audit **(9-17-4.3)**
- 9-17-6 CITY OF SAGINAW** sending notice of a Public Hearing on a request from Hausbeck Pickle Co., Inc. for an Industrial Facilities Tax Exemption Certificate for the property at 1820 Hess St., Saginaw, MI.  
-- County Services *(Receive & File)*
- 9-17-7 SAGINAW COUNTY COMMUNITY MENTAL HEALTH AUTHORITY** submitting its 2018/2019 Annual Community Report.  
-- Human Services *(Receive & File)*
- 9-17-8 COUNTY CLERK** requesting waiver of the hiring freeze and approval to fill the position of **Circuit Court File Clerk**.  
-- Labor Relations *(Withdrawn)*
- 9-17-9 MICHIGAN INSTITUTE OF FORENSIC SCIENCE & MEDICINE (MIFSM)** submitting a proposal to take over all services required of the Medical Examiner Office and to formulate a contract between Saginaw County and MIFSM.  
-- Courts & Public Safety
- 9-17-10 FRANKENMUTH CONVENTION & VISITORS BUREAU** requesting approval of its annual budget prior to start of its fiscal year and in accordance with a Management Agreement.  
-- County Services **(9-17-3.1)**
- 9-17-11 PURCHASING/RISK MANAGER** requesting amendment of the FY 2019 Risk Management Budget in the amount of \$350,000 to account for revenue and expense adjustments due to property damage claims.  
-- Budget/Audit **(9-17-4.2)**



- 9-17-12      PARKS & RECREATION** requesting approval of language for renewal of the County Parks & Recreation millage for six additional years (2021 – 2026) for placement on the March 2020 Primary Election ballot.  
--      County Services **(9-17-3.2)**
- 9-17-13      MSU EXTENSION** requesting approval of new millage language for placement on the March 2020 county-wide ballot of up to 0.1 mill to raise up to \$468,000 in the first year for the purpose of providing for community education programs.  
--      Human Services **(9-17-1.1)**
- 9-17-14      CONTROLLER/CAO** submitting a Status Report on the Saginaw County Adult Detention & Sheriff Administration Building Project.  
--      Courts & Public Safety *(Receive & File)*
- 9-17-15      TREASURER/CONTROLLER** sending the electronic transactions and voucher payments transmittal form for the month of July 2019.  
--      Budget/Audit **(9-17-4.1)**
- 9-17-16      THE DOW EVENT CENTER** requesting approval of language for renewal and increase of the County Event Center millage for ten additional years (2021 – 2030) for placement on the March 2020 Primary Election ballot.  
--      County Services **(9-17-3.3)**
- 9-17-17      CONTROLLER/FINANCE DIRECTOR** submitting Draft #3 of the FY 2020 Budget which contains the finalized Indirect & IT cost allocation plans.  
--      Budget/Audit ***(Unfinished Business – Budget Resolutions)***
- 9-17-18      BOARD COORDINATOR** requesting amendment of the FY 2019 Budget of the Board of Commissioners using fund balance to account for a livestock claim, strategic planning, and capital improvements.  
--      Budget/Audit **(9-17-4.4)**
- 9-17-19      PERSONNEL DIRECTOR** submitting the August 2019 Employment Status Report.  
--      Labor Relations *(Receive & File)*
- 9-17-20      PERSONNEL DIRECTOR** requesting discussion on County Policy #135, “Employee Combined Charitable Campaign Policy.”  
--      Labor Relations *(Receive & File)*
- 9-17-21      CONTROLLER/CAO** requesting approval to continue the hiring freeze for FY 2020 with exceptions for positions that are required by statute.  
--      Labor Relations **(9-17-5.2)**
- 9-17-22      FINANCE DIRECTOR** requesting waiver of the hiring freeze and approval to fill the positions of **Accountant I/II and Assistant Finance Director**.  
--      Labor Relations **(9-17-5.1)**
- 9-17-23      ANIMAL CARE & CONTROL** requesting waiver of the hiring freeze and approval to fill the position of **Kennel Technician** (PT).  
--      Labor Relations **(9-17-5.1)**
- 9-17-24      ANIMAL CARE & CONTROL** requesting adjustments to the SCACC FY 2019 Budget totaling \$98,000.  
--      Executive **(9-17-6.1)**



**9-17-25 SHERIFF** requesting an increase to the Sheriff Administration Fund FY 2019 Budget in the amount of \$15,000 to cover the temporary increase in costs of paying for the gas and electric at the current and new jail facilities.

-- Executive **(9-17-6.2)**

**9-17-26 PROSECUTOR** requesting waiver of the hiring freeze and approval to fill the position of **Legal Specialist I – File Room Clerk.**

-- Labor Relations **(9-17-5.1)**

**9-17-27 PUBLIC WORKS** requesting an increase in its FY 2019 Budget in the amount of \$4,000 to cover various operating line items.

-- Executive **(9-17-6.3)**

**9-17-28 BOARD COORDINATOR** informing commissioners that the following informational communications were received in the Board Office and are available for review:

A. **Arenac County** Board of Commissioners opposes legislation to prevent County Commissioner Candidates from disclosing their party affiliation on ballots provided to Michigan voters.

B. **Bay County** Board of Commissioners requests that Governor Whitmer, State Senate, and State House of Representatives support legislative efforts to phase out the local community mental health fund obligations included in Section 928 from future State Appropriate Act requirements.

C. **Bay County** Board of Commissioners strongly opposes the inclusion of 298 pilots in the proposed Medicated Waiver amendment applications and urges that the Michigan Department of Health and Human Services (MDHHS) reject the 298 proposals and instead, continue to pursue healthcare integration efforts that are consistent with state law and build on the existing state and county partnership for public mental health services.

D. **Wexford County** Board of Commissioners urges Governor Whitmer, Department of Health and Human Services Director Robert Gordon, and members of the State Legislature in response to a critical shortage of in-patient state psychiatric beds, continue with the construction of a new 200-bed, state psychiatric hospital on the grounds of the current Caro Center, in Tuscola County, as the best option for quality, accessible services to patients and their families, and as the best value to the taxpayers of Michigan and prevent devastating negative repercussions to businesses, schools, and families living in communities throughout this region of the state.

E. **Gratiot County** Board of Commissioners urges compliance with the plain language of MCL 35.623a, and calls upon the State Legislature and Governor Whitmer to fully fund the County Veterans Service Fund Grant in FY 2020 and beyond.

F. **Bay County** Board of Commissioners urges Governor Whitmer, Department of Health and Human Services Director Robert Gordon, and members of the State Legislature in response to a critical shortage of in-patient state psychiatric beds, continue with the construction of a new 200-bed, state psychiatric hospital on the grounds of the current Caro Center, in Tuscola County, as the best option for quality, accessible services to patients and their families, and as the best value to the taxpayers of Michigan and prevent devastating negative repercussions to businesses, schools, and families living in communities throughout this region of the state.

G. **Bay County** Board of Commissioners calls on the Trump administration to submit a federal budget that realistically funds the future of our children and supports the ambitions of education leaders.

H. **Wexford County** Board of Commissioners opposes slashing federal funding for the Great Lakes Restoration Initiative.

I. **Livingston County** Board of Commissioners opposes legislation to prevent County Commissioner Candidates from disclosing their party affiliation on ballots provided to Michigan voters.



J. **Charlevoix County** Board of Commissioners urges our legislators to commence the process of revising the Medicare Prescription Drug Bill of 2003 to allow negotiating lower drug prices and importation of identical, less costly, drugs from Canada and elsewhere.

K. **Huron County** Board of Commissioners strongly oppose the Trial Court Funding Commission Interim Report dated April 8, 2019, believing it is imperative to maintain local control and accountability because that is how constituents are best served, and encourage the other 82 Michigan Counties to join us.

L. **Huron County** Board of Commissioners strongly supports the withholding of local Huron County funding from the PIHP for the purposes of increasing the Medicaid capitation rate of the PIHP and strongly supports the use of local county funds for local community mental health services as provided for under the Michigan Constitution and Michigan Mental Health Code and that the State Senate and House of Representatives ensure that the current level of Medicaid funding is not negatively impacted by the removal of Section 928.

M. **Charlevoix County** Board of Commissioners opposes any reduction of federal funding for the Great Lakes Restoration Initiative.

N. **Wexford County** Board of opposes legislation to prevent County Commissioner Candidates from disclosing their party affiliation on ballots provided to Michigan voters.

O. **Eaton County** Board of Commissioners requests the Department of Health and Human Services to change its administrative interpretation of the regulations to allow for the reimbursement of its Safety Sitter Program for it to adequately meet its long-term care requirements; and that reimbursement of the costs determined to be ineligible for FY 13, 14, 15, 16 be waived.

P. **Marquette County** Board of Commissioners opposes legislation to prevent County Commissioner Candidates from disclosing their party affiliation on ballots provided to Michigan voters.

Q. **Baraga County** Board of Commissioners opposes the Trial Court Funding Commission Interim Report dated April 8, 2019, believing it is imperative to maintain local control and accountability because that is how constituents are best served, and encourage the other 82 Michigan Counties to join us.

R. **Baraga County** Board of Commissioners support providing Michigan voters with full information about their candidates for County Commissioner, and hereby oppose forcing a candidate for County Commissioner to run as a “non-partisan” candidate.

S. **Baraga County** Board of Commissioners joins with other Michigan Counties in extending its support for Enbridge’s proposed tunnel replacement project and urges the State of Michigan to work with Enbridge to complete the tunnel project as quickly as possible and not disrupt Line 5 service before the tunnel can be complete.

---Receive & File

## INITIATORY MOTIONS

- Dwan moved, seconded by Kilpatrick, that in the interest of transparency to Saginaw County Taxpayers, to release to the public all legal opinions, (past, present, and future) which address whether the Saginaw County Judges are employees of the County of Saginaw or the State of Michigan. It is past time to have an honest discussion and conclusion to this uncertainty. **After discussion, Dwan moved, seconded by Harris, to amend the motion to include only past and present legal opinions. The motion on the amendment carried with No votes recorded for Hadsall, O’Neal and Stack. The main motion, as amended, failed by the following vote:**  
**Yes – Harris, Dwan, Kilpatrick – 3**  
**No – Theisen, Hadsall, Krafft, O’Neal, Ruth, Stack, Matthews, Webster – 8**



- Theisen moved, seconded by Krafft, for waiver of the hiring freeze and approval to fill the position of Assistant Prosecuting Attorney I, contingent upon approval of Draft #3 of the Fiscal Year 2020 County Budget presented under Unfinished Business. ***The motion carried by the following vote:***  
***Yes – Harris, Hadsall, Krafft, O’Neal, Ruth, Stack, Matthews, Theisen, Webster – 9***  
***No – Dwan, Kilpatrick – 2***
  
- Matthews moved, seconded by Stack, to approve closure of the Saginaw County Governmental Center and all other applicable County facilities at 4:00 p.m. on Thursday, October 31, 2019 to allow employees and their families time to prepare for Halloween-related events and to make the streets a little safer for Trick-or-Treating. ***The motion carried by following vote:***  
***Yes – Hadsall, O’Neal, Stack, Kilpatrick, Matthews, Theisen, Harris, Webster – 8***  
***No – Krafft, Ruth, Dwan – 3***

## REPORTS OF COMMITTEES

### 1. Human Services Committee – A. O’Neal, Chair; J. Theisen, Vice-Chair

1.1) **MSU EXTENSION**, re: Approval of proposed millage language for placement on the March 2020 county-wide ballot

- ***O’Neal moved, seconded by Krafft, to approve 1.1. Motion carried with Nay votes recorded for Dwan and Harris.***

**FROM: COMMITTEE ON HUMAN SERVICES – 1.1**

**SEPTEMBER 17, 2019**

Your committee considered Communication No. 9-17-13 from **Mark J. Rankin, District 9 Director, MSU Extension**, requesting approval of revised millage language for placement on the March 2020 county-wide ballot of up to 0.1 mill which would raise up to \$468,000 in the first year for the purpose of providing for community education programs.

We met with Mr. Rankin who provided ballot language approved by Civil Counsel.

“Shall the County of Saginaw, Michigan (County) impose an increase in its levy of general ad valorem taxes which may be imposed for all purposes upon real and personal property in the County, as provided in Article 9 Section 6 of the Michigan Constitution of 1963, as amended, which will result in an increase of up to 0.1 mill (\$0.10 per \$1000) of the taxable valuation of such property as finally equalized for a period of ten (10) years, 2020 through 2029, both inclusive, which increased levy is estimated to raise up to \$497,000 in the first year, for the purpose of providing funding for educational programs supported by MSUE such as: 4-H youth development, Master Gardener, urban agriculture, agriculture/agribusiness, health and nutrition, natural resources, veteran services, and other community education programs through a contract with Michigan State University Extension?”

We recommend approval of new millage language as reviewed, modified and approved by Civil Counsel, and direct the County Clerk to place the question before the electorate on the March 2020 county-wide ballot.





Respectfully Submitted,  
**COMMITTEE ON HUMAN SERVICES**

Amos O’Neal, Chair  
Sheldon Matthews  
Carl E. Ruth

James G. Theisen, Vice-Chair  
Michael A. Webster

2. **Courts and Public Safety Committee – C. Hadsall, Chair; K. Kilpatrick, Vice-Chair**  
None
  
3. **County Services Committee – C. Stack, Chair; C. Hadsall, Vice-Chair**
  - 3.1) **FRANKENMUTH CVB**, re: Approval of FY 2020 Annual Budget
  - 3.2) **PARKS & RECREATION**, re: Approval of proposed millage language for placement on the March 2020 county-wide ballot
  - 3.3) **EVENT CENTER**, re: Approval of proposed millage language for placement on the March 2020 county-wide ballot
  - ***Stack moved, seconded by Matthews, to approve 3.1 – 3.3 leaving room for exceptions. Harris excepted 3.2 and 3.3 for discussion, Dwan excepted 3.3 for discussion and the motion carried as to 3.1.***
  - ***Commissioner Harris stated his constituents are not in favor of the Parks & Recreation millage or the Event Center millage and reached out to him to voice their opposition. Commissioner Dwan stated she will not support the Event Center millage increase due to the fact it is doubled and that if it was a renewal she would support it. After discussion, the motion carried as to 3.2 with a Nay vote recorded for Harris and the motion carried as to 3.3 with Nay votes recorded for Dwan and Harris.***

**FROM: COMMITTEE ON COUNTY SERVICES – 3.1**

**SEPTEMBER 17, 2019**

Your committee considered Communication No. 9-17-10 from **Jamie Furbush, President/CEO, Frankenmuth Convention & Visitors Bureau**, requesting approval of its annual budget prior to start of its fiscal year and in accordance with the Management Agreement.

We met with Ms. Furbush who explained the annual budget of the Frankenmuth Convention & Visitors Bureau was submitted in accordance with the Management Agreement adopted by the Board of Commissioners on November 14, 2000.

We recommend approval of the FY 2020 Frankenmuth Convention & Visitors Bureau budget as presented.

Respectfully Submitted,  
**COMMITTEE ON COUNTY SERVICES**

Charles M. Stack, Chair  
Kyle R. Harris  
Michael A. Webster

Cheryl M. Hadsall, Vice-Chair  
Dennis H. Krafft



**FROM: COMMITTEE ON COUNTY SERVICES – 3.2**

**SEPTEMBER 17, 2019**

Your committee considered Communication No. 9-17-12 from **Brian Keenan-Lechel, Director, Parks & Recreation**, requesting approval of revised millage language for renewal of the County Parks & Recreation millage for six additional years (2021-2026) for placement on the March 2020 Primary Election ballot.

We met with Mr. Keenan-Lechel who provided the ballot language, as follows:

*“Shall the County of Saginaw Michigan (County) renew the existing millage previously voted in the limitation on the total amount of general ad valorem taxes which may be imposed for all purposes upon real and personal property in the County, as provided in Article 9 Section 6 of the Michigan Constitution of 1963, as amended, which last resulted in a levy of 0.2942 mill (\$0.2942 per \$1,000) of taxable valuation of such property as finally equalized, for levy in the years 2021 to 2026, both inclusive, which levy is estimated to raise up to \$1,461,830 in the first year, for the purpose of continuing the operation and maintenance of the Saginaw County Parks and Recreation System and continuation of recreational programming and activities within Saginaw County?”*

We recommend approval of millage language as reviewed by Civil Counsel and direct the County Clerk to place the question before the electorate on the March 2020 county-wide ballot.

Respectfully Submitted,

**COMMITTEE ON COUNTY SERVICES**

Charles M. Stack, Chair

Kyle R. Harris

Michael A. Webster

Cheryl M. Hadsall, Vice-Chair

Dennis H. Krafft

**FROM: COMMITTEE ON COUNTY SERVICES – 3.3**

**SEPTEMBER 17, 2019**

Your committee considered Communication No. 9-17-16 from **Jonathan Block, General Manager, TheDow Event Center & Huntington Event Park**, requesting approval of language for renewal and increase of the County Event Center millage for ten additional years (2021 – 2030) for placement on the March 2020 Primary Election ballot.

We met with Mr. Block and Craig Goslin, President and Managing Partner of the Saginaw Spirit Hockey Club, and, after a lengthy discussion, the committee approved the millage language but requested a more detailed report that will provide an attendance count of visitors which outlines the usage of TheDow by the City of Saginaw, County of Saginaw and outlying region; Capital gains and losses; Partner organizations current and potential; list of what millage would be used for, list of what/who TheDow donates to, and how they plan to translate its message to the taxpayers. The ballot language was submitted as follows:

*“Shall the County of Saginaw, Michigan (County), renew and increase the existing millage from the previously voted increase in the limitation on the total amount of general ad valorem taxes which may be imposed for all purposes upon real and personal property in the County, as provided in Article 9 Section 6 of the Michigan Constitution of 1963, as amended, which last resulted in a levy of 0.2250 mill (\$0.225 per \$1,000) of taxable valuation of such property as finally equalized, increased to a millage of up to a levy of 0.450 mill (\$0.450 per \$1,000) of taxable valuation, for levy in the years of 2021 – 2030, both inclusive, which levy is estimated to raise up to \$2,235,972 in the first year for the purpose of continuing Event Center, its related operations, and maintaining and improving those facilities?”*

We recommend approval of millage language as reviewed by Civil Counsel and direct the County Clerk to place the question before the electorate on the March 2020 county-wide ballot.



Respectfully Submitted,  
**COMMITTEE ON COUNTY SERVICES**

Charles M. Stack, Chair  
Kyle R. Harris  
Michael A. Webster

Cheryl M. Hadsall, Vice-Chair  
Dennis H. Krafft

4. **Budget Audit Committee – D. Krafft, Chair; A. O’Neal, Vice-Chair**

4.1) **TREASURER/CONTROLLER**, re: Claims for July 2019

- ***Krafft moved, seconded by Ruth, to approve 4.1. Motion carried.***

4.2) **PURCHASING/RISK MANAGER**, re: Amendment of FY 2019 Risk Management Budget

4.3) **TREASURER**, re: Amendment of FY 2019 Accommodations Budget

4.4) **BOARD COORDINATOR**, re: Amendment of FY 2019 Board of Commissioners Budget

- ***Krafft moved, seconded by O’Neal, to approve 4.2 – 4.4 leaving room for exceptions. There were no exceptions and the motion carried.***

**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.1**

**SEPTEMBER 17, 2019**

In accordance with State Statute and County Policy, your **Budget/Audit Committee** reviewed the claims for presentation to the Board of Commissioners, as listed below:

<u>Comm. No.</u>	<u>Payment Type</u>	<u>Period</u>	<u>Amount</u>
9-17-15	Electronic Transactions	July 1 – 31, 2019	\$ 7,822,514.47
	Voucher Payments	July 1 – 31, 2019	\$ 7,631,312.30

We recommend the payments be approved as compiled and submitted by the Treasurer's Office and Accounting Division of the Controller’s Office.

Respectfully Submitted,  
**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair  
James G. Theisen  
Michael A. Webster

Amos O’Neal, Vice-Chair  
Carl E. Ruth

**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.2**

**SEPTEMBER 17, 2019**

Your Budget/Audit Committee considered Communication No. 9-17-11 from **Kelly Suppes, Purchasing/Risk Manager**, requesting amendment of the FY 2019 Risk Management Budget in the amount of \$350,000 to account for revenue and expense adjustments due to property damage claims. We met with Ms. Suppes who explained that there were multiple property damage claims that occurred during the 2019 budget year. The majority of the expenses incurred will have additional revenue from property insurance or subrogation, which results in an increase to Revenue as well as Expenditures. The expected shortfall in the 2019 Risk Management budget is as follows:



Revenue-Reimbursements-Insurance (677-86500-67720)	\$350,000
Expense-Claims-Property (677-86500-96358)	\$350,000

We recommend approval to amend the FY 2019 Risk Management Budget in the amount of \$350,000.

Respectfully Submitted,  
**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair	Amos O’Neal, Vice-Chair
James G. Theisen	Carl E. Ruth
Michael A. Webster	

**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.3** **SEPTEMBER 17, 2019**

Your Budget/Audit Committee considered Communication No. 9-17-5 from **Timothy Novak, County Treasurer**, requesting an increase of the FY 2019 Accommodations Budget by increasing the total budget to \$3,188,000 due to a projected shortfall from an increased amount collected for prior year accommodation taxes collected during the current fiscal year.

We met with Jana Barry, Deputy Treasurer, who explained that revenue needs to be increased in line #229-25200-43500 by \$83,000 and increased in expense line items, #229-25200-95912 Administrative Service Fee \$7,000; #229-25200-96610 Convention & Tourism – Saginaw \$72,000; 229-25200-96616 Convention & Tourism – Frankenmuth \$4,000.

We recommend approval to amend the FY 2019 Accommodations Budget to a total budget of \$3,188,000.

Respectfully Submitted,  
**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair	Amos O’Neal, Vice-Chair
James G. Theisen	Carl E. Ruth
Michael A. Webster	

**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.4** **SEPTEMBER 17, 2019**

Your Budget/Audit Committee considered Communication No. 9-17-18 from **Suzy Koeplinger, Board Coordinator**, requesting amendment of the Board of Commissioners FY 2019 Budget in the total amount of \$11,765.50.

We met with Ms. Koeplinger who explained the requested amendments as follows:

- Increase 101-10100-81101 (Dog-Damage) by \$2,465.50 to cover a citizen lost livestock claim made pursuant to State law
- Create a line item for Strategic Planning with a total budget of \$6,300 to cover the cost of the March 8/9, 2019 Strategic Planning session and move charges from 101-10100-88001 (Legislative) of \$2,645.11 (Apple Mountain - \$2,145.11; Nancy Ohle - Goal Setting - \$500) and Nancy Ohle - \$3,650 – Strategic Planning Facilitation
- Increase 101-10100-97050 (C.O.<\$5000) by \$3,000 to cover the total cost to install monitors in the Board Room and Committee Room for public presentations



We recommend approval to amend the Board of Commissioners Budget as noted above through the use of fund balance in the total amount of \$11,765.50.

Respectfully Submitted,

**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair

James G. Theisen

Michael A. Webster

Amos O’Neal, Vice-Chair

Carl E. Ruth

5. **Labor Relations Committee – K. Kilpatrick, Chair; C. Stack, Vice-Chair**

5.1) Waiver of the hiring freeze and approval to fill positions as follows:

- Commission on Aging - **Kitchen Assistant (PT)**
- Finance - **Accountant I/II and Asst. Finance Director**
- Animal Control - **Kennel Technician (PT)**
- Prosecutor - **Legal Specialist I – File Room Clerk**

▪ ***Kilpatrick moved, seconded by Harris, to approve 5.1. Motion carried.***

5.2) **CONTROLLER/CAO**, re: Approval to continue the hiring freeze for FY 2020 with exceptions for positions that are required by State Statute

▪ ***Kilpatrick moved, seconded by Harris, to approve 5.2. The Controller requested the exception be expanded for Commission on Aging drivers, since a delay in filling those positions impacts food delivery. Kilpatrick moved, seconded by Dwan, to amend the motion to include Commission on Aging drivers under the exceptions. Motion carried. After discussion, the main motion, as amended, carried.***

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.1**

**SEPTEMBER 17, 2019**

Your Labor Relations Committee considered Communication Nos. 9-17-3, 9-17-22, 9-17-23, and 9-17-26 from **various elected officials and department heads** requesting waiver of the hiring freeze and approval to fill vacant positions in their respective departments as follows:

<u>Requestor</u>	<u>Department</u>	<u>Position(s)</u>
Jessica Sargent	Commission on Aging	<b>Kitchen Assistant (PT)</b>
Koren Thurston	Finance Director	<b>Accountant I/II and Asst Finance Director</b>
Bonnie Kanicki	Animal Control	<b>Kennel Technician (PT)</b>
John A. McColgan, Jr.	Prosecutor’s Office	<b>Legal Specialist I – File Room Clerk</b>

We recommend approval to waive the hiring freeze and fill the positions listed above.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair

Kyle R. Harris

Michael A. Webster

Charles M. Stack, Vice-Chair

Sheldon Matthews



**FROM: COMMITTEE ON LABOR RELATIONS -- 5.2**                      **\*AMENDED**                      **SEPTEMBER 17, 2019**

Your Labor Relations Committee considered Communication No. 9-17-21 from **Robert V. Belleman, Controller/CAO**, requesting approval to continue the County-wide hiring freeze for FY 2020 with exceptions for positions that are required by statute.

We spoke with Jennifer Broadfoot, Personnel Director, who explained that the County has had a hiring freeze in place for several years. The hiring freeze results in financial savings to all funds by delaying the hiring process and requiring Elected Officials and Department Heads to justify to the Board of Commissioners why they need to fill the vacant position. On behalf of the Controller/CAO, Ms. Broadfoot suggested the following language be approved for instituting the hiring freeze:

**“The Board of Commissioners hereby finds justification to control its annual appropriations by instituting a hiring freeze effective October 1, 2019 through September 30, 2020 on all departments, except the Courts. The Courts are exempt from the hiring freeze through December 31, 2019 pursuant to an MOU dated September 4, 2019. Once an authorized position becomes available in any department, said department shall leave the position vacant if an external hire is desired or required to fill said vacancy. The department is encouraged to reorganize its personnel compliment resulting in fewer overall fulltime county employees. In the alternative, the department may submit a formal business case request to Labor Relations Committee for the Board of Commissioners’ consideration of a waiver of said hiring freeze. Said vacant position shall not be filled by an external candidate except by specific Board of Commissioners authorization. The hiring freeze shall not apply to the statutorily required positions identified in Exhibit “A,” \*nor shall it apply to all Driver positions at the Commission on Aging.**

We recommend approval to continue the hiring freeze for FY 2020 based on the language noted above.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair

Kyle R. Harris

Michael A. Webster

Charles M. Stack, Vice-Chair

Sheldon Matthews

6. **Executive Committee – M. Webster, Chair**

6.1) **ANIMAL CARE & CONTROL**, re: Approval of adjustments to its FY 2019 Budget

6.2) **SHERIFF**, re: Approval of an increase in its FY 2019 General Fund Budget

6.3) **PUBLIC WORKS**, re: Approval of an increase in its FY 2019 General Fund Budget

- ***Krafft moved, seconded by Ruth, to approve 6.1 – 6.3 leaving room for exceptions. There were no exceptions and the motion carried.***

**FROM: EXECUTIVE COMMITTEE -- 6.1**

**SEPTEMBER 17, 2019**

Your Executive Committee considered Communication No. 9-17-24 from **Bonnie Kanicki, Animal Control Director**, requesting adjustments to the Saginaw County Animal Care & Control Budget totaling \$98,400.

We met with Ms. Kanicki who explained that multiple adjustments are needed between accounts and that no General Fund dollars are necessary.



- Move \$10,000 from 70300 to 75400 for vests and other equipment for Animal Control Officers
- Move \$38,400 from 70300 to 80771 to cover contract with Interim Director
- Move \$35,000 from 70400 to 93100 to cover a budget shortfall, Card Reader system installation, and ongoing repairs to meet MDARD inspection requirements
- Move \$15,000 from 71600 to 80509 to cover a budget shortfall in the Prof Serv – Spay & Neuter line item

We recommend approval to adjust the SCACC FY 2019 Budget as noted above.

Respectfully Submitted,  
**EXECUTIVE COMMITTEE**

Michael A. Webster, Chairman  
Cheryl M. Hadsall  
Dennis H. Krafft

Amos O’Neal  
Charles M. Stack

**FROM: EXECUTIVE COMMITTEE -- 6.2**

**SEPTEMBER 17, 2019**

Your Budget/Audit Committee considered Communication No. 9-17-25 from **William L. Federspiel, Sheriff**, requesting an increase in the Sheriff’s Administrative FY 2019 Budget from fund balance in the General Fund in the amount of \$15,800 to account for a shortfall in the Electric/Gas line item.

We met with the Sheriff who explained that the Consumers Energy billing costs are spread between the Courthouse, Sheriff Administration/9-1-1 Communications Center, and the Jail. The shortfall is due to the increase in electric and gas costs at the Sheriff Administration building.

We recommend approval to increase the Sheriff’s Administrative FY 2019 Budget from fund balance in the General Fund in the amount of \$15,800.

Respectfully Submitted,  
**EXECUTIVE COMMITTEE**

Michael A. Webster, Chairman  
Cheryl M. Hadsall  
Dennis H. Krafft

Amos O’Neal  
Charles M. Stack

**FROM: EXECUTIVE COMMITTEE -- 6.3**

**SEPTEMBER 17, 2019**

Your Budget/Audit Committee considered Communication No. 9-17-27 from **Brian Wendling, Public Works Commissioner**, requesting an increase in the Public Works FY 2019 Budget to account for a shortfall in various line items.

We met with Mr. Wendling who explained that there is a shortfall in various line items of his budget that necessitated his request.

We recommend approval to increase the Public Works FY 2019 General Fund Budget in the amount of \$4,000.

Respectfully Submitted,  
**EXECUTIVE COMMITTEE**

Michael A. Webster, Chairman  
Cheryl M. Hadsall  
Dennis H. Krafft

Amos O’Neal  
Charles M. Stack



7. Legislative Committee – J. Theisen, Chair; A. O’Neal, Vice-Chair

None

8. Intergovernmental Cooperation Committee – J. Theisen, Chair; C. Stack, Vice-Chair

None

9. Committee Compensation

9-17-19.1) August 11, 2019 – August 24, 2019

9-17-19.2) August 25, 2019 – September 7, 2019

- *Kilpatrick moved, seconded by Hadsall, to approve 9-17-19.1 and 9-17-19.2 leaving room for exceptions. There were no exceptions and the motion carried.*

**COMMITTEE COMPENSATION - 9.17.19.1**

**September 17, 2019**

*I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held August 11 - August 24, 2019*

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	08/12/19	Wellness Committee	Webster	\$25.00	1
			Theisen	\$50.00	1
2	08/12/19	Labor Relations Committee	Stack	\$50.00	1
			Harris	\$50.00	1
			Matthews	\$50.00	1
			Webster	\$50.00	1
3	08/13/19	Solid Waste Management Committee	Stack	\$10.00	1
4	08/13/19	Community Corrections Advisory Board	Theisen	\$50.00	1
5	08/13/19	Executive Committee	O'Neal	\$25.00	1
			Hadsall	\$25.00	1
			Stack	\$25.00	1
			Krafft	\$25.00	1
			Ruth	\$25.00	1
6	08/13/19	Committee of the Whole SCACC Site Selection & FY 2020 Budget Dwan, Hadsall Harris, Krafft, Matthews, O'Neal, Ruth, Stack, Theisen, Webster <i>Absent: Kilpatrick</i>	10 Present	\$500.00	10
7	08/14/19	Land Bank Authority	Ruth	\$50.00	1
8	08/15/19	Commission on Aging	Stack	\$50.00	1
9	08/15/19	Community Action Committee	O'Neal	\$50.00	1
10	08/21/19	Saginaw Valley Zoological Society	O'Neal	\$50.00	1





11	08/21/19	9-1-1 Board - Special Meeting	Theisen	\$50.00	1
12	08/21/19	Animal Control Advisory Council	Hadsall	\$50.00	1
<b>TOTAL</b>				<b>\$1,260.00</b>	<b>29</b>

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (8-23-19)

**COMMITTEE COMPENSATION - 9.17.19.2**

**September 17, 2019**

*I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held August 25 - September 7, 2019.*

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	08/26/19	MI Works! Executive Committee/Midland	Ruth	\$50.00	1
2	08/27/19	Budget/Audit Committee - Special	Krafft	\$25.00	1
			O'Neal	\$25.00	1
			Theisen	\$25.00	1
			Ruth	\$25.00	1
			Webster	\$25.00	1
3	08/27/19	Board Session	11 Present	\$550.00	11
		Dwan, Hadsall, Harris, Kilpatrick, Krafft, Matthews, O'Neal, Ruth, Stack, Theisen, Webster			
4	08/28/19	Medical Dispatch Advisory Committee	Dwan	\$50.00	1
5	09/03/19	Human Services	O'Neal	\$50.00	1
			Theisen	\$50.00	1
			Matthews	\$50.00	1
			Ruth	\$50.00	1
			Webster	\$50.00	1
6	09/03/19	Courts & Public Safety Committee	Hadsall	\$50.00	1
			Kilpatrick	\$50.00	1
			Dwan	\$50.00	1
			O'Neal	\$25.00	1
			Webster	\$25.00	1
7	09/04/19	Crime Prevention Council	Ruth	\$50.00	1
8	09/04/19	County Services Committee	Stack	\$50.00	1
			Hadsall	\$50.00	1
			Harris	\$50.00	1
			Krafft	\$50.00	1
			Webster	\$50.00	1
		Union/Management Health Insurance Committee			
9	09/05/19	Committee	Hadsall	\$50.00	1
			Stack	\$50.00	1



10	09/05/19	Budget/Audit Committee	Krafft	\$50.00	1
			O'Neal	\$50.00	1
			Theisen	\$50.00	1
			Ruth	\$50.00	1
			Webster	\$50.00	1
11	09/06/19	MAC Finance Committee (No Mileage)	Krafft	\$50.00	1
		<b>TOTAL</b>		<b>\$1,925.00</b>	<b>42</b>

Respectfully Submitted, Suzy Koepplinger, Board Coordinator (9-6-19)

### RESOLUTIONS

See Unfinished Business

### UNFINISHED BUSINESS

**Budget Audit Committee – D. Krafft, Chair; A. O’Neal, Vice-Chair**

***Resolutions A – D laid on the table pursuant to Board Report 8-27-4.2, as amended, until the September 17, 2019 Board Session under Unfinished Business as 9-17-4.2 (Draft #3) (Distributed to all commissioners and available for review in the Board Office)***

**2020 County Budget (Draft #3) and Resolutions A-B-C-D**

- "A" FY 2019/2020 Budget
- "B" FY 2019/2020 Salary Schedule
- "C" FY 2019/2020 Capital Improvement Plan
- "D" FY 2019/2020 Fee Schedule

**AUGUST 27, 2019 BOARD SESSION:**

***Krafft moved, seconded by Ruth, that the Report of the Committee is received and the recommendations contained therein are laid on the table for adoption at the September 17, 2019 Board Session.***

**SEPTEMBER 17, 2019 BOARD SESSION:**

***Krafft moved approval of Fiscal Year 2020 Budget Resolutions A – D as presented below.***

**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.2**

**SEPTEMBER 17, 2019**

**AUGUST 27, 2019**

Your Budget/Audit Subcommittee received Communication No. 9-17-17 from **Koren Thurston, Finance Director**, submitting Draft #3 of the recommended Fiscal Year 2020 Budget. Draft #2 of the Budget contains proposed changes to Draft #1, which was submitted in June, 2019 with all funds in balance, including those funds which anticipate use of fund balance. Each committee reviewed Draft #1 of the proposed Fiscal Year 2020 Budget and a Committee of the Whole meeting was held June 26, 2019. The Budget was previously distributed to each commissioner and is available for review in the Office of the Board of Commissioners. The Budget/Audit Committee reviewed the budget as submitted, considered information presented at the Committee of the Whole meeting, considered additional requests from



departments, and have made amendments to Draft #1 of the 2020 Budget. These amendments have been incorporated herein as Draft #2 of the Fiscal Year 2020 Budget. The changes contained in Draft #2 of the FY 2020 Budget include:

- Amend the General Fund by \$1,475 to adjust the pay of a Custodian position and move this individual to step 05 on the pay scale
- Amend the General Fund and personnel complement of the County Clerk by adding a position of Records Management in the 10<sup>th</sup> Circuit Court Records Office at an estimated cost of \$80,436
- Amend the Capital Improvement Plan of the County Clerk to include \$15,000 for the purchase of scanning equipment and additional licenses for the 10<sup>th</sup> Circuit Court Records Office and Vital Records Office
- Amend the Indigent Defense Fund Budget by \$82,000 to include costs for discovery/document production as well as the creation of an attorney/client meeting space in the new jail
- Amend the GIS System fund to reduce by \$91,500
- Amend the General Fund to set aside \$10,000 in lieu of millage funds for Veteran Transportation
- Amend the General Fund to contribute \$85,000 to the Community Corrections grant to retain the Pretrial Specialist position
- Amend the General Fund by \$115,108 and personnel complement of the Prosecutor by reinstating a position of Assistant Prosecuting Attorney I

The Budget/Audit Committee at its September 5, 2019 meeting considered additional requests from departments and made amendments to Draft #2 of the 2020 Budget. These amendments were incorporated as Draft #3 of the Fiscal Year 2020 Budget. The changes contained in Draft #3 of the FY 2020 Budget include:

- Adjustment for the County's finalized Indirect Cost Allocation Plan and IT Rate Calculation Plan
- Adjustment to the Sheriff's Selective Enforcement Grant due to an increase in the awarded grant amount from \$185,400 to \$210,120
- Adjustment to the indigent Defense Fund to increase amount for creation of an attorney/client meeting space in the new jail from \$50,000 to \$52,541
- Adjustment to the Information Technology Fund to reflect updated debt service amounts for mainframe modernization and fiber installation projects as well as the finalized IT Rate Calculation

The previously recommended changes to the FY 2020 Budget were approved with a use of fund balance in the General Fund of \$1,405,302. The above recommended changes increase the use of fund balance to \$2,003,582.



**Resolution A** contains the amended total budget for the County including the General Fund. The amended total County Budget for Fiscal 2020 is \$174,704,531 which is a 1.15% percent increase from the current amended Fiscal 2019 Budget. The amended General Fund Budget for Fiscal 2020 is \$50,916,301 which represents an increase of \$2,913,283 or 6.06% percent over the current amended Fiscal 2019 Budget. The General Fund budget includes the use of \$2,003,582 in fund balance and will be subject to further expense control to ensure expenditures do not exceed revenues.

Resolution A also contains the proposed County millage rates to be levied December 1, 2019 and July 1, 2020, as well as the authorization of the 9-1-1 surcharge to fund operations as set forth in the 2020 Budget.

**Resolution B** lists salaries for elected/appointed officials including judges and non-union employees. The salaries of elected/appointed officials have been set by the Saginaw County Board of Commissioners and the salaries of judges have been set by the State Officers Compensation Commission.

**Resolution C** sets forth the prioritized Capital Improvement Budget for Fiscal Year 2020, which totals \$17,478,677, a \$10,667,282 increase over the current amended FY 2019 budget.

**Resolution D** sets fees for all departments controlled by the Saginaw County Board of Commissioners, as amended from year to year.

A public hearing was held at the August 27, 2019 session to allow comment on the proposed FY 2020 Budget, as amended, and on the proposed millages to be levied in December 2019 and July 2020. Notice was previously published in *The Saginaw News* and copies of the budget material will be made available to the public at the meeting.

It is the recommendation of your committee that Draft #3 of the Controller’s recommended Fiscal Year 2020 Budget containing Budget Resolutions A, B, C and D be approved as submitted.

Respectfully Submitted,

**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair

James G. Theisen

Michael A. Webster

Amos O’Neal, Vice-Chair

Carl E. Ruth

**[BUDGET RESOLUTIONS BEGIN ON NEXT PAGE]**



**BUDGET  
RESOLUTION A  
September 17, 2019**

**PRESENT:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster – 11*

**Commissioner Krafft offered the following resolution and moved for adoption. The motion was seconded by Commissioner Matthews.**

**WHEREAS,** The Saginaw County Board of Commissioners ("Board") has examined the 2018 annual financial report and budget requests for the 2020 Fiscal Year for the various departments, agencies, offices and activities ("Budgetary Centers"), which it by law or by policy must finance or assist in financing; and,

**WHEREAS,** The Board has taken into consideration the fact that there are certain required functions of county government or operations which must be budgeted at serviceable levels in order to provide statutory and Constitutionally required services and programs; and,

**WHEREAS,** The Uniform Budget and Accounting Act ("UBAA"), MCLA 141.421, et seq., requires that the Board enact a General Appropriation Act designed to appropriate for all County expenditures in the General Fund and all Special Revenue Funds; and,

**WHEREAS,** The Board has the authority to enact a Special Appropriations Act designed to appropriate for all County expenditures in other County funds; and,

**WHEREAS,** The Board has reviewed the Budget/Audit Committee’s recommended Budget for Fiscal 2020 and believes the same to contain funds sufficient to finance all mandatory County funded services at or beyond a serviceable level.

**NOW, THEREFORE, BE IT RESOLVED,** That the Fiscal 2020 Saginaw County Budget as summarized below and set forth in the Budget/Audit Committee’s recommended budget dated September 17, 2019, which is incorporated by reference herein, is hereby adopted on a fund and activity basis for all funds, subject to all County policies regarding the expenditure of funds and the conditions set forth in this Resolution. The Controller shall monitor each fund on an activity and a category basis and also provide appropriate interim financial reports.



**SAGINAW COUNTY FISCAL 2020 BUDGET SUMMARY**

<u>FUND NAME</u>	<u>2020 BUDGET</u>	<u>GENERAL FUND APPRO.</u>
General Operating	\$ 44,050,603	\$ 44,050,603
Law Enforcement	9,046,663	431,275
Parks & Recreation	1,816,104	-
GIS System	223,852	-
Friend of Court	5,335,403	1,225,351
Health Services	11,240,006	1,839,090
Solid Waste Management	332,612	-
Lodging Excise Tax	3,260,000	-
Principal Resident Exemp Denial	6,471	-
Event Center	1,156,860	-
Castle Musm & Historical Society	1,032,693	-
Commission on Aging	5,039,726	-
Mosquito Abatement Commission	3,860,731	-
Dredged Materials Disposal Facility	15,690	-
Planning	466,869	38,417
Brownfield Redevelopment Authority	600	-
Economic Development Corp	28,730	-
Public Improvement	1,132,919	-
Courthouse Preservation Technology	130,500	-
Animal Care & Control	2,438,005	-
Land Reutilization Fund	1,396,624	-
Small Cities Reuse	54,950	-
Register of Deeds Automation Fund	451,395	-
Indigent Defense System Fund	4,070,003	-
E-911 Telephone Surcharge	6,930,071	-
Mobile Data Maint/Replace	1,299,230	-
Local Correction Officers Training	214,762	-
Concealed Pistol Licensing	92,052	-
Law Library	63,000	56,500
County Library (Board)	67,000	-
MI Works-Service Centers	894,000	-
Michigan Works Administration	19,029,041	-
Remonumentation Grant	91,143	-
Special Projects	1,266,158	101,713
Sheriff Special Projects	932,234	-
Prosecutor Special Projects	442,402	131,784
Corrections Special Projects	522,739	85,000
MSU Extension Special Projects	345,948	186,448
Social Welfare	17,100	17,100
Child Care Probate/Juvenile Home	5,471,045	2,295,610
Child Care Welfare	867,160	449,410
Veterans Relief	8,000	8,000



Parking System	113,953	-
Delinquent Property Tax Foreclosure	2,155,735	-
Land Bank Authority	2,498,455	-
Airport	635,930	-
Inmate Services	735,500	-
Retiree Health Savings Plan	359,000	-
MERS Retirement Fund	3,496,144	-
Information Technology	5,049,129	-
Equipment Revolving Fund	3,800	-
Soil Erosion	145,684	-
Local Site Remediation Revolving	284,300	-
Motor Pool	559,012	-
Risk Management	1,447,178	-
Investment Services	66,705	-
Employee Benefits	11,115,878	-
Saginaw Children’s Zoo Millage	1,026,553	-
Library (Penal)	666,000	-
PostEmployment Health Benefits	5,231,120	-
DC Pension Trust Fund	<u>3,973,361</u>	-
TOTAL	<u>\$ 174,704,531</u>	<u>\$50,916,301</u>

**BE IT FURTHER RESOLVED #1,** That the bound copy of said Budget as presented to each member of the Board be designated as an official copy; and,

**BE IT FURTHER RESOLVED #2,** That the following tax rates are hereby authorized to be levied for the 2019 tax year (Fiscal 2020 budget year) for a total County levy of 9.5080 mills including authorized debt service as summarized below:

2019 AUTHORIZED TAX RATES - FISCAL 2020 BUDGET MILLAGE SUMMARY

<u>Purpose</u>	<u>Millage</u>	<u>Fund</u>
General Govt Operations-July 2020	4.8558 Mill**	General Operating
County Parks	.2942 Mill	Parks & Recreation
Castle Museum	.1997 Mill	Castle Museum & Hist.
Mosquito Control	.6400 Mill	Mosquito Abatement
Senior Citizens	.5900 Mill	Commission on Aging
County Event Center	.2250 Mill	Event Center
Sheriff Services	1.3394 Mill	Law Enforcement
Animal Control	.4250 Mill	Animal Control
Saginaw Children’s Zoo	.2000 Mill	Children’s Zoo
Saginaw County 9-1-1 Authority	<u>.2800 Mill</u>	9-1-1 Authority
Total, Operating Millages	<u>9.0491 Mill</u>	
Debt-Hospital Bonds	<u>.4589 Mill</u>	Hospital Const. Debt
Total, Debt Millages	<u>.4589 Mill</u>	
GRAND TOTAL	<u>9.5080 Mill</u>	

\*\* July 2020 General Operating levy subject to the provisions of the Headlee Adjustment.



**BE IT FURTHER RESOLVED #3,** That the Board of Commissioners hereby authorizes a 9-1-1 Emergency Services Funding Assessment in an amount not to exceed \$2.65 per month. This charge shall be placed upon all devices capable of E 9-1-1 service. This charge may further be subject to the Michigan Public Service Commission modification and approval; and,

**BE IT FURTHER RESOLVED #4,** That the sum of \$174,704,531 as set forth in the Budget adopted by this Board is hereby appropriated for the use of several departments, for the purpose of defraying and paying boards of the County of Saginaw for all costs and expenses of every kind and nature, incident to every County function for the fiscal year beginning October 1, 2019 and ending September 30, 2020; and,

**BE IT FURTHER RESOLVED #5,** That said sum is appropriated to and shall be available for expenditures from several funds in accordance with the law, and no obligation or liability shall be incurred, nor any vouchers drawn in payment thereof by any County department, which shall not be confined to the objects or categories of expenditures but, which shall exceed the amount appropriated therefore, as set forth in the categories of said budget; and,

**BE IT FURTHER RESOLVED #6,** That all County elected officials and County department heads shall abide by the Purchasing Procedures and Personnel Manuals, as adopted and amended by this Board and that the budgeted funds are appropriated contingent upon compliance with said Purchasing Procedures and Personnel Manual; and,

**BE IT FURTHER RESOLVED #7,** That the approved employee positions on the Position Control Number Roster List contained in the Budget, shall limit the number of employees who can be employed and no funds are appropriated for any position or employee not on the Approved Position Control Number Roster. Further, there may be a need to increase or decrease various positions within the Budget and/or impose a hiring freeze and/or impose layoffs due to the unforeseen financial changes; therefore, the Approved Position Control Number Roster List may be changed from time to time by the Board and/or the Board may impose a hiring freeze. The County elected officials and County department heads shall abide by whatever changes are made by the Board, if any, relative to the approved positions and the number of employees stated in the Position Control Number Roster List; and,

**BE IT FURTHER RESOLVED #8,** That the authorized positions in the Position Control Number Roster List contained in each budget indicates the authorized maximum number of employees in their respective classifications for that budget. Any deviations from said list must be specifically approved by the Board; and,

**BE IT FURTHER RESOLVED #9,** That certain positions contained in the Position Control Number Roster List which are supported in some part by a grant, cost sharing, child care reimbursement, or other source of outside funding, are only approved contingent upon the County receiving the budgeted revenues. In the event outside funding is not received, or the County is notified that it will not be received, then said positions shall be considered unfunded and removed from the Approved Position Control Number Roster List; and,

**BE IT FURTHER RESOLVED #10,** That the Controller is authorized upon request of the respective elected official or department head to transfer persons from certain positions contained in the Position Control Number Roster List, which are supported in some part by grant, cost sharing, child care reimbursement or other source of outside funding, to another grant funded position in order to reduce County cost; and,





**BE IT FURTHER RESOLVED #11,** That revenues received by the County under Public Act 106 and 107, 1985 (Convention Facility Tax revenues) shall not be used to reduce the County's operating millage levy (2020 Budget Year) as defined by Public Act 2, 1986; and,

**BE IT FURTHER RESOLVED #12,** That in accordance with Public Act 106 of 1985 and Public Act 2 of 1986, if 50% or approximately \$471,346 of the estimated \$942,692 Convention Facility Tax revenues not used to reduce the County's operating tax rate, shall be transmitted to the Saginaw County Substance Abuse Coordinating Agency with remaining revenues to be deposited in the County's General Fund; and,

**BE IT FURTHER RESOLVED #13,** That the Controller be, and hereby is appointed "Budget Administrator," pursuant to the Uniform Budget and Accounting Act, MCLA 141.421 et seq., with power to administer such duties in connection with said budget; and,

**BE IT FURTHER RESOLVED #14,** That the Budget Administrator be directed to disburse to the various agencies, the approved County appropriation on the basis of need as determined by the cash balances within their respective funds; and,

**BE IT FURTHER RESOLVED #15,** That the County Controller be authorized to transfer monies when it shall be deemed necessary as follows: from one category to another within an activity and between activities within the same fund in an annual total amount not to exceed \$75,000 for that fund; and for the general fund, from one category to another within an activity and between activities overseen by the same department in an annual amount not to exceed \$75,000 for each department. A quarterly report of all transfers shall be made to the Budget/Audit Committee; and,

**BE IT FURTHER RESOLVED #16,** That the Chairman of the Board, upon recommendation of the County Controller, be authorized to sign in acceptance of grants on behalf of the County in an amount up to \$100,000 with a local match not to exceed 10% (\$10,000), if required, and if available within the requesting department's current budget; and that the County Controller be authorized to record the appropriate budget adjustment. A quarterly report of all budget adjustments and grants accepted shall be made to the Budget/Audit Committee; and,

**BE IT FURTHER RESOLVED #17,** That the County Controller is authorized to cause the drafting of contracts where necessary and appropriate within established budgetary limitations and that the Chairman of the Board is authorized to sign said contracts after the appropriate Elected Official/Department Head approves each contract as to lawful expenditure and the Controller approves each contract as to substance and the County Attorney approves each contract as to legal form; and,

**BE IT FURTHER RESOLVED #18,** That the Controller is required and directed to automatically reduce any department each time a reduction is made in Federal, State and local funds. The affected department head shall promptly make the necessary layoffs and advise those affected by the service that those services are being discontinued as a result of Federal, State, or local fund cutbacks; and,

**BE IT FURTHER RESOLVED #19,** That upon approval of the Controller/CAO, appropriations made for the available balances and outstanding encumbrances at fiscal year-end for grants are continued in full force and effect and shall carry over to successive fiscal years until the grants are completed or otherwise terminated; and,

**BE IT FURTHER RESOLVED #20,** That upon approval of the Controller/CAO, appropriations made for the available balances and outstanding encumbrances at fiscal year-end for capital projects are continued in full force and effect and shall carry over to successive fiscal years until the projects are completed or otherwise terminated; and,



**BE IT FURTHER RESOLVED #21**, That upon approval of the Controller/CAO, appropriations made for outstanding purchase orders and contractual encumbrances at fiscal year-end in the operating funds are continued in full force and effect and shall carry over to successive fiscal years until the projects are completed or otherwise terminated; and,

**BE IT FURTHER RESOLVED #22**, That the Sheriff Department be authorized to enter into law enforcement contracts which shall not result in any appropriation from the General Fund and that each separate contract for law enforcement services shall be approved by the Controller, Chairman of the Board, and County Attorney, and further provided that the Sheriff is authorized with the concurrence of the Controller, to add additional staff to perform the work as specified in the contract provided that said contract will generate all funds necessary to support the added position; and,

**BE IT FURTHER RESOLVED #23**, The Sheriff is hereby authorized to rent beds at the Saginaw County Jail to Genesee County / State of Michigan to house 50 Genesee County inmates at a cost of \$35\* per day to support the Law Enforcement Fund in the minimum amount of \$204,400; and,

**BE IT FURTHER RESOLVED #24**, The Sheriff is hereby authorized to rent beds at the Saginaw County Jail to the federal government to house 15 inmates at a cost of \$53\* per day to support the Law Enforcement Fund in the minimum amount of \$286,200; and,

**BE IT FURTHER RESOLVED #25**, The County Controller/CAO is authorized to reduce the Law Enforcement Fund, including reduction in force, if the projected revenue from housing Genesee County or federal government inmates does not materialize; and,

**BE IT FURTHER RESOLVED #26**, Any revenue received from the rental of jail beds to Genesee County / State of Michigan or the federal government is restricted and can only be used for Law Enforcement or jail expenses; and,

**BE IT FURTHER RESOLVED #27**, The Board of Commissioners hereby ratified or implemented the following labor agreements: TPOAM Courthouse Employees – expires 2021; COAM-Sheriff Unit II Sergeants – expires 2019; Teamsters Local 214 Health Department and Commission on Aging – expires 2021; Teamsters Local 214 Public Health Nurses – expires 2021; COAM-Sheriff Unit III Captains & Lieutenants – expires 2021; POAM-Sheriff Unit I (312 eligible) – expires 2019; POAM Detention Youth Care Specialists – expires 2021; POAM-Animal Control Officers – expires 2021; POAM-Family Division Probation Officers – expires 2021; GELC-District Court Probation Officers – expires 2021; POAM-Prosecutors – expires 2021; POAM-Detention Supervisors – expires 2021; UAW Managers – expires 2021; UAW Professionals – expires 2021; UAW Paraprofessionals – expires 2021; POAM-Sheriff Unit I (non 312 eligible and clerical) – expires 2021; Controller/CAO contract – expires January 2020 (\*at end of each contract year, the term shall be extended one additional year); and Health Officer Contract – expires October 2020 (\*term automatically renews annually); and,

**BE IT FURTHER RESOLVED #28**, That it is the determination of the Board of Commissioners for the 2020 Fiscal Year that the County is in compliance with Public Act 152 of 2011, and that determination is to stay within the hard dollar caps for employee health insurance as set and adjusted by the Public Act.

**Yeas:** *Cheryl M. Hadsall, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O'Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 9*

**Nays:** *Kathleen K. Dwan, Kyle R. Harris - 2*

**TOTAL:** - 11



Respectfully Submitted,  
**SAGINAW COUNTY BOARD OF COMMISSIONERS**  
Michael A. Webster, Chair  
Adopted: September 17, 2019

**BUDGET**  
**RESOLUTION B**  
**September 17, 2019**

**PRESENT:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster – 11*

**Commissioner Krafft offered the following resolution and moved for adoption. The motion was seconded by Commissioner Ruth.**

**WHEREAS,** The Board of Commissioners has established salaries of all officials and employees of Saginaw County, with the exception of unsettled bargaining units of the County; and,

**WHEREAS,** It is the intent of the Board of Commissioners that the salaries established are in lieu of any and all fees, either County or State, collected by any said employee or official; and,

**WHEREAS,** The Board of Commissioners of Saginaw County desires at this time to adopt a salary schedule for the fiscal year beginning October 1, 2019 and ending September 30, 2020.

**NOW, THEREFORE, BE IT RESOLVED,** That the respective departments be and are hereby restricted to the staffing level as provided in the Departmental Personnel Schedule in the 2020 Budget at rates of compensation set forth in attached Salary Schedules for the fiscal year beginning October 1, 2019 and ending September 30, 2020.

**BE IT FURTHER RESOLVED #1,** That fees and/or remunerations of any kind received by a County employee or official in the performance of his/her official duties shall be forthwith turned over to the Treasurer of Saginaw County by said employee or official and same shall be credited to the General Fund of Saginaw County. The exceptions would be those fees or remunerations (i.e. per diems) specifically established by law or authorized by the Board of Commissioners, which shall be allowed; and,

**BE IT FURTHER RESOLVED #2,** That the elected officials, appointees, and employees shall be paid for the fiscal year on a bi-weekly basis in the grades and steps as provided in the Departmental Personnel Schedule in said 2020 Budget; and,

**BE IT FURTHER RESOLVED #3,** That all salaries paid to said employees shall be based on length of service with Saginaw County in accordance with the aforementioned Salary Schedules, except as otherwise provided in the Personnel Policy Manual; and,

**BE IT FURTHER RESOLVED #4,** That County-wide Elected Officials’ (County Clerk, County Treasurer, County Prosecutor, Public Works Commissioner, Register of Deeds, and Sheriff) compensation be adjusted at the same percentage wage rate for County non-union employees; and,

**BE IT FURTHER RESOLVED #5,** That the proper County officials be authorized and directed to adjust the budgets of the departments staffed by members of bargaining units in accordance with the contracts approved by the Board of Commissioners.



**Yeas:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 11*

**TOTAL:** - 11

Respectfully Submitted,

**SAGINAW COUNTY BOARD OF COMMISSIONERS**

Michael A. Webster, Chair

Adopted: September 17, 2019

**[Res. B Elected/Appointed Officials Compensation Chart on Next Page]**



**RESOLUTION B  
COUNTY OF SAGINAW  
ELECTED/APPOINTED OFFICIALS COMPENSATION  
September 17, 2019**

<b>NUMBER</b>	<b>TITLE</b>	<b>01/01/2019 AMOUNT</b>	<b>01/01/2020 AMOUNT</b>
1	Chairman, Board of Commissioners	\$ 14,137	\$ 14,137
4	Vice Chair (1), Committee Chair (3), Board of Commissioners	11,689	11,689
6	Member, Board of Commissioners	10,874	10,874
5	Circuit Court Judge	148,469 **	148,469 **
5	District Court Judge	146,721 **	146,721 **
2	Probate Court Judge	148,469 **	148,469 **
1	Clerk	83,558 *	85,230 *
1	Register of Deeds	82,133 *	83,776 *
1	Treasurer	92,466 *	94,315 *
1	Public Works Commissioner	92,319 *	94,165 *
1	Sheriff	111,737 *	113,972 *
1	Prosecutor	139,906 *	142,704 *
3	Veterans Relief Commission	1,200	1,200
1	Chairman, Road Commission	6,000	6,000
4	Member, Road Commission	5,000	5,000
3	Member, Department of Human Services Board	4,000	4,000

\* See Budget Resolution B – compensation to be adjusted at the same percentage wage rate as County nonunion employees.

\*\* Judges’ annual salaries are paid pursuant to State law.



**BUDGET  
RESOLUTION C  
September 17, 2019**

**PRESENT:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster – 11*

**Commissioner Stack offered the following resolution and moved for adoption. The motion was seconded by Commissioner Kilpatrick.**

**WHEREAS,** The Saginaw County Board of Commissioners (“Board”) has examined the 2020-2024 Capital Improvement Plan for the 2020 Fiscal Year as submitted by the Saginaw County Controller/CAO; and,

**WHEREAS,** The State of Michigan, Public Act 2 of 1968, as amended, known as the Uniform Budget and Accounting Act requires local units of government to develop, update and adopt a plan each year in conjunction with the regular budget process. The Capital Improvement Plan is a five-year outline of recommended projects, estimated costs and proposed means of financing. The intent is to identify needs and plan for expenditures to meet those needs in an orderly, but flexible manner.

**NOW, THEREFORE, BE IT RESOLVED,** That the County of Saginaw Capital Improvement Plan for the 2020 Fiscal Year is hereby adopted, subject to the availability of funds.

**BE IT FURTHER RESOLVED,** That the proper County officials be authorized and directed to proceed with the priority A projects, as attached, for the 2020 Fiscal Year.

**Yeas:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 11*

**TOTAL:** - 11

Respectfully Submitted,

**SAGINAW COUNTY BOARD OF COMMISSIONERS**

Michael A. Webster, Chair

Adopted: September 17, 2019



**County of Saginaw  
Five Year Capital Budget  
Covering Years 2020-2024**

**Capital Needs/Requests**

Department	Total of Requests	Year Requested & Estimated Amount					
		2020		2021	2022	2023	2024
		Approved	Not Approved				
Animal Control	\$11,000,000	\$11,000,000	\$0	\$0	\$0	\$0	\$0
Board of Commissioners	\$5,000	\$5,000	\$0	\$0	\$0	\$0	\$0
Circuit Court	\$185,000	\$30,000	\$0	\$60,000	\$60,000	\$35,000	\$0
Commission on Aging	\$737,172	\$192,372	\$0	\$226,800	\$194,000	\$124,000	\$0
Community Corrections / Jail Reimbursement Offices	\$15,000	\$0	\$0	\$15,000	\$0	\$0	\$0
Controller's Office	\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$0
County Clerk	\$33,500	\$33,500	\$0	\$0	\$0	\$0	\$0
70th District Court	\$173,000	\$28,000	\$0	\$30,000	\$30,000	\$25,000	\$60,000
Equalization	\$14,000	\$14,000	\$0	\$0	\$0	\$0	\$0
Family Division	\$50,000	\$5,000	\$0	\$35,000	\$0	\$10,000	\$0
Friend of the Court	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Health Department	\$514,750	\$400,000	\$114,750	\$0	\$0	\$0	\$0
HW Browne Airport	\$2,496,667	\$65,000	\$0	\$166,667	\$1,420,000	\$65,000	\$780,000
Information Systems & Services	\$13,299,613	\$3,662,142	\$71,471	\$4,827,500	\$2,932,000	\$1,064,500	\$742,000
Juvenile Detention Center	\$566,000	\$41,000	\$0	\$167,000	\$199,000	\$159,000	\$0
Maintenance-Asbestos	\$255,000	\$51,000	\$0	\$51,000	\$51,000	\$51,000	\$51,000
Maintenance-Bagley St.	\$30,000	\$15,000	\$0	\$15,000	\$0	\$0	\$0
Maintenance-County Office Building	\$384,500	\$24,000	\$100,500	\$60,000	\$200,000	\$0	\$0
Maintenance-Courthouse	\$1,472,000	\$418,000	\$353,000	\$549,000	\$104,500	\$47,500	\$0
Maintenance-Other County Properties	\$436,500	\$124,000	\$167,500	\$57,000	\$73,000	\$15,000	\$0
Maintenance-Jail	\$30,000	\$15,000	\$0	\$15,000	\$0	\$0	\$0
Maintenance-Sheriff Admin./911	\$78,000	\$74,000	\$0	\$4,000	\$0	\$0	\$0
Medical Examiner	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Michigan Works **	\$0	N/A	N/A	N/A	N/A	N/A	N/A
Mosquito Abatement	\$1,221,700	\$477,450	\$0	\$267,500	\$175,200	\$157,200	\$144,350



Parks & Recreation	\$1,151,100	\$401,600	\$0	\$519,000	\$74,000	\$82,500	\$74,000
Planning	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Probate Court	\$68,000	\$0	\$3,000	\$15,000	\$50,000	\$0	\$0
Prosecutor's Office	\$103,100	\$64,500	\$23,600	\$7,000	\$4,000	\$4,000	\$0
Public Works	\$262,000	\$36,000	\$0	\$74,000	\$37,500	\$76,000	\$38,500
Register of Deeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sheriff Less than \$5,000 (Bulletproof Vests, Ammo, Taser Cartridges, Pepper Spray)	\$186,185	\$37,534	\$2,829	\$31,740	\$44,214	\$30,169	\$39,699
Sheriff-Inmate Services	\$70,300	\$23,600	\$0	\$11,200	\$12,100	\$12,100	\$11,300
Sheriff-Jail	\$183,173	\$39,369	\$0	\$36,169	\$24,469	\$17,583	\$65,583
Sheriff-Law Enforcement (Road Patrol)	\$1,399,119	\$190,010	\$106,000	\$270,355	\$282,614	\$270,355	\$279,785
Sheriff-Emergency Services	\$11,700	\$1,600	\$0	\$3,700	\$2,000	\$2,200	\$2,200
Treasurer's Office	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Totals for All Departments</b>	<b>\$36,442,079</b>	<b>\$17,478,677</b>	<b>\$942,650</b>	<b>\$7,514,631</b>	<b>\$5,969,597</b>	<b>\$2,248,107</b>	<b>\$2,288,417</b>

\*\* See detail page for further departmental information.

Means of Financing	Total of Requests	Year Requested & Estimated Amount					
		2020		2021	2022	2023	2024
		Approved	Not Approved				
Animal Control	\$11,000,000	\$11,000,000	\$0	\$0	\$0	\$0	\$0
Building Authority	\$53,000	\$49,000	\$0	\$4,000	\$0	\$0	\$0
Child Care	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Commission on Aging	\$420,972	\$164,472	\$0	\$169,140	\$78,680	\$8,680	\$0
Courthouse Preservation Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Delinquent Tax Revolving	\$0	\$0	\$0	\$0	\$0	\$0	\$0
District Court-Special Parking Fund	\$113,000	\$28,000	\$0	\$0	\$0	\$25,000	\$60,000
Donations	\$106,085	\$106,085	\$0	\$0	\$0	\$0	\$0
Drain Revolving Maintenance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Emergency Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal Grant	\$2,563,200	\$86,400	\$0	\$207,660	\$1,393,320	\$173,820	\$702,000
Friend of the Court	\$0	\$0	\$0	\$0	\$0	\$0	\$0
General Fund	\$77,829	\$0	\$2,829	\$37,000	\$0	\$38,000	\$0
Health Department	\$514,750	\$400,000	\$114,750	\$0	\$0	\$0	\$0
HW Browne Airport	\$124,833	\$3,250	\$0	\$8,333	\$71,000	\$3,250	\$39,000





Information Systems & Services	\$13,044,142	\$3,448,142	\$30,000	\$4,827,500	\$2,932,000	\$1,064,500	\$742,000
Inmate Services	\$70,300	\$23,600	\$0	\$11,200	\$12,100	\$12,100	\$11,300
Law Enforcement	\$1,531,281	\$219,194	\$106,000	\$290,666	\$315,199	\$290,681	\$309,541
Local Corrections Officer Training	\$15,500	\$2,900	\$0	\$3,000	\$3,100	\$3,200	\$3,300
Mosquito Abatement	\$1,221,700	\$477,450	\$0	\$267,500	\$175,200	\$157,200	\$144,350
Motor Pool	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Recreation	\$848,000	\$98,500	\$0	\$519,000	\$74,000	\$82,500	\$74,000
Public Improvement-General	\$3,709,771	\$1,024,600	\$689,071	\$998,700	\$722,500	\$272,700	\$2,200
Public Improvement-Restricted	\$490,967	\$108,319	\$0	\$107,998	\$81,398	\$72,626	\$120,626
Risk Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Road Patrol Millage	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SCCJCC	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sheriff-Special Projects	\$12,900	\$2,500	\$0	\$2,600	\$2,600	\$2,600	\$2,600
Soil Erosion	\$187,000	\$36,000	\$0	\$37,000	\$37,500	\$38,000	\$38,500
State Grant	\$336,848	\$200,265	\$0	\$23,333	\$71,000	\$3,250	\$39,000
Unidentified	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Totals</b>	<b>\$36,442,079</b>	<b>\$17,478,677</b>	<b>\$942,650</b>	<b>\$7,514,631</b>	<b>\$5,969,597</b>	<b>\$2,248,107</b>	<b>\$2,288,417</b>



**BUDGET  
RESOLUTION D  
September 17, 2019**

**PRESENT:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster – 11*

**Commissioner Krafft offered the following resolution and moved for adoption. The motion was seconded by Commissioner Ruth.**

**WHEREAS,** The Board of Commissioners has established fees for services for all elected offices and departments of Saginaw County; and,

**WHEREAS,** It is the intent of the Board of Commissioners that the fees for services established are to be approved annually through the budget adoption process; and,

**WHEREAS,** The Board of Commissioners has incorporated as part of the Fiscal 2020 Budget a County Fee Schedule which shall set the various fees of the County for the fiscal year beginning October 1, 2019 and ending September 30, 2020; and,

**WHEREAS,** The fees listed in the County Fee Schedule shall not be changed without full Board of Commissioner approval during the year.

**NOW, THEREFORE, BE IT RESOLVED,** That the fees to be charged and collected by the various elected offices and departments of Saginaw County are those fees contained with the County Fee Schedule which is made part of the Fiscal 2020 Budget.

**Yeas:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 11*

**TOTAL: - 11**

Respectfully Submitted,

**SAGINAW COUNTY BOARD OF COMMISSIONERS**

Michael A. Webster, Chair

Adopted: September 17, 2019



**COUNTY OF SAGINAW**

**Fee Schedule**

**2019 ~ 2020 Budget**

The following fees shall be incorporated into the fee schedules for the following departments and shall become effective on October 1, 2019.

<u>Fee Description</u>	<u>Authority</u>	<u>FY 2019 Approved Fee</u>	<u>FY 2020 Recommended Fee</u>
<b>All Departments (Unless Otherwise Noted)</b>			
Freedom of Information Act (FOIA) Fees	County Policy #112	Subject to Change - see County Policy #112	Subject to Change - see County Policy #112
Record Copying - Copy Machine	County	1.00 per page	1.00 per page
Non-Certified Copies	County	1.00 per page	1.00 per page
Record Copying-Police Reports for Defense Attorney-Prosecutor	County	1.00 per page	1.00 per page
Faxing Service Fee	County	2.00 per page	2.00 per page
Re-Printing of W-2's	County	10.00	10.00

<b>Animal Control</b>			
<b>Dog Licenses</b>			
Regular (Unaltered) (Before March 1)	County Ordinance #110 (Am. 2010)	\$25.00	\$25.00
Regular (Unaltered) (After March 1)	County Ordinance #110 (Am. 2010)	50.00	50.00
Unsexed (Altered) (Before March 1)	County Ordinance #110 (Am. 2010)	12.00	12.00
Unsexed (Altered) (After March 1)	County Ordinance #110 (Am. 2010)	24.00	24.00
Seniors Unsexed (Altered) (Before March 1)	County Ordinance #110 (Am. 2010)	5.00	5.00
Seniors Unsexed (Altered) (After March 1)	County Ordinance #110 (Am. 2010)	10.00	10.00
Administrative Fee for Replacement of Lost License	County Ordinance #110 (Am. 2010)	5.00	5.00
<b>Miscellaneous Fees</b>			
Animal Complaint Report Fees	County	1.50	1.50
Animal Trap Fees	County	10.00	10.00
Board & Care of Animals	County Ordinance #110 (Am. 2010)	15.00 per day	15.00 per day
Dead Animal Disposal Fee	County	9.00	9.00
Dead Animal Pick Up Service Fee	County	75.00 + 9.00 disposal fee	75.00 + 9.00 disposal fee
Euthanasia Fee	County	30.00	30.00
Euthanasia Disposal Fee	County	15.00	15.00
Fees & Charges - Animal Cruelty	State	Court Ordered	Court Ordered
Impoundment Fees - 1st Offense	County	60.00	60.00
Impoundment Fees - 2nd Offense	County	120.00	120.00
Impoundment Fees - 3rd Offense (if animal is <u>not</u> spayed/neutered)	County	200.00	200.00



Impoundment Fees - 3rd Offense (if animal is already spayed/neutered)	County	200.00	200.00
Kennel License Fee 10 or less (Before June 1)	County Ordinance #110 (Am. 2010)	10.00	10.00
Kennel License Fee 11 or more (Before June 1)	County Ordinance #110 (Am. 2010)	25.00	25.00
Kennel License Fee 10 or less (After June 1)	County Ordinance #110 (Am. 2010)	20.00	20.00
Kennel License Fee 11 or more (After June 1)	County Ordinance #110 (Am. 2010)	50.00	50.00
Kennel Inspection Fees	County Ordinance #110 (Am. 2010)	50.00	50.00
Owned Animal Pick Up	County	35.00 per animal	35.00 per animal
Sales - Dogs	County	125.00	125.00
Sales - Dogs over 7	County	50.00	50.00
Sales - Cats	County	50.00	50.00
Sales - Other Animals	County	15.00	15.00
Spay/Neuter Deposit - Retail	State (MCL 287.338a)	100.00	100.00
Spay/Neuter Deposit - Rescues	State (MCL 287.338a)	25.00	25.00

<b>Board of Commissioners</b>			
Use of Board Chambers and Committee Rooms	County	\$100.00 half-day (1-4 hrs)	\$100.00 half-day (1-4 hrs)
Use of Board Chambers and Committee Rooms	County	200.00 full-day (4-8 hrs)	200.00 full-day (4-8 hrs)
Cancellation Fee	County	50.00	50.00

<b>Circuit Court</b>			
Court Costs	State	Varies	Varies
Crime Victim Rights Fee	State (MCL 780.05)	130.00	130.00
Child Support Show Cause Fee	County	150.00	150.00
Court Cost Reimbursement-State Prisoners	State (MCL 800.452)	Varies	Varies
Penal Fines	State (MCL 397.36)	Varies	Varies
State Minimum Fee	State	68.00 x convicted count	68.00 x convicted count
Costs of Prosecution	State (MCL 769.1f)	Varies	Varies
Emergency Response Reimbursement	State (MCL 769.1f)	Varies	Varies
Driver License Clearance Fee	State (MCL 257.321a)	45.00	45.00
Reimbursement - Court Appointed Attorney	Court	Varies	Varies
20% Late Penalty	State (MCL 600.4803(1))	20% of non-restitution	20% of non-restitution
NSF Check Fee	Court	25.00	25.00
Contempt Fees	Court	Varies	Varies
Cost to Compel Appearance	State (MCL 769.1k(2))	Varies	Varies

<b>Commission on Aging</b>			
Transportation Fees	County	\$2.00 one way trip	\$2.00 one way trip

<b>County Clerk</b>			
Assumed Name	State	\$10.00	\$16.00



Assumed Name Address Change		10.00	10.00
Assumed Name Discontinuance		10.00	10.00
Assumed Name Timely Renewal	State	-	14.00
Certified Copies (Birth, Deaths, Marriages)	County	15.00	15.00
Certified Copies - additional copies	County	7.00	7.00
Co-Partnership Filing		10.00	10.00
Co-Partnership Address Change		10.00	10.00
Co-Partnership Discontinuance		10.00	10.00
Concealed Weapon Permit - NEW & REAPPLY	State (MCL 28.425b(5); 28.425b(9))	100.00	100.00
Concealed Weapon Permit - RENEWAL	State (MCL 28.425l(1))	115.00	115.00
Concealed Weapon Permit Replacement	State (MCL 28.425b(15))	10.00	10.00
Concealed Weapon Appeal	State	150.00 + 25.00 electronic filing fee	150.00 + 25.00 electronic filing fee
Concealed Weapon Restoration of Right (Appeal)	State	150.00 + 25.00 electronic filing fee	150.00 + 25.00 electronic filing fee
Discharge of Property Lien	County	20.00	20.00
Election Copies (per page)	County	1.00	1.00
Irrevocable Consent	State	-	2.00
Mailing Service Fee	County	1.00	1.00
<b>Qualified Voter File Copies</b>			
All Reports	County	0.25 per page	0.25 per page
Labels (30 labels per sheet)	County	0.45	0.45
Copy on Paper Household Label Option	County	0.25 per page	0.25 per page
Copy of List on Computer Disc (per voter)	County	50.00	50.00
Email List	County	0.25 per page	0.25 per page
Marriage License in County	State (MCL 551.103)	20.00	20.00
Marriage License out County	State	30.00	30.00
Marriage License Waiver	County	10.00	10.00
<b>Qualified Voter File Maintenance</b>			
Under 500 Registered Voters	County	150.00	150.00
500-999 Registered Voters	County	200.00	200.00
1,000-1,999 Registered Voters	County	300.00	300.00
2,000-2,999 Registered Voters	County	400.00	400.00
3,000+ Registered Voters	County	500.00	500.00
<b>Notarization</b>			
Notary Bond Filing	State	10.00	10.00
Notary Acknowledgement (per document)	County	5.00	5.00
Per Document no Typing	County	3.00	3.00
Per Document we do Typing	County	5.00	5.00
<b>Passports</b>			
Passport Application Processing Fee	County	35.00	35.00
Passport Photos	County	10.00	10.00
New Passport Book Application (persons 16 & over)	Federal	110.00	110.00
New Passport Book Application (persons 15 & under)	Federal	80.00	80.00
New Passport Card Application (persons 16 & over)	Federal	30.00	30.00



New Passport Card Application (persons 15 & under)	Federal	15.00	15.00
Passport Application Expediting Fee	Federal	60.00 + overnight delivery costs	60.00 + overnight delivery costs
Renewal Passport Book Application (persons 16 & over)	Federal	110.00	110.00
Renewal Passport Card Application (persons 16 & over)	Federal	30.00	30.00
<b>Court Fees</b>			
Admit to Bar	State	25.00	25.00
Appeal Fees	State	Varies	Varies
Appeal from District Court	State	175.00	175.00
Appeal to Court of Appeals	State	25.00	25.00
Application to Set Aside Conviction Packet	County	-	2.00
Bond Costs	State	Varies	Varies
Court Copy (Per Page)	State	1.00	1.00
Certification	State	10.00	10.00
Custody/Parenting Time	State	100.00	100.00
Debtor Discovery Subpoena Judgment	State	15.00	15.00
Divorce Packet	County	-	75.00
Divorce Packet with Children	County	-	85.00
Drivers' License Clearance Fee	State (MCL 257.321c)	45.00	45.00
Filing Fee - Civil	State	150.00 + 25.00 electronic filing fee	150.00 + 25.00 electronic filing fee
Foreign Judgment	State	150.00 + 25.00 electronic filing fee	150.00 + 25.00 electronic filing fee
Garnishment Fee	State	15.00	15.00
Judgment Fee (Divorce with Children)	State	80.00	80.00
Jury Fee	State	85.00	85.00
Motion Fee	State	\$20.00	\$20.00
Name Change Packet	County	-	5.00
Order of Filiations Fee	State	59.00	59.00
Record Search	County	-	10.00
Register of Action	County	1.00 per page	1.00 per page
Writ of Attachment	State	15.00	15.00
Writ of Execution	State	15.00	15.00

<b>District Court</b>			
Bond Costs (10% bonds only)	State	10% of bond	10% of bond
Contempt Fees	Court	Varies	Varies
NSF Check Fee	Court	25.00	25.00
Statute Fines	State	50% of fine	50% of fine
Restricted License Fee	Court	25.00	25.00
Filing Fee (Claim \$10,000 - \$25,000)	State (MCL 600.8371)	150.00 + 25.00 electronic filing fee	150.00 + 25.00 electronic filing fee
Filing Fee (Claim \$3,000 - \$9,999)	State (MCL 600.8371)	65.00	65.00



Filing Fee (Claim \$600 - \$3,000)	State (MCL 600.8371)	45.00	45.00
Filing Fee (Claim less than \$600)	State (MCL 600.8371)	25.00 + 10.00 electronic filing fee	25.00 + 10.00 electronic filing fee
Appeal Fees	State (MCL 600.6526)	25.00	25.00
Certified Copy	State (MCL 600.2546)	10.00	10.00
Certified Mail	Court	7.00	7.00
Certified Mail-Restricted	Court	10.00	10.00
Discovery Subpoena	State (MCL 600.5757)	15.00	15.00
Jury Fee	State (MCL 600.5738)	50.00	50.00
Record Check Fee	Court	10.00	10.00
Order to Seize Property	State (MCL 600.5757)	15.00	15.00
Writ of Garnishment	State (MCL 600.5757)	15.00	15.00
Marriage Fees	State (MCL 600.8316)	10.00	10.00
Costs of Prosecution	State (MCL 769.1f)	Varies	Varies
Police Reimbursement	State (MCL 769.1f)	Varies	Varies
Probation Oversight Fees	Court	30.00 per month	30.00 per month
Clearance Card Fees	State (MCL 257.321)	45.00	45.00
Crime Victims Rights Fee	State (MCL 780.905)	75.00	75.00
Assessment Fees-Probation	Court	80.00	80.00
Sale of Forms	Court	0.50	0.50
Reimbursement-Court Appointed Atty	Court	Varies	Varies
Charges for Credit Bureau	Court	0.25 per judgment	0.25 per judgment
Assessment Fee-Courthouse Preservation Fund	Court/County	10.00	10.00
Claim (other than money judgment)	State (MCL 600.8371)	65.00	65.00
Small Claims up to \$600	State (MCL 600.8420)	25.00	25.00
Small Claims \$600 - \$1,750	State (MCL 600.8420)	45.00	45.00
Small Claims \$1,750 - \$3,000	State (MCL 600.8420)	65.00	65.00
Summ Proceeding Possession Only	State (MCL 600.5756)	45.00	45.00
Summ Proceeding Claim up to \$600	State (MCL 600.8371)	25.00	25.00
Summ Proceeding \$600 - \$1,750	State (MCL 600.8371)	45.00	45.00
Summ Proceeding \$1,750 - \$10,000	State (MCL 600.8371)	65.00	65.00
Summ Proceeding \$10,000 - \$25,000	State (MCL 600.8371)	150.00	150.00
Motion Fee - Civil Division	State (MCL 600.8371)	20.00	20.00
DNR Fish and Game	State (MCL 324.1609)	10.00	10.00
Justice System Assessment - Civil Infractions	State (MCL 600.8381)	40.00	40.00
Justice System Assess. - Non Civil Infractions	State (MCL 600.8827)	10.00	10.00
Minimum State Costs - Simple Misdemeanors	State (MCL 600.8381)	50.00	50.00
Minimum State Costs - Serious/Specified Misdemeanors	State (MCL 769.1j)	53.00	53.00
MOR Assessment Fee	Court	25.00	25.00
Notice of Judgment Lien	State (MCL 600.2805)	10.00	10.00
20% Late Fee Penalty	State (MCL 600.4803)	Varies	Varies
PLUS Assessment Fee	Court	25.00	25.00
Default Set Aside Fee	Court	5.00	5.00
Domestic Violence Inventory Test	Court	80.00	80.00
Pre-Sentence Investigative Report	Court	50.00	50.00



Veterans Treatment Court Participation Fee	Court/County (11/19/13 Courts & Public Safety 3.1)	300.00	300.00
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<b>Equalization</b>			
Electronic Transfer of Assessment Information	County	\$500.00	\$500.00
Services for Summer Tax Bills & Rolls (+ maint)	County	2.00 per parcel	2.00 per parcel
Services for Winter Tax Bills & Rolls	County	1.00 per parcel	1.00 per parcel
Special Assessment Rolls	County	0.50 per parcel	0.50 per parcel
Appraisal Folders	County	0.60	0.60
Report/Printouts	County	10.00 + 0.10 page	10.00 + 0.10 page
0-50 Labels	County	5.00 + 0.20 a label	5.00 + 0.20 a label
Over 50 Labels	County	5.00 + 10.00 first 50 labels + 0.03 per label over 50	5.00 + 10.00 first 50 labels + 0.03 per label over 50

<b>Family Division</b>			
<b>Adoption Fees</b>			
Adoption Fees - Petition for Adoption	State (MCL 600.880(1))	\$150.00	\$150.00
Order Confirming Adoption	State (MCL 600.2546)	10.00	10.00
Adoption Home Study	County	-	100.00
Bond Costs	State	10% of 10% Bond	10% of 10% Bond
Certified Copies	State (MCL 600.2546)	10.00 first page + 1.00 each additional page	10.00 first page + 1.00 each additional page
CD of Recorded Hearing	County	10.00	10.00
<b>Juvenile Hearings</b>			
Court Costs- Delinquent, Traffic & Ordinance	County	100.00	100.00
State Costs - Per Charge	State (MCL 600.8381)	40.00 - 60.00	40.00 - 60.00
Victim's Rights Fee	State (MCL 780.905)	20.00	20.00
Motion, Petition, Account, Objections, Claims Hearings	State (MCL 600.8806(1))	20.00	20.00
Show Cause Hearings	State (MCL 600.4801 & 03)	100.00 + 20% unpaid cost/fee	100.00 + 20% unpaid cost/fee
Probation Oversight Fees	County	100.00	100.00

<b>Friend of the Court</b>			
Judgment Fees (Non IV-D) Modification of Custody or Parenting Time	State (MCL 600.2529)	\$80.00	\$80.00
Judgment Fees (IV-D) Modification of Support	State (MCL 600.2529)	40.00	40.00
Judgment Fees (Non IV-D) Per Judgment of Divorce when Children Involved	State (MCL 600.2529)	80.00	80.00
Statutory Fees - Payers with Active Cases	State (MCL 780.173)	2.00 per month	2.00 per month
Caseworker Investigation Fees	County	150.00 per petitioner	150.00 per petitioner
Payment Processing Fee Payers with Active Cases	State (MCL 600.2538)	0.25 per month	0.25 per month
Marriage Licenses	State (MCL 551.103)	15.00	-
Reimbursement - Marriage Counseling	County	Varies	Varies





Show Cause Court Fees	County	150.00	150.00
Driver's License Clearance Fee	State (MCL 257.321c)	45.00	45.00

<b>Health Department</b>			
<b>Laboratory Fees</b>			
Routine Well Water Analysis-Coliform & Anions	County	\$25.00	\$27.00
Routine Well Water Analysis-Coliform, Anions & Cations	County	32.00	33.00
Pool/Spa Testing	County	27.00	29.00
Routine Coliform up to 72 Hours	County	15.00	16.00
24 Qualitative Coliform	County	16.00	17.00
24 Quantitative Coliform	County	18.00	20.00
Limited Chemistry (Anion Testing)	County	13.00	14.00
Expanded Chemistry (Anion & Cation)	County	17.00	18.00
Standard Plate Count Test	County	13.00	14.00
Blood Draw	County	10.00	10.00
Paternity Collection	County	25.00	27.00
VDRL (Syphilis)	County	15.00	15.00
Thayer Martin (GC)	County	15.00	15.00
Direct Gram Stain	County	-	4.00
Chlamydia/GC NAAT	County	36.00 - 80.00	36.00 - 80.00
Chlorine Wheel Calibration (EHS)	County	15.00	15.00
Reagent Preparation (KOH or Saline)	County	10.00	10.00
Dairy Coliform	County	18.00	18.00
Spore Strip Verification of Sterilization (Yearly Fee)	County	85.00	95.00
pH Analysis	County	12.00	13.00
Enrollment Fee	County	25.00	25.00
Drug Testing Confirmation	County	75.00	40.00
Single Analyte Drug Screen Quantitative	County	17.00	18.00
5 Panel Quantitative Urine Drug Screen	County	20.00	21.00
9 Panel Quantitative Urine Drug Screen	County	23.00	24.00
Rapid Drug Screen 10 Panel, includes secondary testing on positives	County	28.00	28.00
EtG (ethyl glucuronide)	County	20.00	21.00
Rice Water Testing	County	15.00	16.00
<b>Environmental Health Fees</b>			
License Surcharge	State of Michigan	TBD by MDA	TBD by MDA
Food Service 0-50 Seats	County	395.00	400.00
Food Service 51-75 Seats	County	473.00	480.00
Food Service 76-100 Seats	County	580.00	590.00
Food Service 101+ Seats	County	756.00	770.00
Non-Profits	County	50% of established fee	50% of established fee
Educational Facilities, Non-County Governments	County	50% of established fee	50% of established fee
Educational Facilities, Governmental Entity	County	-	50% of established fee



Late Fee	County	20% after April 30th; additional 10% per month after May 31st	20% after April 30th; additional 10% per month after May 31st
Late Fee (Non-Profit)	County	27.00	30.00
Food Service No Surcharge	County	5.00 Consumer Education Fee to MDARD	5.00 Consumer Education Fee to MDARD
Food Service Seasonal 0-50 Seats	County	296.00	300.00
Food Service Seasonal 51-75 Seats	County	355.00	360.00
Food Service Seasonal 76-100 Seats	County	436.00	445.00
Food Service Seasonal 101+ Seats	County	567.00	575.00
<b>Temporary Food License</b>			
License Surcharge	State of Michigan	TBD by MDARD	TBD by MDARD
Temporary Food 1-9 days	County	91.00	95.00
Temporary Food 10-14 days	County	115.00	120.00
Temporary Food 1-9 days (Non-Profit)	County	No Surcharge 50.00 w/educational training fee	No Surcharge 50.00 w/educational training fee
Temporary Food 10-14 days (Non-Profit)	County	No Surcharge 63.00 w/educational training fee	No Surcharge 63.00 w/educational training fee
Late Fee - 2-5 days before event	County	45.00	50.00
Late Fee - Friday before weekend event/day before weekday event	County	90.00	95.00
Late Fee - Day of event	County	Double Normal Fee	Double Normal Fee
<b>Special Transitory Food Units (STFU)</b>			
License Fee	State of Michigan	TBD by MDARD	TBD by MDARD
Inspection Fee	State of Michigan	TBD by MDARD	TBD by MDARD
<b>Mobile Units</b>			
License Fee	County	392.00	400.00
<b>Plan Review</b>			
Plan Review 0-50 seats	County	844.00	855.00
Plan Review 51-75 seats	County	1009.00	1025.00
Plan Review 76-100 seats	County	1,213.00	1,230.00
Plan Review 101+ seats	County	1,540.00	1,560.00
Plan Review STFU & Mobile	County	962.00	975.00
Plan Review Limited	County	668.00	680.00
Construction without plans submitted	County	Double Normal Fee	Double Normal Fee
Pre-opening follow-up inspection	County	261.00	265.00
<b>Septic Permits - Residential</b>			
Residential Septic Permit	County	434.00	440.00
Residential Septic Tank Only Permit	County	200.00	200.00
Failed Septic Inspection Follow Up Fee for Installer/Contractor	County	-	135.00
<b>Septic Permits - Commercial</b>			
Commercial Septic 1-1,000 gal/day	County	434.00	440.00
Commercial Septic 1,001-2,000 gal/day	County	643.00	655.00
Commercial Septic 2,001-5,000 gal/day	County	771.00	785.00
Commercial Septic 5,001-10,000 gal/day	County	932.00	945.00



Installation/Construction of system w/o permit	County	Double Normal Fee	Double Normal Fee
Commercial Septic Tank Only Permit	County	200.00	200.00
<b>Well Permits</b>			
Residential Type III Well	County	188.00	205.00
Commercial Type III Well	County	231.00	235.00
Commercial Type II Well	County	338.00	345.00
Irrigation /Test Well - no sample	County	219.00	225.00
Installation w/o permit	County	Double Normal Fee	Double Normal Fee
Capacity/Quantity Test	County	183.00	190.00
Non-Community Level II Assessment	County	183.00	190.00
Type II Water Sample Collection Fee	County	-	85.00 + cost of samples
Failed Septic Inspection Follow Up Fee for Installer/Contractor	County	-	135.00
<b>Septic Well Evaluations</b>			
Mortgage Evaluation Well	County	198.00 + 26.00 per lead sample	205.00 + 26.00 per lead sample
Mortgage Evaluation Septic	County	326.00 + 26.00 per lead sample	330.00 + 26.00 per lead sample
Mortgage Evaluation Well & Septic	County	455.00	465.00
Performance Inspection Septic	County	326.00	330.00
Performance Inspection Septic & Well	County	455.00	465.00
<b>MDHHS Inspections</b>			
MDHHS Full Inspection	County	391.00	400.00
<b>Other Programs</b>			
Body Art Facility Inspection	County	183.00	190.00
Body Art Facility Plan Review	County	354.00	360.00
Land Evaluation (void @ 3 years)	County	198.00	205.00
Plat Review	County	562.00 + 16.00 per lot	570.00 + 16.00 per lot
Formal Hearing	County	648.00	660.00
Board of Appeals	County	391.00	400.00
Office Conference	County	59.00	200.00
Informal Hearing 2nd within two years	County	434.00	440.00
Food Workers Class	County	97.00	100.00
Food Class - ServSafe	County	198.00	205.00
ServSafe Retest	County	112.00	115.00
ServSafe Recertification	County	112.00	115.00
ServSafe Recertification (if cancelled in less than 2 days)	County	38.00	40.00
Swimming Pools/Spas - Inspections	County	183.00 per location + 54.00 per additional pool	1903.00 per location + 54.00 per additional pool
Swimming Pools/Spas - Follow-up Inspection	County	75.00	80.00
Mobile Home Parks 25 sites or less	State of Michigan	25.00	25.00
Mobile Home Parks 26 sites or more	State of Michigan	25.00 + 0.50 per site	25.00 + 0.50 per site
Solid Waste Fee	State of Michigan	As required by Act 451	As required by Act 451
Permanent Campground License	County	183.00	190.00



Temporary Campground License	County	91.00	95.00
Temporary Campground License 1-25 sites	State of Michigan	TBD by DEQ	TBD by DEQ
Temporary Campground License 26-50 sites	State of Michigan	TBD by DEQ	TBD by DEQ
Temporary Campground License 51-75 sites	State of Michigan	TBD by DEQ	TBD by DEQ
Temporary Campground License 76-100 sites	State of Michigan	TBD by DEQ	TBD by DEQ
Temporary Campground License 101-500 sites	State of Michigan	TBD by DEQ	TBD by DEQ
Temporary Campground License 500+ sites	State of Michigan	TBD by DEQ	TBD by DEQ
Radon Test Kits	County	10.00	10.00
Soil Re-evaluation	County	102.00	105.00
Septic Installer Initial Registration	County	112.00	115.00
Septic Installer Registration	County	204.00 every three years	210.00 every three years
Engineered/Alternative System Review	County	257.00	265.00
Enforcement Re-inspections	County	134.00	140.00
Established Hourly Rate Reimbursement (billed in 1/4 hrs.)	County	194.00 per hour	200.00 per hour
CIA Regulation Fine	County	Varies 100.00 - 1,000.00	Varies 100.00 - 1,000.00
Water, Soil & Dust Sample Collection, Air Monitoring	County	198.00 per hour + lab fee	205.00 per hour + lab fee
Lead Risk Assessment	County	412.00	420.00
Lead Inspection	County	359.00	365.00
Combination Inspection/Risk Assessment	County	471.00	480.00
Clearance Sampling	County	305.00	310.00
Cemetery Development Review	County	557.00	565.00
Disinterment Permits	County	100.00	105.00
NSF Check Fee	County	26.00	20.00
<b>Immunization Fee Schedule</b>			
Hepatitis A - Adult	County	65.00	70.00
Hepatitis A - Adolescent	County	40.00	40.00
Hepatitis B - Adult	County	65.00	65.00
Hepatitis B - Adolescent	County	40.00	40.00
Dtap-Hep B-IPV Pediarix	County	80.00	80.00
Dtap	County	35.00	35.00
Dtap-IPV-HIB Pentacel	County	100.00	100.00
Dtap-IPV	County	55.00	55.00
Dt	County	55.00	55.00
Flu	County	20.00	20.00
HPV-9 Gardasil	County	210.00	220.00
IPV	County	35.00	35.00
Meningitis	County	125.00	130.00
Meningococcal B Bexsero	County	170.00	180.00
Meningococcal B Trumenba	County	140.00	140.00
MMR	County	80.00	80.00
HIB	County	30.00	30.00
Pneumonia	County	110.00	110.00
Prennar	County	205.00	205.00



Rotavirus	County	85.00	90.00
TB Test	County	15.00	15.00
TD-PF	County	35.00	35.00
Tdap	County	45.00	45.00
MMR-V (ProQuad)	County	205.00	220.00
Zostavax (Zoster Vaccine)	County	220.00	220.00
Varicella	County	130.00	140.00
Shingrix	County	145.00	155.00
Charge to Administer Vaccine	County	20.00 per injection	20.00 per injection
<b>Family Planning Clinic</b>			
<b>Services</b>			
Initial Visit (ages 5-11)	County	30.00 - 120.00	30.00 - 120.00
Initial Visit (ages 12-17)	County	32.00 - 128.00	32.00 - 128.00
Initial Visit (ages 18-39)	County	32.00 - 128.00	32.00 - 128.00
Initial Visit (ages 40-64)	County	40.00 - 160.00	40.00 - 160.00
Annual Visit (ages 5-11)	County	25.00 - 100.00	25.00 - 100.00
Annual Visit (ages 12-17)	County	25.00 - 100.00	25.00 - 100.00
Annual Visit (ages 18-39)	County	25.00 - 100.00	25.00 - 100.00
Annual Visit (ages 40-64)	County	30.00 - 120.00	30.00 - 120.00
Office Visit-New (Simple)	County	10.00 - 40.00	10.00 - 40.00
Office Visit-New (Moderate)	County	16.00 - 64.00	16.00 - 64.00
Office Visit-New (Complex)	County	22.00 - 88.00	22.00 - 88.00
Office Visit-Established (Simple)	County	7.00 - 28.00	7.00 - 28.00
Office Visit-Established (Moderate)	County	10.00 - 40.00	10.00 - 40.00
Office Visit-Established (Complex)	County	12.00 - 48.00	12.00 - 48.00
Pregnancy Test	County	3.00 - 12.00	3.00 - 12.00
Blood Count - Hemoglobin	County	2.00 - 8.00	2.00 - 8.00
Vaginal Smear (Wet Mount)	County	2.00 - 8.00	2.00 - 8.00
Injection Administration	County	5.00 - 20.00	5.00 - 20.00
IUD Insert	County	18.00 - 72.00	18.00 - 72.00
IUD Removal	County	19.00 - 76.00	19.00 - 76.00
Diaphragm/Cervical Cap Fitting & Instruction	County	16.00 - 64.00	16.00 - 64.00
Insertion Contraceptive Capsule	County	20.00 - 80.00	20.00 - 80.00
Removal Contraceptive Capsule	County	21.00 - 84.00	21.00 - 84.00
<b>Contraceptive Supplies</b>			
Oral Contraceptive (one cycle)	County	5.00 - 20.00	5.00 - 20.00
Plan B (emergency contraceptive)	County	2.00 - 8.00	2.00 - 8.00
Diaphragm/Cervical Cap	County	5.00 - 20.00	5.00 - 20.00
Condoms (Female)	County	1.00 - 4.00	1.00 - 4.00
Foam, Jelly, Cream or VCF	County	2.00 - 8.00	2.00 - 8.00
IUD-Paraguard Copper T	County	62.00 - 248.00	62.00 - 248.00
Nuva Ring	County	8.00 - 32.00	8.00 - 32.00
Xulane Patch	County	15.00 - 60.00	15.00 - 60.00
Levonorgestrel 52mg. (Liletta IUS)	County	15.00 - 60.00	15.00 - 60.00
Depo-Provera	County	10.00 - 40.00	10.00 - 40.00



Implanon Implant System	County	113.00 - 452.00	113.00 - 452.00
<b>Pharmaceuticals</b>			
Flagyl 4 or 8 tabs	County	2.00 - 8.00	2.00 - 8.00
Ferrous Sulphate	County	2.00 - 8.00	2.00 - 8.00
Diflucan	County	2.00 - 8.00	2.00 - 8.00
<b>Sexually Transmitted Disease Clinic</b>			
Clinic Use	County	5.00	5.00
Office Visit - New Patient	County	10.00 - 40.00	10.00 - 40.00
Office Visit - Established Patient	County	7.00 - 28.00	7.00 - 28.00
GC Culture	County	3.00 - 12.00	3.00 - 12.00
GC Test	County	10.00 - 40.00	10.00 - 40.00
VDRL	County	3.00 - 12.00	3.00 - 12.00
Pregnancy Test	County	3.00 - 12.00	3.00 - 12.00
Herpes	County	2.00 - 8.00	2.00 - 8.00
CT/GC Combo Test	County	16.00 - 80.00	16.00 - 80.00
Chlamydia Test	County	10.00 - 40.00	10.00 - 40.00
Vaginal Smear (Wet Mount)	County	2.00 - 8.00	2.00 - 8.00
Venipuncture	County	10.00	10.00
Gram Stain	County	2.00 - 8.00	2.00 - 8.00
<b>Communicable Disease</b>			
Office Visit - New Patient	County	10.00 - 40.00	10.00 - 40.00
Office Visit - Established Patient	County	7.00 - 28.00	7.00 - 28.00
Home Visit - New Patient	County	14.00 - 70.00	14.00 - 70.00
Home Visit - Established Patient	County	12.00 - 60.00	12.00 - 60.00
Venipuncture	County	10.00	10.00

<b>Information Systems &amp; Services</b>			
PC Repair and Maintenance Services On-site Service	County	\$65.00 per hour	\$65.00 per hour
Network Services-Normal Working Day	County	95.00 per hour	95.00 per hour
Network Services-Off Hours & Weekends	County	135.00 per hour	135.00 per hour
Network Design, Web Page, & Consulting Serv	County	110.00 per hour	110.00 per hour
Server Upgrade and New Installation Services	County	As quoted	As quoted
E-mail services	County	12.00 per month	12.00 per month
Remote Connection to County (Authorized Agencies Only) T-1 Connection	County	320.00 per month	320.00 per month
Remote Connection to County (Authorized Agencies Only) T-1 Hardware	County	1,500.00 one-time	1,500.00 one-time

<b>Jail Reimbursement Program</b>			
<b>Reimbursement - Inmates</b>			
Day Parole/Work Release	County	\$10.00 - \$60.00 per day	\$10.00 - \$60.00 per day
Room & Board	State (PA 118)	5.00 - 60.00 per day	5.00 - 60.00 per day
Medicine	County	Actual Cost	Actual Cost



Medical Doctor/Nurse	County	10.00 per visit	10.00 per visit
Medical Procedures	County	Actual Cost	Actual Cost
Property Damages	County	Actual Cost	Actual Cost
<b>Reimbursement - Collection Agencies</b>			
CBM Collections	Contract	0.30	0.30
Midwestern	Contract	-	-
PICI	Contract	-	-
<b>Reimbursement - Department of Corrections</b>			
Room & Board - MDOC Parole Holds	State	\$35.00 per day	\$35.00 per day
Room & Board - Diverted Felons	State	35.00 - 60.00 per day	35.00 - 60.00 per day

**Medical Examiner**

Cremation Permits	County	63.00 each	63.00 each
Autopsy Fees County Resident	County	1,100.00	1,100.00
Autopsy Fees Out of County	County	1,700.00	1,700.00
Court Costs to Testify on Civil Case - up to one hour of time	County	400.00	400.00
Court Costs to Testify on Civil Case - for each hour of time after the first hour	County	350.00	350.00
Toxicology Reports	County	15.00	15.00
Record Copying-Copy Machine	County	2.00 first page + 0.50 each additional page	2.00 first page + 0.50 each additional page

**Parking**

Parking Fines	County Ordinance #112 (Am. 2008)	\$20.00	\$20.00
Processing Fee (3 or more unpaid tickets)	County Ordinance #112 (Am. 2008)	40.00	40.00
Parking Meters	County Ordinance #112 (Am. 2008)	0.50 per hour	0.50 per hour

**Parks & Recreation**

<b>Haithco Recreation Area</b>			
Entry Fee - per person per bus	County	-	-
Entry Fee - walk in	County	-	-
Entry Fee - car or passenger van	County	-	-
Non-Motorized Boat 17 ft & Under	County	1.00	1.00
Pavilion	County	60.00	60.00
Tandem	County	90.00	90.00
Paddle Boat Rental	County	4.00 per thirty minutes or 5.00 per hour	4.00 per thirty minutes or 5.00 per hour
Rowboat Rentals	County	8.00 for two hours + 1.00 each additional hour	8.00 for two hours + 1.00 each additional hour



Canoes	County	7.50 for two hours + 1.00 each additional hour	7.50 for two hours + 1.00 each additional hour
Kayaks	County	5.00 per hour	5.00 per hour
Paddleboard Rentals	County	10.00 per hour	10.00 per hour
Concession Fees	County	Varies	Varies
<b>Imerman Memorial Park</b>			
Entry Fee - per person per bus	County	-	-
Entry Fee - car or passenger van	County	-	-
Boat Launch Fees	County	1.00	1.00
Canoe Rental Fees	County	7.50 for two hours + 1.00 each additional hour	7.50 for two hours + 1.00 each additional hour
Pavilion Reservation Fees	County	60.00	60.00
<b>Price Nature Center</b>			
Pavilion	County	60.00	60.00
Group Campground Rental	County	35.00 per night	35.00 per night
Awning	County	100.00 per day	100.00 per day
Season Pass	County	-	-

<b>Planning Commission</b>			
In-Stock Maps up to 11" x 17"	County	\$10.00	\$10.00
Aerial Photos	County	10.00	10.00
Aerial Photo Slides-35mm to 8 1/2" X 11" Color Copy	County	10.00	10.00
Aerial Photo Slides-35mm to 11" X 17" Color Copy	County	10.00	10.00
Local Road Map Books	County	20.00 - 25.00	20.00 - 25.00
County Road Map	County	2.00	2.00
Research & Viewing of Aerial Photos (\$20 min)	County	20.00 per hour	20.00 per hour
Any large-scale map over 11" x 17"	County	40.00	40.00

<b>Probate Court</b>			
<b>Multiple Types of Cases</b>			
Demand for Jury Trial	State (MCL 600.857(3))	\$30.00	\$30.00
Motion 1	State (MCL 600.880b(1))	20.00	20.00
Objection 2	State (MCL 600.880b(1))	20.00	20.00
Amended Petition	State (MCL 600.880b(1))	20.00	20.00
Petition for Instruction	State (MCL 600.880b(1))	20.00	20.00
Petition to Withdraw a Petition	State (MCL 600.880b(1))	20.00	20.00
Petition to Withdraw as Attorney	State (MCL 600.880b(1))	20.00	20.00
Appeal from Probate Court to Circuit Court or to Court of Appeals	State (MCL 600.880c(1))	25.00	25.00
Petition and Order	State (MCL 600.880b(1))	\$20.00	\$20.00
Issuance of a Commission to Take Testimony	State (MCL 600.874(b); 600.877)	7.00	7.00
Petition for Appointment of Guardian ad Litem	State (MCL 600.880b(1))	20.00	20.00





Petition to Allow Fees of Guardian ad Litem	State (MCL 600.880b(1))	20.00	20.00
Petition for Settlement of Personal Injury Claim	State (MCL 600.880b(1))	20.00	20.00
Writ of Garnishment, Attachment, or Execution	State (MCL 600.880b(2))	15.00	15.00
Petition for Temporary Restraining Order	State (MCL 600.880b(1))	20.00	20.00
<b>Decedents' Estate Cases</b>			
Demand for Notice - No Estate Pending	State (MCL 700.3205)	150.00 + 25.00 electronic filing fee	150.00 + 25.00 electronic filing fee
Demand for Notice Estate Pending	State (MCL 600.880b(1))	20.00	20.00
Petition for Assignment of Estate < \$15,000	State (MCL 600.880(2))	25.00	25.00
Petition to Determine Heirs - No Estate Pending	State (MCL 600.880(1))	150.00 + 25.00 electronic filing fee	150.00 + 25.00 electronic filing fee
Petition to Determine Heirs Estate Pending	State (MCL 600.880b(1))	20.00	20.00
Petition/Application for Probate and/or Appointment of Personal Representative Which Commences an Estate	State (MCL 600.880(1))	150.00 + 25.00 electronic filing fee	150.00 + 25.00 electronic filing fee
Petition/Application for Probate and/or Appointment of Personal Representative Which Commences an Estate Filed After an Estate is Open	State (MCL 600.880b(1))	20.00	20.00
Petition to Reopen a Closed File	State (MCL 600.880(1))	150.00 + 25.00 electronic filing fee	150.00 + 25.00 electronic filing fee
Account for each account filed	State (MCL 600.880b(1))	20.00	20.00
Petition for Allowance of Account Filed Separately from Account	State (MCL 600.880b(1))	20.00	20.00
Petition for Attorney Fees Filed Separately from Account	State (MCL 600.880b(1))	20.00	20.00
Statement and Proof of Claim	State (MCL 600.880b(1))	20.00	20.00
<b>Value of Estate as Reflected in Inventory</b>			
Estate Valued < \$1,000	State (MCL 600.871(1); 600.878)	5.00 -10.00	5.00 -10.00
Estate Valued from \$1,000 to \$2,999.99	State (MCL 600.871(1); 600.879)	25.00	25.00
Estate Valued from \$3,000 to \$9,999.99	State (MCL 600.871(1); 600.880)	25.00 - 68.75	25.00 - 68.75
Estate Valued from \$10,000 to \$24,999.99	State (MCL 600.871(1); 600.881)	68.75 - 143.75	68.75 - 143.75
Estate Valued from \$25,000 to \$49,999.99	State (MCL 600.871(1); 600.882)	143.75 - 237.50	143.75 - 237.50
Estate Valued from \$50,000 to \$99,999.99	State (MCL 600.871(1); 600.883)	237.50 - 362.50	237.50 - 362.50
Estate Valued from \$100,000 to \$500,000	State (MCL 600.871(1); 600.884)	362.50 - 862.50	362.50 - 862.50
Estate Valued from \$500,000.01 to \$1,000,000	State (MCL 600.871(1); 600.885)	862.50 - 1,175.00	862.50 - 1,175.00
Estate Valued above \$1,000,000	State (MCL 600.871(1); 600.886)	1,175.00 and above	1,175.00 and above
Filing of Letters by Foreign Personal Representative	State (MCL 600.880b(1))	20.00	20.00
Any other paper which requests relief or requires a hearing or ruling of the court when a proceeding is pending	State (MCL 600.880(1))	20.00	20.00
<b>Applicable to Trusts</b>			
Initiating a Proceeding Involving a Testamentary Trust - Processed Separately from a Decedent's Estate	State (MCL 600.880(1))	150.00 + 25.00 electronic filing fee	150.00 + 25.00 electronic filing fee
Initiating a Proceeding Involving a Testamentary Trust - Processed as Part of a Decedent's Estate	State (MCL 600.880b(1))	20.00	20.00



Petition to Commence a Proceeding Relating to an Inter Vivos Trust	State (MCL 600.880(1))	150.00 + 25.00 electronic filing fee	150.00 + 25.00 electronic filing fee
Registration of Trust	State (MCL 600.880c(1))	25.00	25.00
Any other paper, no matter how titled, which requests relief or requires a hearing or ruling of the court when a proceeding is pending, including filing an account if ordered by the court	State (MCL 600.880b(1))	20.00	20.00
<b>Applicable to Guardianship cases under EPIC</b>			
Request for Notice of Guardianship Orders - No Proceeding Pending	State (MCL 700.5104 & MCL 600.880a(1))	150.00 + 25.00 electronic filing fee	150.00 + 25.00 electronic filing fee
Request for Notice of Guardianship Orders - Proceeding Pending	State (MCL 600.880b(1))	20.00	20.00
Petition for Full or Limited Guardianship	State (MCL 600.880a(1))	150.00 + 25.00 electronic filing fee	150.00 + 25.00 electronic filing fee
For Each Account Filed if Ordered by Court	State (MCL 600.880b.(1))	20.00	20.00
Any other paper, no matter how titled, which requests relief or requires a hearing or ruling of the court when a proceeding is pending, when filed by anyone other than ward	State (MCL 600.880b(1))	20.00	20.00
<b>Applicable to Conservatorship Cases</b>			
Request for Notice of Orders in Protective Proceedings - No Proceedings Pending	State (MCL 700.5104 & MCL 600.880(1))	150.00 + 25.00 electronic filing fee	150.00 + 25.00 electronic filing fee
Request for Notice of Orders in Protective Proceedings - Proceedings Pending	State (MCL 600.880b(1))	20.00	20.00
Petition for Conservator or Protective Order on same petition	State (MCL 600.880(1))	150.00 + 25.00 electronic filing fee	150.00 + 25.00 electronic filing fee
Account for each account filed	State (MCL 600.880b(1))	20.00	20.00
Petition for Allowance of Account Filed Separately from Account	State (MCL 600.880b(1))	20.00	20.00
Petition for Attorney Fees Filed Separately from Account	State (MCL 600.880b(1))	20.00	20.00
Statement and Proof of Claim	State (MCL 600.880b(1))	20.00	20.00
Petition for Settlement of Personal Injury Claim	State (MCL 600.880b(1))	20.00	20.00
Any other paper, no matter how titled, which requests relief or requires a hearing or ruling of the court when a proceeding is pending, when filed by anyone other than ward	State (MCL 600.880b(1))	20.00	20.00
<b>Applicable to Mental Health Code Cases</b>			
Motions and Subsequent petition involving an estate derived from non-public sources	State (MCL 600.880(3))	20.00	20.00
<b>Applicable to Civil Actions</b>			
Summons and Complaint	State (MCL 600.880(1))	150.00 + 25.00 electronic filing fee	150.00 + 25.00 electronic filing fee
Motion	State (MCL 600.880b(1))	20.00	20.00
Petition to Open Safe Deposit Box	State (MCL 700.2517(2)(a))	10.00	10.00



Will Filed for Safekeeping	State (MCL 600.880c(2))	25.00	25.00
Performing a Marriage	State (MCL 600.874(1)(a); 600.877)	10.00	10.00
Secret Marriage License	State (MCL 551.202)	3.00	3.00
Motion and Order for Delayed Registration of Foreign Birth	State (MCL 600.880(1); 333.2830)	150.00 + 25.00 electronic filing fee	150.00 + 25.00 electronic filing fee
Petition to Establish Death of Victim of Accident or Disaster	State (MCL 600.880(1); 700.1208)	150.00 + 25.00 electronic filing fee	150.00 + 25.00 electronic filing fee
Petition Under Uniform Transfers to Minors Act	State (MCL 600.880(1))	150.00 + 25.00 electronic filing fee	150.00 + 25.00 electronic filing fee
Drain Appeal	State (MCL 280.72(3) & MCL 600.880(1))	150.00 + 25.00 electronic filing fee	150.00 + 25.00 electronic filing fee
Advanced Directive Proceeding	State (MCL 600.880(1))	150.00 + 25.00 electronic filing fee	150.00 + 25.00 electronic filing fee
Petition for Order to Donate Kidney by Minor	State (MCL 700.5105 & MCL 600.880(1))	150.00 + 25.00 electronic filing fee	150.00 + 25.00 electronic filing fee
<b>Copy &amp; Service Fees</b>			
Certified Copy	State (MCL 600.2546)	10.00 + 1.00 per page	10.00 + 1.00 per page
Certified Copy of Deposition	State (MCL 600.874(1)(c); 600.877)	0.03 per folio	0.03 per folio
Taking, Certifying, Sealing, and Forwarding Deposition to Appellate Court	State (MCL 600.874(1)(c); 600.877)	5.00 + 0.10 per folio	5.00 + 0.10 per folio

<b>Public Works/Drain Commission</b>			
Site Plan Review for Developments Impacting County Drains	Department	\$400.00	\$400.00
<b>Soil Erosion and Sedimentation Control</b>			
<b>Residential Permit</b>			
Minor (less than 1 acre)	County	250.00	250.00
Major (greater than 1 acre)	County	250.00 + 150.00 per acre over one	250.00 + 150.00 per acre over one
<b>Industrial/Commercial Permit</b>			
Minor (less than 1 acre)	County	400.00	400.00
Major (greater than 1 acre)	County	400.00 + 200.00 per acre over one	400.00 + 200.00 per acre over one
<b>Mining Operation</b>			
Minor (less than 1 acre)	County	500.00	500.00
Major (greater than 1 acre)	County	500.00 + 50.00 per acre over two	500.00 + 50.00 per acre over two
<b>Utility Permit</b>			
Minor (less than 1 mile)	County	300.00	300.00
Major (greater than 1 mile)	County	300.00 + 50.00 per mile over one	300.00 + 50.00 per mile over one
<b>Annual Renewal of Existing Permit</b>			
Mining Renewal	County	300.00	300.00
Renewal for All Others	County	same as initial fee	same as initial fee
Application Fee	County	-	-



Plan Review	County	-	-
Revised Plan Review	County	-	-
Site Inspection	County	-	-
Request for One-Year Time Extension	County	--	--
Re-Inspection	County	-	-
Residential or Minor Use (under 1 acre)	County	-	-

<b>Register of Deeds</b>			
Survey & Remonumentation	State	\$0.06 per document	\$0.06 per document
Real Estate Transfer Tax - County Only	State	1.10 per thousand	1.10 per thousand
Recording Fees - first page	State	-	-
Recording Fees - per attached page	State	-	-
Recording Fee (regardless of # of pages - \$5 goes to automation fund)	State (MCL 600.2567 (1)(a))	30.00	30.00
Recording Fee for additional instruments assigned or discharged (in addition to \$30 recording fee)	State (MCL 600.2567 (1)(b))	3.00 per additional instrument	3.00 per additional instrument
Copies of Records or Papers	State (MCL 600.2567 (1)(c))	up to 1.00 per page	up to 1.00 per page
Certification of Recorded Documents	State (MCL 600.2567 (1)(d))	5.00	5.00
Sale of Forms (Quit Claim Deed & Warranty Deed)	County	5.00	5.00
Online Record Search Fee	County	up to 5.00 per search	up to 5.00 per search
Off-Site Laredo Access 0-250	County	62.50	62.50
Off-Site Laredo Access 0-250 Overage	County	0.11	0.11
Off-Site Laredo Access 251-1000	County	116.25	116.25
Off-Site Laredo Access 251-1000 Overage	County	0.07	0.07
Off-Site Laredo Access 1001-5000	County	157.50	157.50
Off-Site Laredo Access 1001-5000 Overage	County	0.06	0.06

<b>Sheriff's Department</b>			
Accident & Police Reports, Incarceration Record	County	\$8.00 first five pages	\$8.00 first five pages
Accident & Police Reports, Incarceration Record	County	1.00 per page after 5 pages	1.00 per page after 5 pages
Major Incident Response Team	County	100.00 per apparatus per hour + 20.00 per hour per body	100.00 per apparatus per hour + 20.00 per hour per body
Friend of the Court Transport	Sheriff	Actual Cost	Actual Cost
CCW Fingerprinting Charge (electronic)	State (MCL 28.425b-sec 9)	15.00	15.00
Other Fingerprinting Charge (electronic)	State (MCL-various)	70.00	70.00
Fingerprinting Charge (print board)	County	20.00 for first card + 5.00 for each additional card	20.00 for first card + 5.00 for each additional card
Fingerprinting Processing Fee	County	15.00	15.00
Bond Fee for Warrant Arrests	State (MCL 765.12a)	10.00 per charge	10.00 per charge
Money Order Processing Fee (individual inmate accounts)	County	5.00 per money order	5.00 per money order
Jail Kiosk Transaction Usage Fee	County	3.00 per transaction	3.00 per transaction
Inter-Agency Service Fee for DNA test	CC Judge/Sheriff	20.00 per sample	20.00 per sample



State OUIL Reimbursement to partially offset officer's court time	District Court	100.00 per offense	100.00 per offense
State OUIL Reimbursement to partially offset officer's court time	Judge Higgs-Tarrant	75.00 per offense	75.00 per offense
Liquor License Investigation	County	250.00	250.00
Investigation Fee (All Other Licenses)	County	125.00	125.00
Vehicle Impounds	County	75.00	75.00
Arrestment Services for Other Agencies	Contract	37.50 per arrestment	37.50 per arrestment
Process Server Fees	State (MCL 600.2559)	26.00/service + mileage	26.00/service + mileage
SOR Fee	State (MCL 28.725b)	50.00	50.00
Sheriff Booking/Training and Program Fees	State (MCL 801.4b)	12.00	12.00
Notary Fee	County	10.00	10.00
Pistol Database Query Fee	State (MCL 28.422a)	1.00	1.00
Livery Inspection Fee	State (MCL 324.44518)	2.00 per boat	2.00 per boat
Boater Safety Course Fee	County	10.00	10.00
Record Check Fee (Suppressor License)	27 CFR Part 479	10.00	10.00
Child Exchange Service Fee	County (10/15/13 Executive 6.1)	20.00	20.00
Hook-Up Fee - Tether/GPS	County	75.00	75.00
Drug Testing Enrollment Fee	County	25.00	25.00

<b>Solid Waste</b>			
Solid Waste Surcharge	County Ordinance #108 (Am. 2013)	\$0.674 per cubic yard	\$0.674 per cubic yard
<b>Annual Licensing Fees to Haul Solid Waste</b>			
Identification Sticker Fee-Vehicles	County Ordinance #108 (Am. 2013)	5.00 per vehicle	5.00 per vehicle
Identification Sticker Fee-Containers	County Ordinance #108 (Am. 2013)	5.00 per container	5.00 per container
Annual Amount of Waste (Yards) 0-100	County Ordinance #108 (Am. 2013)	-	-
Annual Amount of Waste (Yards) 101-1,000	County Ordinance #108 (Am. 2013)	250.00	250.00
Annual Amount of Waste (Yards) 1,001-5,000	County Ordinance #108 (Am. 2013)	500.00	500.00
Annual Amount of Waste (Yards) 5,001-10,000	County Ordinance #108 (Am. 2013)	750.00	750.00
Annual Amount of Waste (Yards) > 10,000	County Ordinance #108 (Am. 2013)	1,000.00	1,000.00

<b>Treasurer</b>			
Accommodations Excise Tax	County Ordinance #103 (Am. 2011)	5% of total charge for accommodations	5% of total charge for accommodations
Accommodations Excise Tax - Interest on Unpaid Tax	County Ordinance #103 (Am. 2011)	1% per month	1% per month
Computer Access Fee	County	-	-
Dog Licenses-Regular (Unaltered) (Before March 1)	County	25.00	25.00
Dog Licenses-Regular (Unaltered) (After March 1)	County	50.00	50.00
Dog Licenses-Unsexed (Altered) (Before March 1)	County	12.00	12.00
Dog Licenses-Unsexed (Altered) (After March 1)	County	24.00	24.00
Dog Licenses-Seniors Unsexed (Altered) (Before March 1)	County	5.00	5.00



Dog Licenses-Seniors Unsexed (Altered) (After March 1)	County	10.00	10.00
Transient Merchant License	State	25.00	25.00
Tax Certifications	County	5.00 per parcel	5.00 per parcel
Tax Searches	County	0.25 per year	0.25 per year
Tax Title Filing & Recording	County	0.50 per page	0.50 per page
Collections Fees	State	4% of tax	4% of tax
Preforfeit Mailing Notice	State	15.00	15.00
Trailer Fees	State	0.50	0.50
NSF Check Fee	State	20.00	20.00
Forfeiture	County	15.00	15.00
Title Search	County	175.00	175.00
Forfeit Cert Fee	County	30.00	30.00
Redemption Cert	County	30.00	30.00
Property Inspection	County	45.00	45.00
Publication Fee	County	50.00	50.00
Certification Fee	County	25.00	25.00
Forfeiture Admin	County	74.00	74.00

## PROCLAMATIONS

**Proclamation  
October 2019  
National Cybersecurity Awareness Month  
#BeCyberSmart**

**Whereas,** As businesses are increasingly moving to the cloud, cybersecurity measures have never been so important; and,

**Whereas,** October is National Cybersecurity Awareness Month (NCSAM) and, as such, we encourage Saginaw County employees, vendors, friends and family to take proactive steps to enhance personal and collective cybersecurity. NCSAM is a collaborative effort between government and industry to raise awareness about the importance of cybersecurity and to ensure that all Americans have the resources they need to be safer and more secure online; and,

**Whereas,** Every Saginaw County employee can help prevent malicious cyber-attacks by establishing effective cybersecurity practices, which include digital and non-digital methods. Cybersecurity is an essential factor to the success of any business or organization and we strongly encourage collaborative efforts across all sectors; and,

**Whereas,** Throughout October, Saginaw County is committed to providing the necessary training and educational programs for all employees to further cybersecurity awareness within our organization. We will provide employees with the resources necessary to improve our cybersecurity and #BeCyberSmart while at work and home. Saginaw County’s information technology team is at the lead edge of protecting our citizen’s data. We are only able to be cyber secure because of our collective vigilance and the work of our technology teams.



**Now, Therefore, Be It Resolved,** That the Saginaw County Board of Commissioners hereby proclaims October as Cybersecurity Awareness Month in Saginaw County.

**In Witness Whereof,** The seal of the County of Saginaw will be affixed and the Proclamation adopted by the Board of Commissioners on the 17<sup>th</sup> day of September in the year of our Lord two thousand nineteen.

Respectfully Submitted,  
**Saginaw County**  
**Board of Commissioners**  
Michael A. Webster  
Chair, District #11

Presented & Adopted: September 17, 2019

## ELECTIONS

### OFFICIAL BALLOT SAGINAW COUNTY BOARD OF CANVASSERS

Pursuant to Michigan Election Law Act 116 of 1954 (MCL 168.24c):

- The County Committee of each political party is required to provide the County Clerk with the names of three nominees for the party's expiring seat.
- The County Board is required to fill the new vacancies by electing a Republican member and a Democratic member from the submitted names.
- The County Board is required to use ballots when filling the seats.

Each commissioner is required to sign their ballot to comply with the Open Meetings Act. Nominations from the floor and/or write-ins are not permitted. (See Comm. No. 9-17-1 from County Clerk Michael J. Hanley)

**DEMOCRAT**  
10 Kyle Bostwick - Incumbent  
1 Eric Hinojosa  
       Ceylon Bettis

**REPUBLICAN**  
4 Ruth Braun - Incumbent  
3 Karen Gerhardt  
3 Constance Reppuhn

***Democrat Kyle Bostwick and Republican Ruth Braun, having received a majority vote of the Saginaw County Board of Commissioners, are hereby declared the duly elected members to serve on the Saginaw County Board of Canvassers.***

## APPOINTMENTS

None



## ANNOUNCEMENTS BY THE CHAIR

- Chairman Webster met with Barb Smith from Suicide Resource & Response Network, as this is Suicide Awareness Month. They talked about our “Hi – Hello - How are you?” campaign and the training that her network offers. Checking in with people and really paying attention to a person’s mental health is so important. Randy Pfau, Director of 911, provided him with statistics for calls received from people who are contemplating or attempting suicide as of today’s date. So far they have received 1,116 calls, which means there is something wrong in our community. That’s a staggering number. We’ll talk more about this issue at a later date. Some action is better than no action.

Friend of the Court will be celebrating its 100<sup>th</sup> anniversary on October 9, 2019 at 3:00 p.m., 2<sup>nd</sup> Floor of the Friend of the Court Office. Please plan on attending.

Chairman Webster attended the strategic planning session on Monday, September 16, 2019 at the Health Department. Their employees participate in an annual survey. One of the questions is “How valued do you feel as an employee?” The overall responses looked good. Two of the answers stood out to me. One stated that the commissioner interest in staff well-being has been refreshing and the other said that getting any kind of recognition is great! They love hearing how their work is perceived by those outside the Health Department and receiving kudos from the Board, the Commissioners, the Controller, etc. The Chairman encouraged all commissioners to keep supporting the employees.

## COMMISSIONER AUDIENCES

- ◆ Commissioner Theisen announced he attended a Northern Michigan Counties Association meeting in Grayling on Monday and received an update from the Michigan Association of Counties regarding Michigan Department of Community Corrections grant funds and the potential funding impact on Saginaw County.
- ◆ Commissioner Harris announced that the Michigan Association of Counties is accepting donations to its PAC.

***By Commissioner Stack, seconded by Commissioner Harris: That the Board adjourn. Motion carried. Thereupon, the Board adjourned at 6:15 p.m.***

Respectfully Submitted,

### SAGINAW COUNTY BOARD OF COMMISSIONERS

**MICHAEL A. WEBSTER, CHAIRMAN**

**MICHAEL J. HANLEY, CLERK**

Prepared by: Suzy Koeplinger, Deputy County Clerk





**OFFICIAL PROCEEDINGS**  
**OF THE**  
*Board of Commissioners*  
**OF SAGINAW COUNTY, MICHIGAN**



**OCTOBER SESSION 2019**

**F**irst Day of the October Session of the Board of Commissioners of Saginaw County, Michigan, held Tuesday, October 15, 2019. The Board met pursuant to adjournment at 5:00 p.m. with the Honorable Michael A. Webster in the Chair. Deputy Clerk Suzy Koeplinger took roll, quorum present as follows:

**PRESENT:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O'Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 11*

**ABSENT:** - 0

**TOTAL:** - 11

Commissioner Harris gave the invocation and introduced Commander Rod Toma from American Legion Post #212 to lead the Pledge of Allegiance to the Flag. Commissioner Harris then presented Commander Toma with a Certificate of Recognition in honor of the American Legion's Centennial Celebration.

**CLERK'S CALL OF SESSION**

October 4, 2019

TO: SAGINAW COUNTY BOARD OF COMMISSIONERS

RE: Notice of October 15, 2019 Board Session

Honorable Commissioners:

The Saginaw County Board of Commissioners will convene for its First Day's Session on Tuesday, October 15, 2019 at 5:00 p.m. in the Board Chambers, Second Floor - Room 200, Saginaw County Governmental Center, Saginaw, Michigan.

Respectfully Submitted,

Michael J. Hanley, County Clerk

***By the Chair: That the Notice of Meeting from the County Clerk be received and filed, if there are no objections. The Chair hears none; it is so ordered.***



## APPROVAL OF MINUTES

Commissioner Kilpatrick moved, seconded by Commissioner Harris, to approve the September 17, 2019 Board Session Minutes. Motion carried.

## FOIA DENIAL APPEALS

The Chair announced that County Civil Counsel recommended the Board issue written notice to *Scott Lewis Private Investigations LLC* upholding the disclosure denial of its Freedom of Information Act request. He asked for a motion to concur. **Commissioner Krafft moved, seconded by Commissioner Hadsall, to uphold the disclosure denial and issue written notice to Scott Lewis Private Investigations LLC. Motion carried.**

The Chair announced that County Civil Counsel recommended the Board issue written notice to *Bryce Thompson* upholding the disclosure denial of his Freedom of Information Act request. He asked for a motion to concur. **Commissioner Hadsall moved, seconded by Commissioner Kilpatrick, to uphold the disclosure denial and issue written notice to Bryce Thompson. Motion carried.**

The Chair announced that County Civil Counsel recommended the Board issue written notice to *Damon Galvin* upholding the fee established in the deposit request in response to his Freedom of Information Act request. He asked for a motion to concur. **Commissioner Harris moved, seconded by Commissioner Hadsall, to uphold the fee established in the deposit request dated September 30, 2019 and issue written notice to Damon Galvin. Motion carried.**

## AUDIENCES

- ❖ Commissioners O’Neal and Matthews presented Brenda Moore, City of Saginaw Mayor Pro Tem, with a Certificate of Recognition for being named the first African American female President of the Michigan Municipal League (MML)
- ❖ Commissioner Hadsall presented William Cowdry, Saginaw County Bar Association Board of Directors, with a Proclamation for October 20 – 26, 2019 as **Pro Bono Celebration Week**
- ❖ Commissioners O’Neal and Matthews presented Nancy Parker, Director, and Michael Kelly, Chair of the Board, Saginaw Children’s Zoo, with a Certificate of Recognition on re-accreditation
- ❖ Commissioner Hadsall presented Shawn Shutt, Prevention Education Coordinator, Underground Railroad, with a Proclamation for October as **Domestic Assault Awareness Month**
- ❖ Joyce Seals spoke regarding the building location for Animal Care & Control
- ❖ Judge A.T. Frank spoke in opposition to Aetna as the county’s third party administrator of its employee healthcare plan



## LAUDATORY RESOLUTIONS

- ❖ Certificate of Recognition to Brenda Moore as President of MML
- ❖ Certificate of Recognition to Nancy Parker on Saginaw Zoo reaccreditation
- ❖ Certificate of Recognition to the Saginaw County Friend of the Court on its 100<sup>th</sup> Anniversary
- ❖ Certificate of Recognition to the American Legion in honor of its Centennial Celebration

### CERTIFICATE OF RECOGNITION

#### Brenda F. Moore

*“My goal as president is to tell my story and to encourage everyone who will listen, that there is a way to accomplish their dreams like I have. I want to go into communities and inspire others. I’ll say, “Look at me. I’m from little, old Saginaw and now I’m the League president. You can do the same thing I did and represent your community in an outstanding way.” ~ Brenda Moore*

**Before you celebrate someone** making history, you should understand the climb and the uphill battles that one faced. Brenda F. Moore’s road to the top at the Michigan Municipal League (MML) was not your typical journey.

**Ms. Brenda** (as she is affectionately known) is a life-long resident of Saginaw, Michigan, and a proud graduate of Saginaw High School and Delta College. Just six years ago, she had zero political experience and was working as a bail bond agent and bounty hunter. She used that position to help people and viewed it as missionary work. She didn’t just assist people with bond money, she helped them navigate the court system and get assistance for treatment for drug addiction and/or mental health issues.

**A series of events**, including the closure of the Buena Vista School District where she had worked, helped her successfully run for Saginaw City Council in 2013. Brenda quickly got involved with MML, attending trainings and serving on committees. She worked hard and took on leadership roles with the Michigan Black Caucus of Local Elected Officials and the League’s Elected Officials Academy (EOA) where she attained the highest level – The Ambassador Level 4 – of the EOA. Ms. Brenda also served as a facilitator for the Service Employees International Union (SEIU) Local 517M.

**Ms. Brenda** has been on the Municipal League board since 2016. She truly believes in what the League is about, particularly how they fight for all Michigan communities, including urban centers like Saginaw as well as smaller, more rural communities. In 2018, Ms. Brenda served as the League’s vice president and stepped in the president’s role in July when the former president resigned to finish the term.

**In September 2019**, Ms. Brenda’s ultimate dream was fulfilled. The Michigan Municipal League Board selected Ms. Brenda Moore as its first African American woman president in the League’s 120-year history.

**Ms. Moore’s** selection as president further cements the City of Saginaw as being a historic community for the League board in a variety of ways:

- In 1899, the League’s first president was from Saginaw – William B. Baum, Sr., Mayor
- The League’s second male African American president was Sylvester Joe Stephens, Councilmember, from Saginaw
- Ms. Brenda Moore is the first female, African American president (fourth African American overall), and fourth President to hail from Saginaw



**The Saginaw County Board of Commissioners** congratulates Ms. Brenda Moore on becoming the first female, African American President of the Michigan Municipal League and for continuously shining a bright light on the City of Saginaw and its residents.

Respectfully Submitted,  
**Saginaw County**  
**Board of Commissioners**  
Michael A. Webster  
Chair, District #11

Presented & Adopted: October 15, 2019

Amos O’Neal  
Commissioner, District #9

**CERTIFICATE OF RECOGNITION**  
**Saginaw Children’s Zoo**

**Since 2016**, the Saginaw Children’s Zoo has reached the milestone of receiving over 100,000 visitors each year. The Zoo was named one of the top five generators in the region, with an economic impact of over \$40 million annually. With 10 acres of park land, over 100 animals, colorful gardens, an ADA accessible train, and the region’s only hand-carved carousel, the Saginaw Children’s Zoo has become a magical place for all. Part of that magic is attributed to their Association of Zoos and Aquariums (AZA) accreditation. This “gold standard” accreditation means that the Zoo can be a part of something greater, including access to breeding programs to save species, as well as providing reciprocal Zoo member benefits. The Saginaw Children’s Zoo has been accredited by the AZA since 2009.

**To be accredited**, the Saginaw Children’s Zoo undergoes a thorough review to make certain it has and will continue to meet ever-rising standards in categories which include animal care and welfare, veterinary programs, conservation, education, and safety. AZA requires zoos and aquariums to successfully complete this rigorous accreditation process every five years in order to be members of the Association.

**The accreditation process** includes a detailed application and a meticulous on-site inspection by a team of trained zoo and aquarium professionals. The inspecting team observes all aspects of the facility’s operation, including animal care and welfare; keeper training; safety for visitors, staff and animals; educational programs; conservation efforts; veterinary programs; financial stability; risk management; visitor services; and more. Finally, top officials are interviewed at a formal hearing of AZA’s independent Accreditation Commission, after which accreditation is granted, tabled, or denied.

**On September 8, 2019** the Saginaw Children’s Zoo was granted reaccreditation. Nancy Parker, Zoo Director, was present at the hearing alongside Board of Directors Vice Chair, Sherrie Fritze-Harris, Animal Curator Sarah Colman, and Conservation & Education Manager Mia Banaszek. The hearing took place at the AZA conference in New Orleans, LA.

**The Saginaw County Board of Commissioners** commends the Saginaw Children’s Zoo its hard work and reaccreditation.

Respectfully Submitted,  
**Saginaw County**  
**Board of Commissioners**  
Amos O’Neal  
Chair, District #9

Adopted & Presented: October 15, 2019

Sheldon Matthews  
Commissioner, District #4



**CERTIFICATE OF RECOGNITION**  
**Friend of the Court**  
**Celebrating 100 Years of Service**  
**1919 – 2019**

*The Friend of the Court has been an extremely impactful part of the judicial system for the last 100 years and will continue to grow, help, and serve for the next 100.*

**The idea of the Friend of the Court (FOC)** began in 1917 in Wayne County as an act of grace from the Courts to a disadvantaged population to address the issue of payers disobeying court orders and the difficulty of bringing the matter before the court on their own. Wayne County judges appointed a special prosecutor, a “Friend of the Court,” who would bring to the Courts attention a person’s failure to obey the Courts’ decrees and to make sure children were properly cared for. Following WWI, divorces and out of wedlock births were at an all-time high and the need for the Friend of the Court expanded. Further, the experiment in Wayne County was such a success that in 1919 the Michigan Legislature passed legislation establishing Friend of the Court in every county to ensure the welfare of children. This was a concept built out of compassion and the recognition that the courts could help protect our most vulnerable people - the young, the poor and those devoid of representation. In 1982, the FOC became exclusively part of the Circuit Court and Friends of the Court were appointed by the Chief Judge of each county. The Friend of the Court continues to find new and more effective ways to help Michigan families and its role is ever expanding.

**Today, Michigan is unique** in that it is the only state that serves its residents on family law cases through the “Friend of the Court” office. Most other states have numerous administrative offices that perform only some of the functions that are provided by one office in the State of Michigan. More than 2000 employees serve Friend of the Court offices across the state. The Friend of the Court is a group which assumes many roles; lawyers, counselors, mediators, investigations, accountants, therapists, cheerleaders, and coaches, but most of all we are human beings helping other human beings through what might be one of the worst times in their life. The Friend of the Court has been an extremely impactful part of the judicial system for the last 100 years and will continue to grow, help, and serve for the next 100.

**The Saginaw County Board of Commissioners** congratulates the State of Michigan and Saginaw County Friend of the Court on its 100<sup>th</sup> anniversary.

Respectfully Submitted,  
**Saginaw County Board of Commissioners**  
Michael A. Webster  
Chairman, District #11

Presented: October 9, 2019  
Adopted: October 15, 2019



**CERTIFICATE OF RECOGNITION  
American Legion  
Celebrating 100 Years**

**The American Legion Centennial Celebration** is not only about honoring the past 100 years of its history, but also preparing to continue its legacy of service. It is also the perfect time to chart a course for its second century. New generations of veterans depend on the kind of vision shared and expressed by the World War I era founders. That vision proved timeless.

**The American Legion** was chartered by Congress in 1919 as a patriotic veteran’s organization. Focusing on service to veterans, service members and communities, the Legion evolved from a group of war-weary veterans of World War I into one of the most influential nonprofit groups in the United States. Membership swiftly grew to over 1 million, and local posts sprang up across the country. Today, membership stands at nearly 2 million in more than 13,000 posts worldwide. The posts are organized into 55 departments: one each for the 50 states, along with the District of Columbia, Puerto Rico, France, Mexico and the Philippines.

**Over the years**, the American Legion has influenced considerable social change in America, won hundreds of benefits for veterans and produced many important programs for children and youth.

**The Saginaw County Board of Commissioners** recognizes the American Legion’s contribution to bettering the life of veterans by standing up for their rights and extending its vision and values to future generations. Congratulations on 100 years!

Respectfully Submitted,  
**Saginaw County  
Board of Commissioners**  
Michael A. Webster  
Chair, District #11

Presented & Adopted: October 15, 2019

Kyle R. Harris  
Commissioner, District #6

**PETITIONS AND COMMUNICATIONS**

By the Chair: That the following communications received by the Board of Commissioners were referred as designated, if there are no objections. The Chair hears none; it is so ordered.

**10-15-1 MOBILE MEDICAL RESPONSE** submitting its tri-annual report on response times and other related information.

-- Courts & Public Safety (*Receive & File*)

**10-15-2 PURCHASING/RISK MANAGER** submitting the Saginaw County PNC Credit Card Statement and Detailed Charges for August 2019.

-- Budget/Audit (*Receive & File*)

**10-15-3 BRIDGEPORT CHARTER TOWNSHIP** sending notice of a Public Hearing on a request from Sweeney Metalworking for an Industrial Facilities Tax Exemption Certificate for the property at 4450 Marlea Dr., Bridgeport, MI.

-- County Services (*Receive & File*)

**10-15-4 SAGINAW COUNTY ROAD COMMISSION** submitting its 2018 Annual Report.

-- County Services (*Receive & File*)



- 10-15-5 KATHLEEN (KITTY) PACKARD** requesting re-election to the Michigan Department of Health & Human Services Board.  
-- Election
- 10-15-6 MICHIGAN INSTITUTE OF FORENSIC SCIENCE & MEDICINE (MIFSM)** submitting a draft contract between MIFSM and Saginaw County to take over all services required of the Medical Examiner Office.  
-- Courts & Public Safety (**To be determined at Special CPS held prior to Board**)
- 10-15-7 FRANKENMUTH DOWNTOWN DEVELOPMENT AUTHORITY** submitting the DDA Annual Report with notice of two public meetings scheduled pursuant to P.A. 57 of 2018.  
-- County Services (*Receive & File*)
- 10-15-8 VILLAGE OF BIRCH RUN DOWNTOWN DEVELOPMENT AUTHORITY** submitting the DDA Annual Report pursuant to P.A. 57 of 2018.  
-- County Services (*Receive & File*)
- 10-15-9 MAINTENANCE** requesting waiver of the hiring freeze and approval to fill the position of **Maintenance Worker II (Grounds)**.  
-- Labor Relations (*Denied at Committee*)
- 10-15-10 PURCHASING/RISK MANAGER** requesting approval of a contract between Mobile Medical Response (MMR) and Saginaw County for EMS Call Answering and Ambulance Services for a 5-year term with right of renewal for an additional five (5) years.  
-- Courts & Public Safety (**10-15-2.1**)
- 10-15-11 CONTROLLER/CAO** requesting approval of the proposed Budget Reduction Discussion Schedule for Judges, Elected Officials and Appointed Department Heads to meet with the Budget/Audit Committee over the course of 2019/2020 and discuss reducing expenditures by 4.11% in each office or department.  
-- Budget/Audit (**10-15-4.2**)
- 10-15-12 SHERIFF** requesting creation of a second Personnel Control Number (PCN) for a Deputy Sheriff to fulfill the Spaulding Township contract; and requesting waiver of the hiring freeze and approval to fill two (2) positions of Deputy Sheriff in the Road Patrol division due to vacancies.  
-- Courts & Public Safety/Labor Relations (**10-15-5.2**)
- 10-15-13 SHERIFF** requesting approval to: (1) Use FY 2019 fund balance to contract with retired employee Mary Snow for training purposes for a period of 90 – 180 days at a cost of \$12,000; (2) Use FY 2019 budgeted funds to purchase vests for law enforcement at a cost of \$9,713; (3) Use FY 2019 budgeted funds to purchase ballistic vests for jail staff instead of hand held radios for corrections officers at a cost of \$5,000; (4) Use FY 2019 budgeted funds to purchase Garrison hats at a cost of \$4,183; and (5) To amend the FY 2020 Budget using reserves to increase the Narcotics Enforcement Fund (280-30111) by \$17,224 for the purpose of leasing a law enforcement vehicle.  
-- Courts & Public Safety/Budget/Audit (**10-15-4.3**)
- 10-15-14 MOSQUITO ABATEMENT** requesting approval to move \$250,000 of FY 2019 Fund Balance into its FY 2020 Budget in order to complete construction of a steel storage building.  
-- Budget/Audit (**10-15-4.4**)
- 10-15-15 EQUALIZATION** submitting the 2019 Saginaw County Apportionment Report.  
-- County Services (**10-15-3.1**)



- 10-15-16 HEALTH DEPARTMENT** requesting an increase in its FY 2020 Budget in the amount of \$297,030 from the General Fund to cover Information Technology and Indirect Costs allocated to the department.  
-- Budget/Audit **(10-15-4.5)**
- 10-15-17 COMMISSION ON AGING** requesting waiver of the hiring freeze and approval to fill the position of **Caseworker – Caregiver Support Program (PT)**.  
-- Labor Relations **(10-15-5.3)**
- 10-15-18 CONTROLLER/CAO** submitting a Status Report on the Saginaw County Adult Detention & Sheriff Administration Building Project.  
-- Courts & Public Safety *(Receive & File)*
- 10-15-19 THEDOW/HUNTINGTON EVENT PARK** submitting millage planning details.  
-- County Services *(Receive & File)*
- 10-15-20 TREASURER/CONTROLLER** sending the electronic transactions and voucher payments transmittal form for the month of August 2019.  
-- Budget/Audit **(10-15-4.1)**
- 10-15-21 UNION/MANAGEMENT BENEFIT COMMITTEE** submitting its recommendation related to Public Act 152 of 2011, known as the Employee Health Insurance Act, as to default position (“hard caps”) and engaging Aetna as Saginaw County’s Third Party Administrator in administering its self-insured healthcare plan for 2020.  
-- Labor Relations **(10-15-5.4)**
- 10-15-22 SAGINAW CHARTER TOWNSHIP** sending notice of a Public Hearing on a request from Blue Thumb Distributing Inc. for an Industrial Facilities Tax Exemption Certificate for the property at 2650 Schust Rd., Saginaw, MI.  
-- County Services *(Receive & File)*
- 10-15-23 SHERIFF** requesting an increase in its FY 2020 Budget for SCCJCC from fund balance in the amount of \$4,500 for three (3) additional car computers.  
-- Executive **(10-15-6.1)**
- 10-15-24 HEALTH DEPARTMENT** requesting waiver of the hiring freeze and approval to fill the vacant position of Public Health Nurse and allow waiver of the hiring freeze for the remainder of FY 2020 in order to fill only vacant Public Health Nurse positions at the Health Department.  
-- Labor Relations **(10-15-5.5)**
- 10-15-25 PERSONNEL DIRECTOR** submitting the September 2019 Employment Status Report.  
-- Labor Relations *(Receive & File)*
- 10-15-26 PERSONNEL DIRECTOR** requesting further discussion on County Policy #135, “Employee Combined Charitable Campaign Policy” and decision to either move forward with the campaign or delete the policy.  
-- Labor Relations **(10-15-5.7)**
- 10-15-27 SUICIDE RESOURCE & RESPONSE NETWORK** submitting information on prevention, intervention and aftercare. Saying and doing – When we say how are you, do we care?  
-- Executive
- 10-15-28 RETIREMENT ADMINISTRATOR/CONTROLLER** requesting approval of Humana as the carrier to administer the Saginaw County Medicare eligible retiree health plans.  
-- Labor Relations **(10-15-5.6)**





**10-15-29 PROSECUTOR** requesting an increase in its FY 2020 Budget in the amount of \$70,757 from the General Fund to cover funding the Auto Theft Assistant Prosecutor due to non-renewal of a grant.

-- Courts & Public Safety (***Return to December Courts & Public Safety Committee***)

**10-15-30 HEALTHSOURCE SAGINAW** submitting its request for the Board of Commissioners to consent to the reappointment of Miguel Gomez and Timothy Novak with terms to expire December 31, 2022 and the new appointment of Dawn Luptowski to fill a vacancy with a term to expire December 31, 2021 to the HealthSource Saginaw Board of Trustees.

-- Election

## INITIATORY MOTIONS

None

## REPORTS OF COMMITTEES

1. **Human Services Committee – A. O’Neal, Chair; J. Theisen, Vice-Chair**

None

2. **Courts and Public Safety Committee – C. Hadsall, Chair; K. Kilpatrick, Vice-Chair**

2.1) **PURCHASING/RISK MANAGER**, re: Approval of Ambulance Service Agreement with Mobile Medical Response (MMR) – *On file in Board Office*

2.2) **MIFSM**, re: Approval of contract between MIFSM and Saginaw County for Medical Examiner services

- ***Krafft moved, seconded by Harris, to return 2.1 back to the Courts & Public Safety Committee for further discussion. Motion carried.***
- ***Hadsall moved, seconded by Harris, to approve 2.2. Hadsall moved, seconded by Theisen, to amend the Board Report to indicate a savings to the Medical Examiner Office of \$50,000 instead of \$100,000. Motion carried on the amendment. After discussion, motion carried on the main motion, as amended.***

### **SENT BACK TO COURTS & PUBLIC SAFETY COMMITTEE**

~~FROM: COMMITTEE ON COURTS & PUBLIC SAFETY – 2.1~~ ~~OCTOBER 15, 2019~~

~~Your committee considered Communication No. 10-15-10 from Kelly Suppes, Purchasing/Risk Manager, requesting approval of a contract between Mobile Medical Response (MMR) and Saginaw County for EMS Call Answering and Ambulance Services for a 5-year term with right of renewal for an additional five (5) years.~~

~~The committee met with Robert Belleman, Controller/CAO, who stated that only one Vendor, Mobile Medical Response (MMR), provided a response to the County’s Request for Proposal (RFP). The proposal response was reviewed in detail by Robert Belleman, Controller/CAO and County Civil Counsel. MMR meets or exceeds all requirements of the RFP. The current contract with MMR expires October 31, 2019. The new contract will be for a 5-year term with right of renewal for an additional 5 years. The newly proposed agreement will commence November 1, 2019 and continue said service until October 31, 2024.~~



~~We recommend Saginaw County enter into an Ambulance Service Agreement with Mobile Medical Response, Inc. to expire October 31, 2024 and, further, that the proper County officials be authorized and directed to sign the necessary documents on behalf of the County, subject to review by the Controller as to substance and Counsel as to legal form.~~

Respectfully Submitted,

**COMMITTEE ON COURTS & PUBLIC SAFETY**

~~Cheryl M. Hadsall, Chair Kirk W. Kilpatrick, Vice Chair  
Kathleen K. Dwan Amos O’Neal  
Michael A. Webster~~

**FROM: COMMITTEE ON COURTS & PUBLIC SAFETY – 2.2 \*AMENDED OCTOBER 15, 2019**

Your Courts & Public Safety Committee considered Communication No. 10-15-6 from the **Michigan Institute of Forensic Science & Medicine (MIFSM)** submitting a draft contract between MIFSM and Saginaw County to take over all services required of the Medical Examiner Office.

The committee met prior to the Board Session and discussed the draft contract. The contract will begin November 1, 2019 and MIFSM will report annually to the County. The purpose of the contract is to provide high quality medical examiner and forensic pathology services for Saginaw County and will successfully account for many of the problems that the Medical Examiner’s Office currently faces and turn them into great success stories. In addition, it will save the county ~~\$100,000~~ **\*approximately \$50,000** from the Medical Examiner’s budget.

We recommend Saginaw County enter into a contract with MIFSM and, further, that the proper County officials be authorized and directed to sign the necessary documents on behalf of the County, subject to review by the Controller as to substance and Counsel as to legal form.

Respectfully Submitted,

**COMMITTEE ON COURTS & PUBLIC SAFETY**

Cheryl M. Hadsall, Chair Kirk W. Kilpatrick, Vice-Chair  
Kathleen K. Dwan Amos O’Neal  
Michael A. Webster

**3. County Services Committee – C. Stack, Chair; C. Hadsall, Vice-Chair**

**3.1) EQUALIZATION**, re: Approval of the 2019 Apportionment Report

- **Stack moved, seconded by Krafft, to approve 3.1. Motion carried.**

**FROM: COMMITTEE ON COUNTY SERVICES – 3.1 OCTOBER 15, 2019**

Your committee considered Communication No. 10-15-15 from **Denise Babbitt, Director of Equalization**, requesting approval of the 2019 Apportionment Report filed by the various cities, townships, villages and school districts indicating the amount of millage to be spread, for all purposes, by the taxing entities within their jurisdiction. Attached hereto and made a part of this report is the schedule of tax levies to be spread upon the 2019 tax rolls of the respective jurisdictions. Said levies are expressed in terms of millage provided for in Section 37 of Act 347 of the Public Acts of 1968, as amended.



We met with Liz Gooch, Deputy Equalization Director, and she informed the committee that, although at this time all jurisdictions have submitted their L-4029 Millage Rate Request Form, school millage votes may require future amendment.

We recommend approval of the 2019 Apportionment Report as presented.

Respectfully Submitted,

**COMMITTEE ON COUNTY SERVICES**

Charles M. Stack, Chair

Kyle R. Harris

Michael A. Webster

Cheryl M. Hadsall, Vice-Chair

Dennis H. Krafft

[Report begins on next page]



**2019 MILLAGE RATES FOR SAGINAW COUNTY**

<b>Townships</b>	<b>Allocated</b>	<b>Voted</b>
Albee	0.9028	0.9885
Birch Run	0.9211	0.8678 1.0000 *
Blumfield	0.9480	2.0000
Brad	0.8866	1.5000 *
Brant	0.8649	1.5000 *
Bridgeport	4.7332	
Buena Vista	4.9235	8.9307
Carrollton	0.9134	2.7500 * 9.2000 **
Chapin	0.8483	1.7232
Chesaning	0.9253	1.5000 *
Frankenmuth	0.8569	1.9948
Fremont	0.9096	
James	0.9002	1.7500
Jonesfield	0.9229	3.7500 *
Kochville	0.9766	1.0000 * 2.0000 # 2.0000
Lakefield	0.9232	1.9630 3.7500 *
Maple Grove	0.8610	
Marion	0.9175	4.9270
Richland	0.9084	1.6584 3.0000 ** 1.8000 *
Saginaw	0.9311	5.5000 1.8000 *
St Charles	0.9917	1.5000 *
Spaulding	0.9428	2.0000
Swan Creek	0.9206	1.5000 *
Taymouth	0.8908	
Thomas	0.9437	2.2500 2.0000
Tittabawassee	0.8894	4.2266
Zilwaukee	0.9873	4.2270

\* Special Assessment Fire Real Property Only

# Special Assessment Fire on Improved Comm. & Ind. Real Property Only

\*\* Special Assessment Police Real Property Only

\*\*\* Water Special Real Property Only

\*\*\*\*Kochville DDA 1 and DDA 2 levy an additional 2.0 mill on DDA property only

\*\*\*\*\*Thomas DDA levies an additional 2.0 mills on non PRE/QA DDA property only



**2019 MILLAGE RATES FOR SAGINAW COUNTY**

<b>Cities</b>		<b>Voted</b>	
City of Saginaw		7.3830 *	
		7.5000 @	
		2.0000	
City of Zilwaukee		1 1.5923	
City of Frankenmuth		9.2500 **	
<b>Villages</b>		<b>Voted</b>	
Birch Run		4.5700	
		3.5000 #	
Chesaning		22.1776	
Merrill		13.7740	
Oakley		4.5837	
St Charles		15.0000	
Reese		12.5000	
<b>Community College</b>		<b>Voted</b>	
Delta		2.0427	
<b>Intermediate School Districts</b>		<b>Allocated</b>	<b>Voted</b>
Bay-Arenac		0.1891	4.7342
Clinton		0.1995	3.6159
Genesee		0.1627	3.6049
Griatiot-Isabella		0.2640	5.0345
Saginaw		0.1455	2.9417
Shiawassee		0.2440	4.2228
Tuscola		0.1411	4.0998
<b>Other</b>		<b>Voted</b>	
Saginaw Transit System Authority		3.0000	
Public Libraries of Saginaw		3.9947	
Reese Union District Library		0.9965	
Brid e ort Public Library		1.5000	
River Rapids District Library		0.9969	
Frankenmuth District Library		0.8493	
Merrill District Library		0.7980	
St Charles District Library			
Brant, St Charles and Swan Creek Townships		0.7989	
Thomas Township Library		0.3200	

\* City of Saginaw levies 7.5 mill for police on @Real property only \*\*\*\*SaginawCity DDA levies 2.0 mills

\*\* City of Frankenmuth levies an additional 1.0 mill on D.D.A. property only

\*\*\* Village of Birch Run levies 1.5 mill for streets on real property only # Real property only

# Tuscola ISD additional millages are by Charter



**2019 MILLAGE RATES FOR SAGINAW COUNTY**

<b>County Schools</b>	<b>SET.</b>	<b>Non-Homestead</b>	<b>Debt</b>
Birch Run	6.0000	18.0000	3.0000
Bridgeport-Spaulding	6.0000	18.0000	3.0000 **
Carrollton	6.0000	17.7876	8.6600
Chesaning Union	6.0000	17.9838	5.6200
Frankenmuth	6.0000	17.6138	20000 2.1900 **
Freeland	6.0000	18.0000	2.6000 0.9995 **
Hemlock	6.0000	18.0000	3.9000
Merrill	6.0000	18.0000	7.8300
Saginaw City	6.0000	18.0000	7.6000
Saginaw Twp	6.0000	18.0000	2.9000 1.0000
St Charles	6.0000	18.0000	4.5500
Swan Valley	6.0000	18.0000	7.0000 1.5000 **
<b>Out of County Schools</b>	<b>SET.</b>	<b>Non-Homestead</b>	<b>Debt</b>
Ashley	6.0000	17.3904	8.4000
Bay City	6.0000	18.0000	2.3400 0.6500 **
Breckenridge	6.0000	18.0000	2.5000
Clio	6.0000	18.0000	1.9958 **
Montrose	6.0000	17.6283	7.0000 0.9971 **
New Lothrop	6.0000	18.0000	9.1700 1.2500 **
Ovid-Elsie	6.0000	17.9694	7.8000
Reese	6.0000	18.0000	2.4000 1.5000

\*\* Sinking Fund



2019 MILLAGE RATES FOR SAGINAW COUNTY

Saginaw County.	Allocated	Voted	Debt
Operating	4.8558		
Animal Control		0.4250	
County Events Center		0.2250	
Castle Museum		0.1997	
County Parks		0.2942	
Senior Citizens		0.5900	
Mosquito Control		0.6400	
Sheriff Service		1.3394	
Children's Zoo		0.2000	
9-1-1 Authority		0.2800	
Hospital Debt			0.4589
Sub-Total	4.8558	4.1933	0.4589

Total County Rate 9.5080

4. Budget Audit Committee – D. Krafft, Chair; A. O’Neal, Vice-Chair

4.1) **TREASURER/CONTROLLER**, re: Claims for August 2019

- *Krafft moved, seconded by Dwan, to approve 4.1. Motion carried.*

4.2) **CONTROLLER/CAO**, re: Approval of Budget Reduction Discussion Schedule

- *Krafft moved, seconded by Dwan, to approve 4.2. Motion carried.*

4.3) **SHERIFF**, re: Approval of various budget adjustments

- *Krafft moved, seconded by Matthews, to approve 4.3. Motion carried.*

4.4) **MOSQUITO CONTROL**, re: Approval to move \$250,000 fund balance into FY 2020 Budget to complete Capital Improvement Project

- *Krafft moved, seconded by Dwan, to approve 4.4. Motion carried.*

4.5) **HEALTH DEPARTMENT**, re: Approval to increase its FY 2020 Budget by \$297,030 from the General Fund to cover IT and Indirect Costs allocated to the department

- *Krafft moved, seconded by Ruth, to approve 4.5. Motion carried.*



**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.1  
2019**

**OCTOBER 15,**

In accordance with State Statute and County Policy, your **Budget/Audit Committee** reviewed the claims for presentation to the Board of Commissioners, as listed below:

<u>Comm. No.</u>	<u>Payment Type</u>	<u>Period</u>	<u>Amount</u>
10-15-15	Electronic Transactions	August 1 – 31, 2019	\$ 11,190,922.90
	Voucher Payments	August 1 – 31, 2019	\$ 15,454,233.17

We recommend the payments be approved as compiled and submitted by the Treasurer's Office and Accounting Division of the Controller's Office.

Respectfully Submitted,

**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair  
James G. Theisen  
Michael A. Webster

Amos O'Neal, Vice-Chair  
Carl E. Ruth

**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.2  
2019**

**OCTOBER 15,**

Your Budget/Audit Committee considered Communication No. 10-15-11 from **Robert V. Belleman, Controller/CAO**, requesting approval of a proposed Budget Reduction Discussion Schedule for Judges, Elected Officials and Appointed Department Heads to meet with the Budget/Audit Committee over the course of 2019/2020 to discuss reducing expenditures by 4.11% in each office or department.

We met with Koren Thurston, Finance Director, who explained that a letter was emailed to the Judges, Elected Officials and Appointed Department Heads informing them of the committee's desire to commence these discussions. Due to subsequent conversations with the Judges, the Controller amended the original schedule to move committee discussions with the Courts to 2020.

<b>MEETING DATE</b>	<b>DEPARTMENT</b>
November 7, 2019	Saginaw County Community Mental Health (providing mental health services in the Jail starting January 1, 2020)
December 5, 2019	Prosecutor, Sheriff's Office, Jail and Public Works/Drain Division
January 9, 2020	Family Court, Juvenile Detention, Friend of the Court, and Community Corrections/Pretrial
February 6, 2020	Circuit Court, District Court, District Court Probation, and Probate Court
March 5, 2020	County Clerk, Register of Deeds, Treasurer
April 9, 2020	Controller's Office/Administration, Personnel, Financial Management, County Office Building & Grounds, Courthouse & Jail Buildings & Grounds, Juvenile Center Buildings & Grounds, and Other County Properties
May 7, 2020	Medical Examiner, Saginaw Future, Underground Railroad, Health Department, Emergency Services, and Planning Commission





We recommend approval of the schedule as presented above.

Respectfully Submitted,

**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair

James G. Theisen

Michael A. Webster

Amos O'Neal, Vice-Chair

Carl E. Ruth

**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.3**

**OCTOBER 15, 2019**

Your Budget/Audit Committee considered Communication No. 10-15-13 from **William Federspiel, Sheriff**, requesting approval to: (1) Use FY 2019 fund balance to contract with retired employee Mary Snow for training purposes for a period of 90 – 180 days at a cost of \$12,000; (2) Use FY 2019 budgeted funds to purchase vests for law enforcement at a cost of \$9,713; (3) Use FY 2019 budgeted funds to purchase ballistic vests for jail staff instead of hand held radios for corrections officers at a cost of \$5,000; (4) Use FY 2019 budgeted funds to purchase Garrison hats at a cost of \$4,183; and (5) To amend the FY 2020 Budget using reserves to increase the Narcotics Enforcement Fund (280-30111) by \$17,224 for the purpose of leasing a law enforcement vehicle.

We met with Undersheriff Mike Gomez who stated that all of the requests use fund balance or reserves, with the exception of the first request to contract with a retired employee for training purposes that requires General Fund dollars.

We recommend approval to adjust the various FY 2019 and FY 2020 Sheriff budget as noted above.

Respectfully Submitted,

**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair

James G. Theisen

Michael A. Webster

Amos O'Neal, Vice-Chair

Carl E. Ruth

**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.4**

**OCTOBER 15, 2019**

Your Budget/Audit Committee considered Communication No. 10-15-14 from **William Stanuszek, Mosquito Control Director**, requesting approval to move FY 2019 Capital Project funds for the construction of a steel storage building to its FY 2020 Budget.

We met with Mr. Stanuszek and Bernie Delaney, Maintenance Director, who explained that, due to delays in site selection and design, construction has not started. Funding of this request will be with Unappropriated Fund Balance in the amount of \$250,000.

We recommend approval to amend Mosquito Abatement's FY 2020 Budget as noted above.

Respectfully Submitted,

**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair

James G. Theisen

Michael A. Webster

Amos O'Neal, Vice-Chair

Carl E. Ruth



**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.5**

**OCTOBER 15, 2019**

Your Budget/Audit Committee considered Communication No. 10-15-16 from **Christina Harrington, Health Officer, Health Department**, requesting an increase in its FY 2020 Budget in the amount of \$297,030 from the General Fund to cover Information Technology (IT) and Indirect Costs allocated to the department.

We met with Ms. Harrington who explained that the health department charges within the IT Cost Allocation Plan increased an additional \$217,253 above the 10% planned budgeted amount, in addition to a \$79,777 increase in indirect services. This presents an incredible burden on the department that it cannot absorb without the elimination of programs and services to protect and promote the public's health and wellbeing. This increase also puts the Maintenance of Effort funding required by the State of Michigan out of compliance and puts state and federal pass through dollars at risk.

We recommend approval to increase the FY 2020 Budget of the Health Department by \$297,030 to cover IT and indirect costs allocated to the department.

Respectfully Submitted,

**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair

James G. Theisen

Michael A. Webster

Amos O'Neal, Vice-Chair

Carl E. Ruth

5. **Labor Relations Committee – K. Kilpatrick, Chair; C. Stack, Vice-Chair**

5.1) **PERSONNEL DIRECTOR**, re: Approval of changes to County Policy #335 titled "Compensation"

- ***Kilpatrick moved, seconded by Dwan, to return 5.1 back to committee for further discussion. Motion carried.***

5.2) **SHERIFF**, re: Approval to reassign the Merrill Jonesfield Township Deputy PCN to Spaulding Township and waive the hiring freeze for two (2) Deputy Sheriff Road Patrol positions

- ***Kilpatrick moved, seconded by Harris, to approve 5.2. Motion carried.***

5.3) **COMMISSION ON AGING**, re: Approval to waive the hiring freeze and fill the position of Caseworker – Caregiver Support Program (PT)

- ***Kilpatrick moved, seconded by Stack, to approve 5.3. Motion carried.***



5.4) **UNION/MANAGEMENT BENEFIT COMMITTEE**, re: Approval to remain with the default position of Hard Caps under P.A. 152 of 2011 and to engage Aetna as Saginaw County’s Third Party Administrator in administering its self-insured healthcare plan for 2020

- ***Kilpatrick moved, seconded by Harris, to approve 5.4. Discussion was held regarding the bid process between Aetna, Blue Cross/Blue Shield and HAP and the decision made by the Union/Management Health Insurance Committee to engage Aetna. Commissioners O’Neal and Matthews spoke in opposition to Aetna as the county’s third party administrator. A roll-call vote was taken as follows:***

***Yes – Krafft, Ruth, Dwan, Stack, Kilpatrick, Theisen, Harris, Hadsall, Webster - 9***

***No – O’Neal, Matthews - 2***

***Total – 11. Motion carried.***

5.5) **HEALTH DEPARTMENT**, re: Approval to waive the hiring freeze and fill the position of **Public Health Nurse** and allow waiver of the hiring freeze for the remainder of FY 2020 to fill Public Health Nurse positions at the Health Department

- ***Kilpatrick moved, seconded by Harris, to approve 5.5. Motion carried.***

5.6) **CONTROLLER/RETIREMENT ADMINISTRATOR**, re: Approval to engage Humana as the carrier to administer the Saginaw County Medicare eligible retiree health plans for the 2020 plan year

- ***Kilpatrick moved, seconded by Harris, to approve 5.6. Motion carried.***

5.7) **PERSONNEL DIRECTOR**, re: Approval to delete County Policy #135 titled “Employee Combined Charitable Campaign Policy”

- ***Kilpatrick moved, seconded by Dwan, to approve 5.7. Motion carried.***

### **SENT BACK TO NOVEMBER LABOR RELATIONS COMMITTEE**

~~FROM: COMMITTEE ON LABOR RELATIONS – 5.1 – OCTOBER 15, 2019~~

~~Your Labor Relations Committee considered Communication No. 8-27-19 from Brian Keenan Lechel, Director, Parks and Recreation, requesting approval for a wage adjustment for the Parks Foreman position to Step 4 of the pay scale.~~

~~We met with Mr. Keenan Lechel at the August and September Labor Relations committee meeting and discussion was held regarding the negative impact on employee morale as well as possibly causing a suspension of the compensation study for three (3) years. Further discussion was held regarding language in Sec. 16.4 of the Teamsters contract that addresses the possibility of adjusting the wages to Step 3 at one year. Mr. Belleman stated that it is consistent with language in the contract and County Policy #335 can be amended to reflect those changes.~~

~~We recommend approval of a county wide policy change, with amendment of County Policy #335 titled “Compensation” as attached.~~



Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair

~~Charles M. Stack, Vice Chair~~

Kyle R. Harris

~~Sheldon Matthews~~

~~Michael A. Webster~~

Category: 300

Number 335

Subject: **COMPENSATION**

1. **PURPOSE:** It is the purpose of this policy to establish uniform guidelines and appropriate rules regarding employee compensation in an effort to improve the quality of personnel administration in the County.
2. **AUTHORITY:** The Saginaw County Board of Commissioners.
3. **APPLICATION:** The rules and regulations herein set forth apply to all employees paid by Saginaw County, pursuant to Policy # 301.
4. **RESPONSIBILITY:** The Controller/CAO of Saginaw County shall be responsible for the implementation and administration of this policy.
5. **DEFINITIONS:**
  - 5.1 Pyramiding of overtime is defined as paying for the same hours more than once, which is prohibited.
  - 5.2 Workweek is defined as seven consecutive 24-hour periods from Sunday, 12:00 a.m. through Saturday, 11:59 p.m.
6. **POLICY:**
  - 6.1 **Pay Plan.** The Pay Plan shall include a schedule of pay ranges consisting of minimum, intermediate, and maximum rates of pay for all classes of positions.
  - 6.2 **Development of the Pay Plan.** The development of the Pay Plan shall be directly linked to the Classification Plan and shall be based on the principle of equal pay for equal work. Pay ranges shall be determined with due regard to such factors as:
    - 6.2.1 Uniformity of pay for each class.
    - 6.2.2 The relative difficulty and responsibility of work.
    - 6.2.3 The recruiting experience of the County.



- 6.2.4 The prevailing rates of pay in both public service and private sector.
- 6.2.5 The financial condition and policies of the County.
- 6.2.6 Other pertinent economic considerations.

6.3 **Adoption.** All salaries must be set by the Saginaw County Board of Commissioners.

6.4 **Exceptions.** Exceptions from the Pay Plan shall be authorized by the Board of Commissioners as necessary due to the primacy of negotiated labor agreements or statutes.

## 7. ADMINISTRATIVE PROCEDURES:

7.1 **Administration and Amendment.** The County Controller/CAO shall be responsible for administering the Pay Plan. He/she shall be responsible for conducting periodic reviews and comparative studies of pertinent factors affecting levels of pay. When appropriate, the Controller/CAO may recommend to the designated committee of the Board of Commissioners necessary amendments to the Pay Plan. In any case, amendments to the Pay Plan may only be made upon the approval of the Board of Commissioners.

7.2 **Entrance Salary Rate.** The entrance salary rate for a newly hired employee shall be Step 1 of the appropriate pay grade as indicated in the current Pay Plan. **A newly hired employee who has previous experience relevant to the position for which he/she was hired may be given credit on the salary schedule for such experience up to twelve (12) months. The Controller has the authority to place the employee up to the twelve (12) month step if they have appropriate previous experience.** If a Department Head believes a newly hired employee should be compensated at a level higher than Step 1, the Department Head must submit pertinent documentation to the **Controller** ~~appropriate committee of the Board~~ for consideration. The justification must contain specific reasons for the requested action.

7.2.1 A part-time or temporary employee shall be paid on an hourly basis at not more than Step 1 of the classified position to which assigned. ~~The Board of Commissioners may approve a higher salary if requested and justified by proper documentation.~~

7.3 **Step Increases.** Each pay grade on the salary schedules shall consist of Steps and employees shall progress through the steps based on length of service in their jobs. Step increases are a means of recognizing satisfactory performance and a Department Head is permitted to withhold a salary increase for a period not to exceed six months during which time the employee will be on probation. The employee will be advised in writing of this action and the reasons for withholding the increase. If the employee does not show the required improvement to warrant removal from probationary status within the six-month period, he/she shall be separated from employment.



7.3.1 Progress through the steps shall be based on the time periods indicated on the salary schedule (except in the case of regular part-time employees who must serve twice the time period indicated), unless such time period is adjusted because of the probationary period resulting from a withheld step increase or an approved leave of absence.

When an employee is hired at a rate above Step I in accordance with Section 7.2, progression shall proceed from the step at which hired. For example, an employee hired at Step III (one-year rate) would progress to Step IV (two-year rate) after one year and Step V (three-year rate) after two years. An employee hired at Step II (six month rate) would progress to Step III (one year rate) after six months) and Step IV (two year rate) after 18 months.

7.3.2 Part-time and temporary employees shall not be eligible for step increases except as provided in Section 7.2.1 of this policy.

7.4 **Severance Pay.** Severance pay is not authorized.

7.5 **Overtime.** Upon pre-approval, in writing, and only when budgeted in a department's current year budget, non-exempt Employees of Saginaw County may be scheduled for overtime work and be paid overtime compensation at the rate of time and one-half of regular rates of pay for all hours actually worked in excess of 40 hours provided, however, there shall be no pyramiding of overtime. Furthermore, employees who are on authorized PTO, vacation, or personal leave and actually work within the same 24 hour period, shall be credited no more time than a normal scheduled work day or the amount of time actually worked, if more than a normal work day. Elected officials, persons appointed to serve on a policy-making level, and FLSA exempt personnel are generally exempt from overtime pay. Exempt personnel are salaried employees who are expected to meet the demands of the position without overtime compensation.

7.5.1 Overtime shall not be authorized by Department Heads unless provided for as a separate line item in the departmental budget. Special projects or other extraordinary circumstances, not foreseen during the budget process, may justify special consideration for overtime authorization, which may be requested from the Controller.

7.5.2 Regular full-time employees or part-time and temporary employees working or scheduled to work forty (40) or more hours a week in one department shall not be permitted to work any additional hours in another department unless approved by the Controller.

7.6 **Pay Adjustments.** The following personnel actions shall affect the pay status of the affected employee in the following manner:



- 7.6.1 **Transfers.** If an employee is transferred into a classification with the same pay rate, the employee's pay rate shall remain unchanged. An employee must actually have worked (1) one full year in his/her current position to be eligible to apply for transfers (meaning those positions of the same classification and hours designated to work), unless waived in special circumstances by the Personnel Division or applicable official.
- 7.6.2 **Promotions.** If an employee is promoted to a higher paying position, the employee shall be paid at the lowest step in the new pay grade which is at least five percent (5%) above the salary he/she was receiving immediately before the promotion. For purposes of this policy, promotion means movement to a different position which has a higher final step in the pay grade than the final step in the pay grade for the position being vacated.
- 7.6.2.1 Personnel may be employed in a lower grade than authorized on the Personnel Allocation Schedule. If such an individual is later promoted to the authorized grade, the promotion shall be treated as a reclassification and he/she shall retain his/her step.
- 7.6.3 **Demotions for Cause or at employee request.** If an employee is demoted to a classification with a lower pay grade, for cause, or at the employee's request, the employee shall be paid in accordance with the pay range for the new classification but will retain his/her previous step, including time accrued in previous step.
- 7.6.4 **Transfer to a Lower Paying Position.** If an employee is transferred to a lower paying position because of budgetary requirements, reorganization, or to avoid layoff, the employee will be paid at the highest step of the new classification, if the highest step is lower than the employee's salary before the transfer. If the highest step is not lower than the employee's salary before transfer, then the employee will be placed at the step which is nearest to, but not less than, his/her salary before the transfer.
- 7.6.5 **Recall or Return from Layoff.** When an employee following layoff is recalled in the same classification and pay rate from which he/she was laid off, he/she shall be placed in the same step that he/she occupied at the time of layoff. However, the employee shall be credited any time accrued prior to layoff for purposes of determining the employee's next merit step increase. If the employee returns to a position in a different classification and pay rate (moves from one pay schedule to a different pay schedule), the employee will be placed at the step in the new pay schedule which is closest to but not less than his/her former compensation rate.
- 7.6.6 **Reclassification of Position.** If an employee's position is reclassified the following shall apply:



7.6.6.1 If an employee's position is reclassified to a higher pay grade he/she shall be paid at the higher pay range retaining the same step.

7.6.6.2 If an employee's position is reclassified to a lower pay grade, the employee's salary shall remain frozen at the current pay rate until such time as the salary rate for the new classification equals or exceeds the employee's current salary pay rate.

**7.6.7 Working Out of Classification**

7.6.7.1 Employees may be directed by the Department Head or Supervisor to perform duties above their classification.

7.6.7.2 Employees who are temporarily requested to perform duties above their classification shall be paid at the lowest merit step in the new pay grade which is at least 5% above the salary the employee is currently receiving.

7.6.7.3 Employees shall be required to keep a log of their time worked above their classification and submit same to their Department Head or Supervisor. Logs should contain actual time worked, specific tasks performed and employees will be paid at the higher rate of pay accordingly.

**7.7 Computation of Step Time.** Although time spent on an approved leave of absence or layoff is credited towards continuous length of service, such periods of thirty (30) or more continuous days are not credited towards step increases.

7.7.1 Full-time temporary service, when the employee was hired through competitive selection, that immediately precedes the transfer of an employee to a regular position in the same class, shall be credited in determining the employee's position on the salary schedule.

7.7.2 Regular part-time service which immediately precedes the transfer of an employee to regular full-time service in the same class will be credited at one-half (1/2) time regardless of the number of hours actually worked.

7.7.3 Part-time service is not credited.

**7.8 Former Employee.** A former employee who is rehired shall be paid at Step 1 of the pertinent grade unless a higher step is authorized in accordance with Section 7.2 or the employee is granted previous service in accordance with the Continuous Length of Service Policy (Policy #334).

**7.9 Pay Periods.** Employees shall be paid on a bi-weekly basis.





7.10 **Longevity Pay.** Regular Full-Time Employees hired before March 1, 2005 who have completed five or more years of continuous service as of December 1st of each year shall be entitled to longevity pay. Longevity pay shall be based on length of continuous service as of December 1st of each year and employment status (regular full-time or regular part-time) as of December 1st of each year. Length of continuous service shall be determined as stated in the Continuous Length of Service Policy. Employment status is defined in the Recruitment, Selection and Appointment Policy. Regular full-time employees shall receive \$70 for each full year of continuous service. Regular Full-Time Employees hired on or after March 1, 2005 are not eligible for nor shall they receive longevity pay. Regular part-time employees, who received longevity pay in 2001, shall receive \$35 for each full year of continuous service, until their employment terminates. Regular part-time employees who did not qualify for longevity pay in 2001 (those that had less than five full years continuous service as of 12/01/01), are not eligible for longevity pay.

7.10.1 A Full-Time employee who retires or dies during the year prior to December 1st shall be entitled to a pro-rata longevity pay for the number of months since the previous December 1st to the date of retirement or death.

8 **CONTROLLER/CAO LEGAL COUNSEL REVIEW:** The Controller/CAO has determined that this policy as submitted to the Board of Commissioners contains the necessary substance in order to carry out the purpose of the policy. County Civil Counsel has determined that this policy as submitted contains content that appears to be legal activities of the Saginaw County Board of Commissioners.

Approved as to Substance:

Approved as to Legal Content:

\_\_\_\_\_  
Saginaw County Controller/CAO

\_\_\_\_\_  
Saginaw County Civil Counsel

ADOPTED: November 23, 1999

AMENDED: April 23, 2002; October 12, 2004; February 22, 2005; August 12, 2008; December 18, 2018



**FROM: COMMITTEE ON LABOR RELATIONS -- 5.2**

**OCTOBER 15, 2019**

Your Labor Relations Committee considered Communication No. 10-15-12 from **Sheriff William Federspiel**, requesting creation of a second Personnel Control Number (PCN) for a Deputy Sheriff to fulfill the Spaulding Township contract; and requesting waiver of the hiring freeze and approval to fill two (2) positions of Deputy Sheriff in the Road Patrol division due to vacancies.

We met with Undersheriff Gomez and, after discussion regarding the contract with Merrill/Jonesfield Township ending, a decision was made that the appropriate action would be to reassign the PCN of the Merrill/Jonesfield Township Deputy to Spaulding Township.

We recommend approval to reassign the PCN attributed to the Merrill/Jonesfield Township Deputy to Spaulding Township, waive the hiring freeze and fill the two (2) vacant Deputy Sheriff Road Patrol positions.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair

Kyle R. Harris

Michael A. Webster

Charles M. Stack, Vice-Chair

Sheldon Matthews

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.3**  
**2019**

**OCTOBER 15,**

Your Labor Relations Committee considered Communication No. 10-15-7 from **Jessica Sargent, Commission on Aging Director**, requesting waiver of the hiring freeze and approval to fill the position of Caseworker – Caregiver Support Program (PT).

We met with Ms. Sargent who explained the position is necessary and there is sufficient funding for the grant-funded position.

We recommend approval to waive the hiring freeze and fill the position of Caseworker – Caregiver Support Program (PT) at the Commission on Aging.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair

Kyle R. Harris

Michael A. Webster

Charles M. Stack, Vice-Chair

Sheldon Matthews

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.4**

**OCTOBER 15, 2019**

Your Labor Relations Committee considered Communication No. 10-15-21 from **Chris Rishko, CEO, Michigan Works!**, submitting the recommendation of the Union/Management Benefit Committee related to Public Act 152 of 2011, known as the Employee Health Insurance Act, as to default position (“hard caps”) and engaging Aetna as Saginaw County’s Third Party Administrator in administering its self-insured healthcare plan for 2020.



We met with Mr. Rishko and discussion was held regarding the process taken to come to this decision. The Union/Management Committee met to review health insurance proposals and rates for the 2020 plan year. The committee was presented with rates and information from Blue Cross, HAP and Aetna. This year, with the competitive bidding process, these carriers offered very aggressive rates and provided an average reduction in cost of \$1.3 million. On September 26, 2019 the Committee met and the majority of those present selected Aetna for health insurance for the upcoming year.

We recommend approval to maintain the Hard Cap provision in accordance with P.A. 152 of 2011 and engage Aetna as Saginaw County’s Third Party Administrator in administering its self-insured healthcare plan for 2020.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair  
Kyle R. Harris  
Michael A. Webster

Charles M. Stack, Vice-Chair  
Sheldon Matthews

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.5**

**OCTOBER 15, 2019**

Your Labor Relations Committee considered Communication No. 10-15-24 from **Christina Harrington, Health Officer**, requesting waiver of the hiring freeze and approval to fill the vacant position of Public Health Nurse and allow waiver of the hiring freeze for the remainder of FY 2020 in order to fill Public Health Nurse positions at the Health Department.

We met with Ms. Harrington who explained the difficulty in recruitment and retention of nurses at the Health Department due to the low salary compared to other institutions. With continued restraints on the nursing staff and vacant positions, the Health Department has to routinely cancel clinical services in Immunizations, Family Planning, and STI/HIV due to lack of staffing. The current vacant position is budgeted and fully funded by the Michigan Department of Health and Human Services.

We recommend approval to waive the hiring freeze and fill the vacant position of Public Health Nurse; and, further, to allow waiver of the hiring freeze for the remainder of FY 2020 to fill Public Health Nurse positions at the Health Department.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair  
Kyle R. Harris  
Michael A. Webster

Charles M. Stack, Vice-Chair  
Sheldon Matthews

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.6**

**OCTOBER 15, 2019**

Your Labor Relations Committee considered Communication No. 10-15-28 from **Robert Belleman, Controller/CAO and Amy Deford, Retirement Administrator**, requesting approval of Humana as the carrier to administer the Saginaw County Medicare eligible retiree health plans for the 2020 plan year.

We met with the Controller and discussion was held regarding the process of reviewing competitive proposals from Blue Cross Blue Shield of Michigan, HAP, Aetna and Humana, who offered comparable rates with reductions in fixed administrative fees. Upon reviewing all plans and rates, Humana came in with a monthly savings of \$97,511 and \$1,170,136 annually with a possible cap on the 2<sup>nd</sup> and 3<sup>rd</sup> year rates.



We recommend approval of Humana as the carrier to administer the Saginaw County Medicare eligible retiree health plans for the 2020 plan year.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair  
Kyle R. Harris  
Michael A. Webster

Charles M. Stack, Vice-Chair  
Sheldon Matthews

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.7**

**OCTOBER 15, 2019**

Your Labor Relations Committee considered Communication No. 10-15-26 from **Jennifer Broadfoot, Personnel Director**, requesting further discussion on County Policy #135, "Employee Combined Charitable Campaign Policy" and decision to either move forward with the campaign or delete the policy.

We met with Ms. Broadfoot who provided the results of an employee survey that was sent to 711 individuals. 84 responses were received, with 68 people indicating they did not have an interest in continuing the policy. There was consensus that with more online ways for individuals to make charitable contributions, and the resources needed from various county departments, this policy is unnecessary.

We recommend approval to delete County Policy #135 titled "Employee Combined Charitable Campaign Policy."

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair  
Kyle R. Harris  
Michael A. Webster

Charles M. Stack, Vice-Chair  
Sheldon Matthews

**6. Executive Committee – M. Webster, Chair**

6.1) **SHERIFF**, re: Approval to transfer \$4,500 in DEA funds to the SCCJCC account for the purchase of three (3) in-car cameras

- ***Krafft moved, seconded by Dwan, to approve 6.1. Motion carried.***

**FROM: EXECUTIVE COMMITTEE -- 6.1**

**OCTOBER 15, 2019**

Your Budget/Audit Committee considered Communication No. 10-15-23 from **William L. Federspiel, Sheriff**, requesting the use of fund balance of \$4,500 for three (3) additional in-car computers (\$1,500 per unit) and increase the SCCJCC budget.

We met with Undersheriff Gomez who explained that the need for the new in-car computers. Although the initial request indicated the funds would be from fund balance, the correct activity would be from DEA fund account.

We recommend approval to increase the SCCJCC budget in the amount of \$4,500 from the Sheriff's DEA funds to purchase three (3) additional in-car computers.



Respectfully Submitted,  
**EXECUTIVE COMMITTEE**

Michael A. Webster, Chairman  
Cheryl M. Hadsall  
Dennis H. Krafft

Amos O’Neal  
Charles M. Stack

7. **Legislative Committee – J. Theisen, Chair; A. O’Neal, Vice-Chair**  
None

8. **Intergovernmental Cooperation Committee – J. Theisen, Chair; C. Stack, Vice-Chair**  
None

9. **Committee Compensation**

10-15-19.1) September 8, 2019 – September 21, 2019

10-15-19.2) September 22, 2019 – October 5, 2019

- ***Ruth moved, seconded by Hadsall, to approve 10-15-19.1 and 10-15-19.2 leaving room for exceptions. There were no exceptions and the motion carried.***

**COMMITTEE COMPENSATION - 10.15.19.1**

**OCTOBER 15, 2019**

*I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held September 8 - September 21, 2019*

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	09/09/19	Labor Relations Committee	Kilpatrick	\$50.00	1
			Stack	\$50.00	1
			Harris	\$50.00	1
			Webster	\$50.00	1
2	09/10/19	Executive Committee	Webster	\$50.00	1
			O'Neal	\$50.00	1
			Hadsall	\$50.00	1
			Stack	\$50.00	1
3	09/12/19	Union/Management Health Ins. Committee	Krafft	\$50.00	1
			Hadsall	\$50.00	1
			Stack	\$50.00	1
4	09/16/19	Northern Michigan Counties Assoc./Grayling	Theisen	\$50.00	1
5	09/16/19	HealthSource Saginaw Advisory Board	Stack	\$50.00	1
6	09/17/19	Board Session Dwan, Hadsall, Harris, Kilpatrick, Krafft, Matthews, O'Neal, Ruth, Stack, Theisen, Webster	All Present	\$550.00	11
7	09/18/19	Castle Museum Board	Hadsall	\$50.00	1
8	09/18/19	Saginaw Valley Zoological Society	Matthews	\$50.00	1
			O'Neal	\$50.00	1



9	09/18/19	Animal Control Advisory Council	Hadsall	\$25.00	1
10	09/19/19	Community Action Committee	O'Neal	\$50.00	1
11	09/20/19	MAC General Government/Lansing	Harris	\$50.00	1
<b>TOTAL</b>				<b>\$1,475.00</b>	<b>30</b>

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (9-20-19)

**COMMITTEE COMPENSATION - 10.15.19.2**

**October 15, 2019**

*I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held September 22 - October 5, 2019.*

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	09/23/19	MAC Health & Human Services/Lansing	O'Neal	\$50.00	1
2	09/23/19	MAC Judiciary & Public Safety	Hadsall	\$50.00	1
3	09/24/19	Land Bank Authority	Ruth	\$50.00	1
4	09/24/19	Saginaw County CVB	Ruth	\$25.00	1
5	09/25/19	GLB Regional CVB	Ruth	\$50.00	1
6	09/26/19	Union/Management Health Insurance Committee	Hadsall	\$50.00	1
			Stack	\$50.00	1
7	09/27/19	MAC Transportation/Lansing	Webster	\$50.00	1
8	09/30/19	MI Works! Joint Board of Directors/Midland	Matthews	\$50.00	1
			O'Neal	\$50.00	1
			Ruth	\$50.00	1
			Stack	\$50.00	1
			Webster	\$50.00	1
9	10/01/19	Courts & Public Safety Committee	Hadsall	\$50.00	1
			Kilpatrick	\$50.00	1
			Dwan	\$50.00	1
			O'Neal	\$50.00	1
			Webster	\$50.00	1
10	10/02/19	Crime Prevention Council	Ruth	\$50.00	1
11	10/02/19	County Services Committee	Stack	\$50.00	1
			Hadsall	\$50.00	1
			Harris	\$50.00	1
			Krafft	\$50.00	1
			Webster	\$50.00	1
12	10/03/19	Budget/Audit Committee	Krafft	\$50.00	1
			Ruth	\$50.00	1
			Webster	\$50.00	1



13	10/04/19 Saginaw Future Board	Webster	\$50.00	1
		<b>TOTAL</b>	<b>\$1,375.00</b>	<b>28</b>

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (10-4-19)

### RESOLUTIONS

None

### UNFINISHED BUSINESS

None

### PROCLAMATIONS

#### PROCLAMATION

**Pro Bono Celebration**

**October 20 - 26, 2019**

[www.celebrateprobono.org](http://www.celebrateprobono.org)

**Whereas,** The Latin term “pro bono” literally translates to “for the good.” Access to justice is a fundamental and essential right to a democratic society. Countless citizens cannot afford the legal representation that they need to protect their lives, properties, and natural liberties; and,

**Whereas,** Volunteer local attorneys donate thousands of hours of pro bono time each year, and the invaluable contributions of those attorneys helps to ensure and protect a just society for every citizen; and,

**Whereas,** October 20-26, 2019 has been designated by The American Bar Association, The State Bar of Michigan, and The Saginaw County Bar Association as National Pro Bono Week, to recognize the valuable pro bono contributions made by attorneys throughout the year.

**Now, Therefore, Be It Resolved,** That the Saginaw County Board of Commissioners recognizes the week of October 20 – 26, 2019 as Pro Bono Celebration Week, commends Michigan attorneys for their ongoing pro bono contributions, and reminds all members of the Bar that by engaging in pro bono work and providing financial support they can make a significant difference in the lives of Michigan’s poor who would not otherwise have access to the legal system.

**In Witness Whereof,** The seal of the County of Saginaw has been affixed and the proclamation adopted by the Board of Commissioners on the 15th day of October in the year of our Lord two thousand nineteen.

Respectfully Submitted,  
**Saginaw County**  
**Board of Commissioners**  
Michael A. Webster  
Chairman, District #11

Presented & Adopted: October 15, 2019



**PROCLAMATION**  
**October is DOMESTIC VIOLENCE Awareness Month**  
**BREAK THE SILENCE**  
**STOP THE VIOLENCE**

**Many survivors** have been asked why they stayed. There is never a simple answer because there are often several circumstances that lead each of them to stay with an abuser. Many stay for their children, not even thinking about the devastating effect the verbal and emotional abuse it would have on all of them. The bruises all heal but the mental abuse lasts a lifetime.

**October is National Domestic Violence Awareness Month**, which first began in 1981 by the National Coalition Against Domestic Violence as a Day of Unity to connect battered women's advocates across the country. Domestic violence affects millions of women, men and children, of every race, religion, culture and status. It's not just punches and black eyes – it's yelling, humiliation, stalking, manipulation, threats and isolation. It's stealing a paycheck, keeping tabs online, non-stop texting, constant use of the silent treatment, or calling someone stupid so often they believe it.

**There are few actions** that require as much bravery as walking away from an abusive relationship. To recognize that you are in need of help, and then take the steps needed to get it, is not weakness – it's a sign of strength.

**For over 40 years**, Underground Railroad, Inc. has been the only provider of emergency shelter and services to victims of domestic violence in Saginaw County. Though many things have changed in 40 years, a shocking reality remains: the services are just as necessary today as they were when the doors opened in December 1977. Time and time again, victims say that it was one person who changed the trajectory of their lives. It only needs to be one person who does one thing.

**The Saginaw County Board of Commissioners** hereby proclaims October 2019 as Domestic Violence Awareness Month and calls upon the people of the County of Saginaw to recommit to our community to increase awareness and the understanding of domestic violence by supporting victims and their families, and increase the support for agencies and shelters that provide services to these victims.

Respectfully Submitted,  
**Saginaw County**  
**Board of Commissioners**  
Michael A. Webster  
Chair, District #11

Presented & Adopted: October 15, 2019

Cheryl M. Hadsall  
Commissioner, District #7

**ELECTIONS**

Chairman Webster announced the election would now be held to fill a seat on the **Department of Health and Human Services Board** for a three-year term expiring October 31, 2022. **Commissioner Matthews, seconded by Kilpatrick, moved the election of Kathleen (Kitty) Packard to the Department of Health and Human Services Board for a term to expire October 31, 2022. Motion carried.**





Chairman Webster announced the election would now be held to fill two (2) seats on the **Saginaw Community Healthcare Services Corporation/HealthSource Saginaw, Inc. Board of Trustees (HSS)** for three-year terms expiring December 31, 2022 and a vacant seat with a term expiring December 31, 2021. The HSS Board of Trustees submitted the names of incumbents Timothy D. Novak, Miguel Gomez, and Dawn Luptowski. ***Commissioner Kilpatrick, seconded by Ruth, moved to elect Timothy D. Novak and Miguel Gomez to the HealthSource Saginaw Inc. Board of Trustees with terms to expire December 31, 2022 and Dawn Luptowski to fill a vacancy with a term to expire December 31, 2021. Motion carried.***

## APPOINTMENTS

None

## ANNOUNCEMENTS BY THE CHAIR

None

## COMMISSIONER AUDIENCES

- ◆ Commissioner Krafft announced Halloween in Frankenmuth, MI on Thursday, October 31, 2019 and suggested people not wear a NFL Referee costume.
- ◆ Commissioner O’Neal announced that he sits on the Community Health Assessment Committee and invited Nicole Schaub, MPH to speak on the process to create a countywide plan. The plan includes Asset Mapping Town Hall meetings that will gather information from the community to gauge its strengths, with a deadline of January 1, 2020 to have the meetings scheduled.
- ◆ Commissioner Matthews announced a “Trunk or Treat” on Wednesday, October 23, 2019 at the Great Giant Grocery Store on Sheridan Road from 5:00 p.m. – 7:00 p.m.

***By Commissioner Harris, seconded by Commissioner Dwan: That the Board adjourn. Motion carried. Thereupon, the Board adjourned at 6:02 p.m.***

Respectfully Submitted,

## SAGINAW COUNTY BOARD OF COMMISSIONERS

**MICHAEL A. WEBSTER, CHAIRMAN**

**MICHAEL J. HANLEY, CLERK**

Prepared by: Suzy Koeplinger, Deputy County Clerk



OFFICIAL PROCEEDINGS  
OF THE  
*Board of Commissioners*  
OF SAGINAW COUNTY, MICHIGAN



NOVEMBER SESSION 2019

**F**irst Day of the November Session of the Board of Commissioners of Saginaw County, Michigan, held Tuesday, November 19, 2019. The Board met pursuant to adjournment at 5:00 p.m. with the Honorable Michael A. Webster in the Chair. Deputy Clerk Suzy Koeplinger took roll, quorum present as follows:

**PRESENT:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O'Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 11*

**ABSENT:** - 0

**TOTAL:** - 11

Commissioner Hadsall gave the invocation and asked the WWII and Korean War Veterans in the audience to lead the Pledge of Allegiance to the Flag.

CLERK'S CALL OF SESSION

November 8, 2019

TO: SAGINAW COUNTY BOARD OF COMMISSIONERS

RE: Notice of November 19, 2019 Board Session

Honorable Commissioners:

The Saginaw County Board of Commissioners will convene for its First Day's Session on Tuesday, November 19, 2019 at 5:00 p.m. in the Board Chambers, Second Floor - Room 200, Saginaw County Governmental Center, Saginaw, Michigan.

Respectfully Submitted,

Michael J. Hanley, County Clerk

***By the Chair: That the Notice of Meeting from the County Clerk be received and filed, if there are no objections. The Chair hears none; it is so ordered.***



## APPROVAL OF MINUTES

Commissioner Kilpatrick moved, seconded by Commissioner Harris, to approve the October 15, 2019 Board Session Minutes. Motion carried.

## AUDIENCES

- ❖ Bob Brown, Region VII Area Agency on Aging, presented Commissioner Stack and Jessica Sargent, Commission on Aging Director, with an Equipment Grant in the amount of \$10,000 for the Nutrition and Meals on Wheels Programs at the Marie E. Davis Senior Center and the Eleanor Frank Multi-Purpose Center
- ❖ Katharine Tessin, Administrative Director, Mid Michigan Waste Authority (MMWA), provided an update on MMWA's 2019 Solid Waste season, holiday light recycling, and preview of 2020 Solid Waste schedule
- ❖ Hon. Janet Boes asked commissioners, due to lack of action by the Labor Relations Committee on her request to place her Law Clerk/Bailiff at a higher range on the pay scale, to consider County Policy #335 which allows for a department head to submit pertinent documentation to the Board for consideration
- ❖ Commissioner O'Neal presented Audra Wilson, Great Lakes Bay Health Centers, with a Proclamation for World AIDS Day on December 1, 2019
- ❖ Commissioners O'Neal and Matthews presented the following WWII and Korean War Veterans with Certificates of Recognition: Henry H. Brown, John Carter, B.L. Little, Clinton McMillon Sr., Mark Thomas, Edward G. Robinson, Ralph Culpepper, and Leon Clark
- ❖ Chairman Webster recognized Saginaw County employees Kris Fuller on her 2019 Court Reporter of the Year award from the Michigan Electronic Court Reporters Association (MECRA) and Paula McGlown on completing Level I of the Court Management Program from the National Center for State Courts – Institute for Court Management and achieving the status of Certified Court Manager (CCM)

## LAUDATORY RESOLUTIONS

- Certificates of Recognition to Saginaw County Sports Hall of Fame inductees into its 18<sup>th</sup> Class of Outstanding Athletes/Teams: *\*Stacy (Delaney) Rohr \*Hogey Holtz \*Charlie Markey \*Ralph Munger \*Brad Redford \*Jenny Ryan \*Blair White \*Nouvel Catholic Central State Championship (2006 & 2007) Football Teams*
- Certificate of Recognition to Truevine Missionary Baptist Church on its 75<sup>th</sup> Anniversary
- Certificates of Recognition in honor of Veterans Day to: *Henry H. Brown, John Carter, B.L. Little, Clinton McMillon Sr., Mark Thomas, Edward G. Robinson, Ralph Culpepper, Leon Clark, Johnny Ballard, Robert McKandes, Arthur Johnson, and Everett Toney*



**CERTIFICATES OF RECOGNITION**

**Certificate of Recognition  
Saginaw County Sports Hall of Fame**

**WHEREAS**, The Saginaw County Board of Commissioners is honored to recognize the Saginaw County Sports Hall of Fame as it celebrates the induction of its 18<sup>th</sup> class of outstanding athletes/teams; and, **WHEREAS**, On Sunday, November 3, 2019 at the Horizons Conference Center the “Class of 2019” will be inducted into the Sports Hall of Fame –

- Stacy (Delaney) Rohr**
- Hogey Holtz**
- Charlie Markey**
- Ralph Munger**
- Brad Redford**
- Jenny Ryan**
- Blair White**

**Nouvel Catholic Central State Champion Football Teams (2006 & 2007)**

**WHEREAS**, Each outstanding athlete/team has displayed a lifetime loyalty to the Saginaw community and a commitment to the integrity of the sport. We commend each and every inductee on their achievement.

**NOW, THEREFORE, BE IT RESOLVED**, That a unanimous accolade of tribute be hereby accorded to the Saginaw County Sports Hall of Fame as we recognize not only its presence in our community but its support of our family of athletes. We join the community in supporting and encouraging its work; and, **BE IT FURTHER RESOLVED**, That this expression of recognition be placed in the minutes of the November 19, 2019 session, presented to each inductee as a permanent record of their accomplishment, and given to the Saginaw County Sports Hall of Fame in celebration of its 18<sup>th</sup> class of inductees.

Respectfully Submitted,  
**Saginaw County**  
**Board of Commissioners**  
Michael A. Webster  
Chairman, District #11

Presented: November 3, 2019  
Adopted: November 19, 2019

**Certificate of Recognition  
75<sup>th</sup> Anniversary  
Truevine Missionary Baptist Church**

**During the month of November 2019  
Truevine Missionary Baptist Church  
will celebrate its 75<sup>th</sup> Anniversary  
at 2930 Janes Ave., Saginaw, MI**



In September 1944 in Saginaw Michigan, five courageous men and one woman met together for prayer service. Out of this meeting would come the establishment of a mission and the task of building a community church known as Truevine. The men and women who helped build this church had strong religious beliefs and background. This group of dynamic trailblazers established a permanent place to worship.

Mrs. Arie Goode, a bold, defiant and strong leader, was chosen to organize the church. Charter members working with her included Roy Turner, Samuel Owens and George Redeemer. Pastor F. C. Jones, along with the congregation, were present at the organizational meeting. Truevine has had three Pastors, including Rev. Eddie Johnson, Rev. Robert B. Corley, Sr. and Rev. Paul E. Broaddus. God gave each a vision to do something that would improve and enrich the church family and community. The history of Truevine Missionary Baptist Church is the story of determination, boldness, and faith.

The Saginaw County Board of Commissioners congratulates Truevine Missionary Baptist Church on 75 years in our community along with its contributions and achievements to the residents of Saginaw County. Blessings on your next 75 years!

Respectfully Submitted,  
Saginaw County  
Board of Commissioners  
Michael A. Webster  
Chair, District #11

Adopted: November 19, 2019

Carl E. Ruth  
Commissioner, District #10

**CERTIFICATES OF RECOGNITION**

to

**Henry H. Brown, John Carter, B.L. Little, Clinton McMillon Sr., Mark Thomas,  
Edward G. Robinson, Ralph Culpepper, Leon Clark, Johnny Ballard,  
Robert McKandes, Arthur Johnson, and Everett Toney**

**On November 11<sup>th</sup>, Veterans are honored for serving their country in the United States  
Army, Navy, Air Force, Marines or Coast Guard.**

Originally called Armistice Day, the Veterans Day holiday commemorates the day Allied forces and Germany put into effect an armistice on November 11, 1918, signaling an end to the fighting of World War I. Veterans Day became an official holiday in 1938, according to the Department of Defense.

By 1954, Americans had served in World War II and the Korean War, causing veterans service organizations to urge Congress to change Armistice Day to Veterans Day. This way, service members from all wars would be honored and not just those who served in World War I.

The Saginaw County Board of Commissioners takes special pride in acknowledging your service, your courage, and most of all your sacrifice to our country. Your dedication to the United States of America, its ideals, and its military is commendable. It is an honorable addition to the freedom you bravely fought and worked for, not only for families in America but throughout the world. THANK YOU FOR YOUR SERVICE!



Respectfully Submitted,  
**Saginaw County**  
**Board of Commissioners**  
Michael A. Webster  
Chairman, District #11

Presented: November 19, 2019  
Adopted: November 19, 2019

Amos O’Neal  
Commissioner, District #9

## PETITIONS AND COMMUNICATIONS

By the Chair: That the following communications received by the Board of Commissioners were referred as designated, if there are no objections. The Chair hears none; it is so ordered.

- 11-19-1 PURCHASING/RISK MANAGER** submitting the Saginaw County PNC Credit Card Statement and Detailed Charges for September 2019.
  - Budget/Audit (*Receive & File*)
- 11-19-2 HON. JANET M. BOES, 10<sup>th</sup> CIRCUIT COURT** requesting approval of a compensation increase to Step 7 of 9 on the I-08 pay scale for her newly hired **Law Clerk/Bailiff**.
  - Labor Relations
- 11-19-3 BIRCH RUN TOWNSHIP DDA** sending notice of a Special Meeting for a sewer project update and a letter of support for a proposed Sports Fitness & Recreation Complex at Birch Run Premium Outlets.
  - County Services (*Receive & File*)
- 11-19-4 PUBLIC WORKS** requesting approval of a Resolution to authorize a real property tax lien as restitution to the Bridgeport Drain Drainage District on property owned by Aaron E. McBride, pursuant to the Michigan Drain Code, MCL 280.1 et seq.
  - County Services (**11-19-3.1**)
- 11-19-5 PUBLIC WORKS** requesting approval of a Resolution approving the annual Saginaw Area Storm Water Authority Cost Apportionment and 2020 Budget.
  - County Services (**11-19-3.2**)
- 11-19-6 GREAT LAKES BAY HIV/AIDS TASKFORCE** requesting a Proclamation for December 1<sup>st</sup> as World AIDS Day 2019 and permission to place a large red ribbon on the courthouse grounds from November 27 – December 3, 2019
  - County Services (**11-19-3.3**)
- 11-19-7 MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY** submitting an Acknowledgement of Receipt of a Baseline Environmental Assessment on property at: 75, 77, 79 W. Center Street, 3300 Salt Street, 3305 and 3307 Gabriel Road, Saginaw, MI.
  - County Services (*Receive & File*)
- 11-19-8 SAGINAW COUNTY COMMUNITY MENTAL HEALTH AUTHORITY** submitting its annual presentation to the Human Services Committee, pursuant to the 2019 Amended Resolution E.
  - Human Services (*Receive & File*)
- 11-19-9 CONTROLLER/CAO** submitting the 2019 Third Quarter Finance and Program reports for the Historical Society of Saginaw County and the third quarter reports from the four out-county museums.
  - County Services (*Receive & File*)



- 11-19-10 DEBORAH TUBB, MEDICAL EXAMINER OFFICE MANAGER** requesting payout of 550 hours of accumulated Personal Time Off (PTO) due to Saginaw County contracting with Michigan Institute of Forensic Science & Medicine (MIFSM) for third party Medical Examiner services.  
-- Executive (**Not Considered at Committee**)
- 11-19-11 CONTROLLER/CAO** submitting a Status Report on the Saginaw County Adult Detention & Sheriff Administration Building Project.  
-- Courts & Public Safety (*Receive & File*)
- 11-19-12 CONTROLLER/CAO** submitting information for budget discussion regarding revenue enhancement/cost containment ideas for Saginaw County Community Mental Health Authority.  
-- Budget/Audit
- 11-19-13 ANIMAL CARE & CONTROL** requesting an increase in its FY 2020 Public Improvement Fund Budget in the amount of \$18,168 to purchase seven (7) Motorola hand-held radios and accessories (spare batteries, chargers, vehicle chargers).  
-- Budget/Audit (**11-19-4.2**)
- 11-19-14 TREASURER/CONTROLLER** sending the electronic transactions and voucher payments transmittal form for the month of September 2019.  
-- Budget/Audit (**11-19-4.1**)
- 11-19-15 FINANCE DIRECTOR** submitting budget adjustments and grants accepted for the period July 1, 2019 to September 30, 2019 as well as budget adjustments approved by the Controller for the purpose of carrying forward budget from FY 2018 to FY 2019 as outlined in Budget Resolution A.  
-- Budget/Audit (*Receive and File*)
- 11-19-16 COMMISSION ON AGING** requesting waiver of the hiring freeze and approval to fill the position of Kitchen Assistant (PT) due to be vacant as of December 31, 2019.  
-- Labor Relations (**11-19-5.1**)
- 11-19-17 HEALTH DEPARTMENT** requesting waiver of the hiring freeze and approval to fill the vacant position of Office Assistant II (T-7).  
-- Labor Relations (**Not Considered at Committee**)
- 11-19-18 PERSONNEL DIRECTOR** submitting the October 2019 Employment Status Report.  
-- Labor Relations (*Receive & File*)
- 11-19-19 SHERIFF** requesting approval of millage language for placement on the March 2020 county-wide ballot for renewal and increase of up to 1.7500 mills to raise up to \$8,644,965 in the first year for the purpose of continuing county-wide law enforcement, road patrol services, and operation of the Saginaw County Sheriff's Office and jail.  
-- Executive (**Pulled at Committee**)
- 11-19-20 COUNTY CLERK** requesting approval of a Memorandum of Understanding between Saginaw County and the Technical, Professional and Office Workers Association of Michigan (TPOAM) to allow for waiver of the internal bargaining unit department only posting requirement.  
-- Labor Relations (**11-19-5.2**)

## INITIATORY MOTIONS

None



## REPORTS OF COMMITTEES

1. **Human Services Committee – A. O’Neal, Chair; J. Theisen, Vice-Chair**  
None
2. **Courts and Public Safety Committee – C. Hadsall, Chair; K. Kilpatrick, Vice-Chair**  
None
3. **County Services Committee – C. Stack, Chair; C. Hadsall, Vice-Chair**
  - 3.1) **PUBLIC WORKS**, re: Approval of a Resolution to authorize a real property tax lien as restitution to the Bridgeport Drain Drainage District
  - 3.2) **PUBLIC WORKS**, re: Approval of a Resolution approving the annual Saginaw Area Storm Water Authority Cost Apportionment and 2020 Budget
  - 3.3) **GREAT LAKES BAY HEALTH CENTER**, re: Approval to place a large red ribbon on the courthouse grounds in honor of World AIDS Day from November 27 – December 3, 2019
  - ***Stack moved, seconded by Theisen, to approve 3.1 through 3.3 leaving room for exceptions. There were no exceptions and the motion carried.***

### FROM: COMMITTEE ON COUNTY SERVICES – 3.1

NOVEMBER 19, 2019

Your committee considered Communication No. 11-19-4 from **Brian Wendling, Public Works Commissioner**, requesting approval of a Resolution to authorize a real property tax lien as restitution to the Bridgeport Drain Drainage District on property owned by Aaron E. McBride, pursuant to the Michigan Drain Code, MCL 280.1 et seq.

We met with Mr. Wendling who explained that Aaron E. McBride (Landowner) owns land within the Drainage District and Saginaw County, Parcel No. 09-11-5-10-3006-000. A culvert was installed on the property within the drain that is improperly sized and was not permitted by the Public Works Commissioner. Mr. McBride was sent letters on October 6, 2016 and March 16, 2017 indicating the culvert was an obstruction and requesting its removal because it was too small and restricted the flow of the drain. The culvert has now failed, causing even greater flow, erosion, and sedimentation concerns. Mr. McBride was sent another letter on June 3, 2019 requesting the obstructions, including the culvert and all the rocks piled in the drain, be removed. Mr. McBride has failed to remove obstructions. The Drainage District will be removing the obstructions incurring estimated expenses in the amount of approximately \$2,000, excluding attorney fees.

We recommend approval of the Resolution to authorize a real property tax lien as restitution to the Bridgeport Drain Drainage District on property owned by Aaron E. McBride, as submitted under the regular order of business.

Respectfully Submitted,

### COMMITTEE ON COUNTY SERVICES

Charles M. Stack, Chair

Kyle R. Harris

Michael A. Webster

Cheryl M. Hadsall, Vice-Chair

Dennis H. Krafft





**FROM: COMMITTEE ON COUNTY SERVICES – 3.2**

**NOVEMBER 19, 2019**

Your committee considered Communication No. 11-19-5 from **Brian Wendling, Public Works Commissioner**, submitting for approval a Resolution Approving Apportionment of Operational Costs & Accepting for File the FY 2020 Budget of the Saginaw Area Storm Water Authority.

The request was discussed in committee and approved.

We recommend approval of the Resolution as submitted under the regular order of business.

Respectfully Submitted,

**COMMITTEE ON COUNTY SERVICES**

Charles M. Stack, Chair

Kyle R. Harris

Michael A. Webster

Cheryl M. Hadsall, Vice-Chair

Dennis H. Krafft

**FROM: COMMITTEE ON COUNTY SERVICES – 3.3**  
**2019**

**NOVEMBER 19,**

Your committee considered Communication No. 11-19-6 from the **Great Lakes Bay Health Center** requesting a Proclamation to commemorate World AIDS Day on December 1, 2019 and permission to display a 14-foot red ribbon on the Courthouse lawn from November 27 – December 3, 2019.

The request was discussed in committee and approved.

It is the recommendation of your committee to approve the display of a 14-foot red ribbon on the Courthouse lawn from November 27 – December 3, 2019 in honor of World AIDS Day.

Respectfully Submitted,

**COMMITTEE ON COUNTY SERVICES**

Charles M. Stack, Chair

Kyle R. Harris

Michael A. Webster

Cheryl M. Hadsall, Vice-Chair

Dennis H. Krafft

4. **Budget Audit Committee – D. Krafft, Chair; A. O’Neal, Vice-Chair**

4.1) **TREASURER/CONTROLLER**, re: Claims for September 2019

4.2) **ANIMAL CARE & CONTROL**, re: Approval to increase its FY 2020 Public Improvement Fund Budget by \$18,168 to purchase seven (7) Motorola hand-held radios and accessories

- ***Krafft moved, seconded by Theisen, to approve 4.1 and 4.2 leaving room for exceptions. There were no exceptions and the motion carried.***

**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.1**

**NOVEMBER 19, 2019**

In accordance with State Statute and County Policy, your **Budget/Audit Committee** reviewed the claims for presentation to the Board of Commissioners, as listed below:

<u>Comm. No.</u>	<u>Payment Type</u>	<u>Period</u>	<u>Amount</u>
<b>11-19-14</b>	Electronic Transactions	September 1 – 30, 2019	\$ 8,473,678.15
	Voucher Payments	September 1 – 30, 2019	\$ 14,619,415.31



We recommend the payments be approved as compiled and submitted by the Treasurer's Office and Accounting Division of the Controller's Office.

Respectfully Submitted,

**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair

James G. Theisen

Michael A. Webster

Amos O'Neal, Vice-Chair

Carl E. Ruth

**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.2**

**NOVEMBER 19, 2019**

Your Budget/Audit Committee considered Communication No. 11-19-13 from **Bonnie Kanicki, Animal Care & Control (ACC) Director**, requesting an increase in its FY 2020 Public Improvement Fund Budget in the amount of \$18,168 for the purchase of seven (7) Motorola hand-held radios and accessories.

We met with Ms. Kanicki who explained that ACC works closely with law enforcement and the equipment is necessary due to new technology at 9-1-1 and the Sheriff's Office. This purchase would allow the Animal Control Officers and the ACC Office itself to have the same equipment as that of law enforcement.

We recommend approval to increase the Animal Care & Control FY 2020 Public Improvement Fund Budget in the amount of \$18,168 for the purchase of seven (7) Motorola hand-held radios and accessories.

Respectfully Submitted,

**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair

James G. Theisen

Michael A. Webster

Amos O'Neal, Vice-Chair

Carl E. Ruth

5. **Labor Relations Committee – K. Kilpatrick, Chair; C. Stack, Vice-Chair**

- 5.1) **COMMISSION ON AGING**, re: Approval to waive the hiring freeze and fill the position of **Kitchen Assistant (PT)**
- 5.2) **COUNTY CLERK**, re: Approval of Memorandum of Understanding (MOU) between Saginaw County and the Technical, Professional and Office Workers Association of Michigan (TPOAM)
- 5.3) **70TH DISTRICT COURT**, re: Approval of Memorandum of Understanding (MOU) between the County of Saginaw, Saginaw County Trial Court and the Technical, Professional and Office Workers Association of Michigan (TPOAM)
- 5.4) **COMMITTEE**, re: Approval for a moratorium on employee wage adjustments until Phases II and III of the Compensation Study are complete and adopted by the Board of Commissioners

- ***Kilpatrick moved, seconded by Harris, to approve 5.1 through 5.4 leaving room for exceptions. 5.4 was excepted by Hadsall for discussion and the motion carried as to 5.1 – 5.3. Discussion was held regarding Phases II and III of the Compensation Study and the motion carried as to 5.4 with a Nay vote recorded for Hadsall.***



**FROM: COMMITTEE ON LABOR RELATIONS -- 5.1**

**NOVEMBER 19, 2019**

Your Labor Relations Committee considered Communication No. 11-19-16 from **Jessica Sargent, Director, Commission on Aging**, requesting waiver of the hiring freeze and approval to fill the position of **Kitchen Assistant (PT)** due to be vacant as of December 31, 2019.

We met with Ms. Sargent who explained that the current employee would retire at the end of 2019 leaving the position vacant.

We recommend waiver of the hiring freeze and approval to fill the position of Kitchen Assistant (PT) upon retirement of the current employee.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair

Kyle R. Harris

Michael A. Webster

Charles M. Stack, Vice-Chair

Sheldon Matthews

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.2**

**NOVEMBER 19, 2019**

Your Labor Relations Committee considered Communication No. 11-19-20 from **Michael J. Hanley, County Clerk**, requesting approval of a Memorandum of Understanding (MOU) between Saginaw County and the Technical, Professional and Office Workers Association of Michigan (TPOAM) to allow for waiver of the internal bargaining unit department only posting requirement.

We met with Mr. Hanley who explained the employees involved both work within the Circuit Court Records Office and seek to switch positions. The switch in positions would be mutually beneficial to both employees and is brought before the committee at their request and with the approval of the TPOAM.

We recommend approval of the Memorandum of Understanding (MOU) and allow for waiver of the internal bargaining unit department only posting requirement.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair

Kyle R. Harris

Michael A. Webster

Charles M. Stack, Vice-Chair

Sheldon Matthews

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.3**

**NOVEMBER 19, 2019**

Your Labor Relations Committee considered a **Memorandum of Understanding (MOU)** between the County of Saginaw, Saginaw County Trial Court, and the Technical, Professional and Office Workers Association of Michigan (TPOAM).

Mr. Belleman, Controller/CAO, provided a brief explanation of an agreement that has been in place since 2010, allowing certain individuals in the Legal Clerk 1 classification who are performing Circuit Court Judicial Secretary duties for the five (5) District Judges, to be compensated for working above their classification. The MOU outlines the procedure whereby an employee can be compensated for working above their classification and specifies the five (5) individuals in the Legal Clerk 1 classification who are performing the duties of the Circuit Court Judicial Secretary position.

We recommend approval of the Memorandum of Understanding, which will expire December 31, 2019, or upon the execution of a revised MOU, whichever first occurs.



Respectfully Submitted,  
**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair  
Kyle R. Harris  
Michael A. Webster

Charles M. Stack, Vice-Chair  
Sheldon Matthews

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.4**

**NOVEMBER 19, 2019**

Your Labor Relations Committee considered a Motion from **Commissioner Kyle Harris** requesting a moratorium on employee wage adjustments until Phase II (Professional) and Phase III (Managerial) of the Job Classification & Compensation Study are complete and adopted by the Board of Commissioners.

We recommend approval of a moratorium on employee wage adjustments until Phases II and III of the Compensation Study are complete and adopted by the Board of Commissioners.

Respectfully Submitted,  
**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair  
Kyle R. Harris  
Michael A. Webster

Charles M. Stack, Vice-Chair  
Sheldon Matthews

6. **Executive Committee – M. Webster, Chair**

None

7. **Legislative Committee – J. Theisen, Chair; A. O’Neal, Vice-Chair**

7.1) **LEGISLATIVE COMMITTEE**, re: Approval of a Resolution supporting passage of legislation to adopt 4-year terms for County Commissioners

- ***Theisen moved, seconded by Krafft, to approve 7.1. Motion carried.***

**FROM: LEGISLATIVE COMMITTEE -- 7.1**

**NOVEMBER 19, 2019**

Your Legislative Committee considered a proposed **Resolution Supporting Passage of Legislation to Adopt 4-Year Terms for County Commissioners** provided by the Michigan Association of Counties.

Discussion was held regarding the proposed resolution and the fact that Michigan is one of only five states that provides for exclusively two-year terms for County Commissioners. All other county and township elected officials in Michigan are elected to terms of at least four years. In addition, the scope of duties of a County Commissioner has greatly increased in the last century.

Resolution “A” is submitted under the regular order of business for your consideration.

Respectfully Submitted,  
**LEGISLATIVE COMMITTEE**

James G. Theisen, Chair  
Cheryl M. Hadsall  
Michael A. Webster

Amos O’Neal, Vice-Chair  
Carl E. Ruth



8. **Intergovernmental Cooperation Committee – J. Theisen, Chair; C. Stack, Vice-Chair**  
None

9. **Committee Compensation**

11-19-19.1) October 6, 2019 – October 19, 2019

11-19-19.2) October 20, 2019 – November 2, 2019

- ***Kilpatrick moved, seconded by Dwan, to approve 11-19-19.1 and 11-19-19.2 leaving room for exceptions. There were no exceptions and the motion carried.***

**COMMITTEE COMPENSATION - 11.19.19.1**

**November 19, 2019**

*I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held October 6 – October 19, 2019*

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	10/07/19	Labor Relations Committee	Kilpatrick	\$50.00	1
			Stack	\$50.00	1
			Matthews	\$50.00	1
			Webster	\$50.00	1
2	10/08/19	Executive Committee	Webster	\$50.00	1
			O'Neal	\$50.00	1
			Hadsall	\$50.00	1
			Stack	\$50.00	1
			Krafft	\$50.00	1
3	10/11/19	MAC Environmental (No Mileage)	Webster	\$50.00	1
4	10/14/19	Committee of the Whole re: Aetna Dwan, Harris, Krafft, Matthews, O'Neal, Ruth, Stack, Theisen, Webster <i>Absent: Hadsall, Kilpatrick</i>	9 Present	\$450.00	9
5	10/15/19	Committee of the Whole re: Opioid Litigation Update Dwan, Hadsall, Harris, Krafft, Matthews, O'Neal, Ruth, Theisen, Webster <i>Absent: Kilpatrick, Stack</i>	9 Present	\$225.00	9
6	10/15/19	Courts & Public Safety Committee - Special	Hadsall	\$25.00	1
			Kilpatrick	\$25.00	1
			Dwan	\$25.00	1
			O'Neal	\$25.00	1
			Webster	\$25.00	1



7	10/15/19	<b>Board Session</b> Dwan, Hadsall, Harris, Kilpatrick, Krafft, Matthews, O'Neal, Ruth, Stack, Theisen, Webster	All Present	\$550.00	11
8	10/16/19	<b>Saginaw Valley Zoological Society</b>	Matthews O'Neal	\$50.00 \$50.00	1 1
9	10/16/19	<b>Medical Dispatch Advisory</b>	Dwan	\$50.00	1
10	10/16/19	<b>Animal Control Advisory Council</b>	Hadsall	\$50.00	1
11	10/17/19	<b>SMATS Planning</b>	Stack	\$50.00	1
12	10/17/19	<b>Commission on Aging</b>	Stack	\$25.00	1
13	10/17/19	<b>Community Action Committee</b>	O'Neal	\$50.00	1
<b>TOTAL</b>				<b>\$2,175.00</b>	<b>51</b>

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (10-18-19)

**COMMITTEE COMPENSATION - 11.19.19.2**

**November 19, 2019**

*I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held October 20 - November 2, 2019.*

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	10/21/19	Northern Michigan Counties Association/Grayling	Theisen	\$50.00	1
2	10/23/19	GLB Regional CVB/Midland	Ruth	\$50.00	1
3	10/25/19	MAC Transportation/Lansing	Webster	\$50.00	1
4	10/28/19	MAC Health & Human Services/Lansing	O'Neal	\$50.00	1
5	10/28/19	MAC Judiciary & Public Safety/Lansing	Hadsall	\$50.00	1
6	10/29/19	Saginaw CVB	Ruth	\$25.00	1
7	10/29/19	Committee of the Whole - Animal Control Site Selection Hadsall, Harris, Krafft, Matthews, O'Neal, Ruth, Stack, Theisen, Webster <i>Absent: Dwan, Kilpatrick</i>	All Present	\$450.00	9
8	11/01/19	MAC Finance Committee - No Mileage	Krafft	\$50.00	1
<b>TOTAL</b>				<b>\$775.00</b>	<b>16</b>

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (11-1-19)



## RESOLUTIONS

### RESOLUTION “A”

#### Resolution In Support of 4-Year Commissioner Terms

At a regular meeting of the Board of Commissioners of the County of Saginaw, State of Michigan held at Saginaw, Michigan on the 19<sup>th</sup> day of November, 2019.

**PRESENT:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster – 11*

**Commissioner Theisen offered the following resolution and moved for adoption. The motion was seconded by Commissioner Ruth.**

**WHEREAS**, the 1963 Michigan Constitution stipulated four-year terms for the county Board of Supervisors, the preceding body to today’s Board of Commissioners; and,

**WHEREAS**, the Legislature voted in 1966 to abolish Boards of Supervisors and formally replace them with Boards of Commissioners after the 1968 elections; and,

**WHEREAS**, Public Act 261 of 1966 promulgated that the length of terms for the new County Commissioners shall be concurrent with that of State Representatives, as specified in Article IV, Section 3 of the Michigan Constitution; and,

**WHEREAS**, the scope of duties of a County Commissioner has greatly increased in the last century – road patrols, indigent defense, mental health treatment and substance abuse prevention programming, solid waste pick-up and disposal, food and water supply safety, park operations, economic development efforts, emergency management and response; and,

**WHEREAS**, Michigan is one of only five states in the United States that provides for exclusively two-year terms for County Commissioners; and,

**WHEREAS**, all other county and township elected officials in Michigan are elected to terms of at least four years; and,

**WHEREAS**, the position of County Commissioner is a highly complex oversight role that requires years to master; and,

**WHEREAS**, legislation to amend state law to enact four-year terms has been filed in the form of House Bills 4937-38 and Senate Bills 504-505; and,

**WHEREAS**, the Michigan Association of Counties supports the legislation as introduced;

**NOW, THEREFORE, BE IT RESOLVED** that Saginaw County supports House Bills 4937-38 and Senate Bills 504-505 to enact four-year terms for County Commissioners.

**Yeas:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 11*

**TOTAL:** - 11



STATE OF MICHIGAN            )  
  )ss  
COUNTY OF SAGINAW        )

I, the undersigned, the duly qualified and acting Clerk of the County of Saginaw, State of Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a regular meeting of the Board of Commissioners of said County, held on the 19th day of November, 2019, the original of which is on file in the Board Office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 19th day of November, 2019.

**Michael J. Hanley, County Clerk**  
**County of Saginaw**

**RESOLUTION “B”**  
**STATE OF MICHIGAN**  
**COUNTY OF SAGINAW**  
**BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE REAL PROPERTY TAX LIEN**  
**AS RESTITUTION TO THE BRIDGEPORT DRAIN DRAINAGE DISTRICT**

At a regular meeting of the Board of Commissioners of the County of Saginaw, State of Michigan held at Saginaw, Michigan on the 19<sup>th</sup> day of November, 2019.

**PRESENT:**     *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster – 11*

**Commissioner Stack offered the following resolution and moved for adoption. The motion was seconded by Commissioner Kilpatrick.**

**WHEREAS**, the Bridgeport Drain (“Drain”) is an established county drain, and the Bridgeport Drain Drainage District (“Drainage District”) is an established drainage district under the Supervision of the Saginaw County Public Works Commissioner pursuant the Michigan Drain Code, MCL 280.1 *et seq.* (“Drain Code”); and,

**WHEREAS**, Mr. Aaron E. McBride (“Landowner”) owns land within the Drainage District and Saginaw County more particularly described as Parcel No. 09-11-5-10-3006-000 (“Property”) and with a legal description as follows:





LOTS 6, 7, 8 & OUTLOT B MOSKAL SUB-DIV IN SE1/4 OF SW1/4 OF SEC 10 ALSO COM AT SE CORN OF LOT 5 MOSKAL SUB-DIV TH N 40 DEG 31 MIN 30 SECONDS E 341.44 FT TO WLY LINE OF LTD ACCESS HWY R/W OF I-75 & SE CORN OF LOT 8 OF MOSKAL SUB TH ON SAID R/W LINE SELY 622 FT TO SELY EXTENSION OF LOT LINE COMMON TO LOTS 5 & 6 TH N 49 DEG 28 MIN 30 SECONDS W 520.48 FT ON EXTENSION OF SAID LOTS 5 & 6 MOSKAL SUB TO SE CORN OF LOT 5 TO POB. 2.12 ACRES LOT 6, 7, 8 & OUTLOT B MOSKAL SUB USED AS ONE PARCEL SEC 10 T11N R5E

**WHEREAS**, A culvert was installed on the Property within the Drain that is improperly sized and was not permitted by the Public Works Commissioner; and,

**WHEREAS**, Landowner was sent letters on October 6, 2016 and March 16, 2017 indicating the culvert was an obstruction and requesting its removal because it was too small and restricted the flow of the Drain; and,

**WHEREAS**, the culvert has now failed, causing even greater flow, erosion, and sedimentation concerns, and Landowner was sent another letter on June 3, 2019 requesting the obstructions, including the culvert and all the rocks piled in the Drain, be removed; and,

**WHEREAS**, Landowner has failed to remove obstructions; and,

**WHEREAS**, The Drainage District will be removing the obstructions incurring estimated expenses in the amount of approximately \$2,000.00, excluding attorney fees; and,

**WHEREAS**, Section 421 of the Drain Code provides that such a landowner “shall be liable for the expense attendant upon the removal thereof, together with the charges of the commissioner, and the same shall be a lien upon the lands of the party causing or permitting such obstruction, and all of the expense shall by the commissioner be reported to the board of supervisors, together with the report of his doings in the premises, and by said board ordered spread upon the land of the offending party...”; and,

**WHEREAS**, In accordance with Section 421 of the Drain Code, the Drainage District is requesting the Board of Commissioners order that any cost incurred by the Drainage District in removing the obstructions and attorney’s fees incurred to resolve this matter shall be spread upon Landowner’s real property taxes as restitution to the Drainage District.

**NOW, THEREFORE, BE IT RESOLVED**, That pursuant to Section 421 of the Drain Code, MCL 280.421, the Saginaw County Board of Commissioners hereby authorizes all costs to remove the obstructions and any attorney fees the Drainage District has incurred to resolve this matter, to be spread upon Landowner’s real property taxes as restitution to the Drainage District, in equal amounts, for the Winter Tax Bills 2019 and 2020.

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, That upon adoption and at Landowner’s expense, a copy of this Resolution shall be recorded with the Saginaw County Register of Deeds.

**Yeas:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 11*

**TOTAL:** - 11



I hereby certify that the above Resolution was adopted at the Saginaw County Board of Commissioners regular meeting of the 19<sup>th</sup> day of November 2019.

**Michael J. Hanley**  
Saginaw County Clerk

**RESOLUTION “C”**  
**SAGINAW COUNTY, MICHIGAN**

**RESOLUTION APPROVING APPORTIONMENT OF OPERATIONAL COSTS and  
ACCEPTING FOR FILE THE FISCAL YEAR 2020 BUDGET OF THE  
SAGINAW AREA STORM WATER AUTHORITY**

At a regular meeting of the Board of Commissioners of the County of Saginaw, State of Michigan held at Saginaw, Michigan on the 19<sup>th</sup> day of November, 2019.

**PRESENT:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster – 11*

**Commissioner Stack offered the following resolution and moved for adoption. The motion was seconded by Commissioner Kilpatrick.**

**WHEREAS**, Saginaw County has previously joined the Saginaw Area Storm Water Authority, hereafter “Authority”, and is a constituent municipality pursuant to the Articles of Incorporation adopted by the Authority; and,

**WHEREAS**, two-thirds (2/3) of the legislative bodies of the Member Municipalities are required to approve the apportionment of the annual operating costs of the Authority; and,

**WHEREAS**, the authority is required to file with the legislative bodies of the Member Municipalities an annual budget for the next fiscal year covering the proposed expenditures to be made for the organization and operation of the Authority.

**NOW, THEREFORE, BE IT RESOLVED** by the Saginaw County Board of Commissioners as follows:

1. The apportionment of the 2020 annual operational costs for the Authority is approved as presented.
2. The 2020 annual budget of the Authority is received and accepted as presented.

**Yeas:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 11*

**TOTAL:** - 11



STATE OF MICHIGAN            )  
  )ss  
COUNTY OF SAGINAW        )

I, the undersigned, the duly qualified and acting Clerk of the County of Saginaw, State of Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a regular meeting of the Board of Commissioners of said County, held on the 19th day of November, 2019, the original of which is on file in the Board Office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 19th day of November, 2019.

**Michael J. Hanley, County Clerk**  
**County of Saginaw**

### UNFINISHED BUSINESS

None

### PROCLAMATIONS

#### PROCLAMATION

#### World AIDS Day, December 1<sup>st</sup>

*One of the best ways to fight stigma and empower HIV-Positive people is by speaking out openly and honestly about who we are and what we experience.” Alex Garner, HIV Activist*

**Whereas,** World AIDS Day takes place on December 1<sup>st</sup> each year. It’s an opportunity for people worldwide to unite in the fight against HIV, to show support for people living with HIV, and to commemorate those who have died from and AIDS-related illness. Founded in 1988, World AIDS Day was the first ever global health day; and,

**Whereas,** Globally, there are an estimated 36.7 million people who have the virus. Despite the virus only being identified in 1984, more than 35 million people have died of HIV or AIDS, making it one of the most destructive pandemics in history. Today, scientific advances have been made in HIV treatment, there are laws to protect people living with HIV and we understand so much more about the condition; and,

**Whereas,** World AIDS Day is important because it reminds the public and government that HIV has not gone away – there is still a vital need to raise money, increase awareness, fight prejudice and improve education.

**Now, Therefore, Be It Resolved,** The Saginaw County Board of Commissioners hereby proclaims December 1, 2019 as World AIDS Day and calls upon the people of the County of Saginaw to recommit to our community to increase awareness and the understanding of HIV/AIDS.



Respectfully Submitted,  
**Saginaw County**  
**Board of Commissioners**  
Michael A. Webster  
Chair, District #11

Adopted & Presented: November 19, 2019

## ELECTIONS

None

## APPOINTMENTS

None

## COMMISSIONER AUDIENCES

- ◆ Commissioner Krafft invited everyone to the Holiday Lighting at River Place in Frankenmuth on the Friday after Thanksgiving, November 29, 2019. There is a tree lighting and singing of Christmas carols.
- ◆ Commissioner Stack announced the Holidays in the Heart of the City event this Friday, November 22, 2019 beginning at 6:00 p.m. with lighting of the Water Treatment Plant and Fireworks at 8:30 p.m.
- ◆ Commissioner Theisen invited everyone to Flannigan’s on Gratiot Road on Saturday, December 7, 2019 for its annual “Toys for Tots” event.

## ANNOUNCEMENTS BY THE CHAIR

- Chairman Webster spoke to the Memo issued by the Controller outlining the FY 2021 Budget discussions planned for all county departments and county agencies to collaborate with the Budget/Audit Committee to recognize ways to increase revenue, embrace efficiencies, and/or contain costs. He invited all commissioners to attend the monthly Budget/Audit Committee meetings and take part as their schedule permits.
- Chairman Webster announced the Suicide Awareness Training he attended last week, along with five (5) individuals from Saginaw County. Additional training will be available for 25 more county employees in 2020. The training highlighted the development of critical listening skills that improved participants’ ability to listen actively with full focus and attention to the needs of individuals they encounter. The training also identified resources that participants could share with others in need.
- Happy Thanksgiving!

***By Commissioner Harris, seconded by Commissioner Kilpatrick: That the Board adjourn. Motion carried. Thereupon, the Board adjourned at 5:46 p.m.***

Respectfully Submitted,

## SAGINAW COUNTY BOARD OF COMMISSIONERS

**MICHAEL A. WEBSTER, CHAIRMAN**

**MICHAEL J. HANLEY, CLERK**

Prepared by: Suzy Koeplinger, Deputy County Clerk



**OFFICIAL PROCEEDINGS**  
**OF THE**  
*Board of Commissioners*  
**OF SAGINAW COUNTY, MICHIGAN**



**DECEMBER SESSION 2019**

**F**irst Day of the December Session of the Board of Commissioners of Saginaw County, Michigan, held Tuesday, December 17, 2019. The Board met pursuant to adjournment at 5:00 p.m. with the Honorable Michael A. Webster in the Chair. Deputy Clerk Suzy Koeplinger took roll, quorum present as follows:

**PRESENT:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O'Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 11*

**ABSENT:** - 0

**TOTAL:** - 11

Commissioner Krafft gave the invocation and led the Pledge of Allegiance to the Flag.

**CLERK'S CALL OF SESSION**

December 6, 2019

TO: SAGINAW COUNTY BOARD OF COMMISSIONERS

RE: Notice of December 17, 2019 Board Session

Honorable Commissioners:

The Saginaw County Board of Commissioners will convene for its First Day's Session on Tuesday, December 17, 2019 at 5:00 p.m. in the Board Chambers, Second Floor - Room 200, Saginaw County Governmental Center, Saginaw, Michigan.

Respectfully Submitted,

Michael J. Hanley, County Clerk

***By the Chair: That the Notice of Meeting from the County Clerk be received and filed, if there are no objections. The Chair hears none; it is so ordered.***

**APPROVAL OF MINUTES**

Commissioner O'Neal moved, seconded by Commissioner Hadsall, to approve the November 19, 2019 Board Session Minutes. Motion carried.



## FOIA DENIAL APPEAL

The Chair announced that County Civil Counsel recommended the Board issue written notice to *Jarrett Skorup of the Mackinaw Center for Public Policy* upholding the disclosure denial of its Freedom of Information Act request. He asked for a motion to concur. **Commissioner Krafft moved, seconded by Commissioner Kilpatrick, to uphold the partial disclosure denial and issue written notice to Jarrett Skorup of the Mackinaw Center for Public Policy. Motion carried.**

## AUDIENCES

- Undersheriff Gomez introduced two new graduates of the Delta College Police Academy who are currently working for the Saginaw County Sheriff's Office – Thomas Latty and Ryan Reynolds
- Commissioner Stack presented a Certificate of Recognition to Brian Keenan-Lechel, Director, in recognition of the 50<sup>th</sup> Anniversary of Saginaw County Parks & Recreation
- Hon. Barbara L. Meter, Deputy Court Administrator Todd Borders, and Deputy Probate Register Maegan Hill presented information on Saginaw County Family Division's 4<sup>th</sup> Annual Adoption Day

## LAUDATORY RESOLUTIONS

- Certificate of Recognition to Saginaw County Parks & Recreation on its 50<sup>th</sup> Anniversary

**Certificate of Recognition  
Saginaw County Parks & Recreation Commission  
50 Years of Impact**

**The quality of life for Saginaw County citizens** has improved by the 50-year achievements of Saginaw County Parks & Recreation. We now enjoy over 1,000 Pure Michigan acres of land, water and park space, making way for citizens to enjoy pristine boating, abundant fishing, unrivaled wildlife viewing, doggie parks, outdoor movies, baseball diamonds, rail trails and so much more.

**This year's newest feature** is the addition of the old Malleable Iron Plant land. Its unique partnership between the Michigan Department of Natural Resources and Saginaw County Parks & Recreation resulted in a 334-acre riverfront park that will link the Iron Bell Trail as well as the Great Lakes Regional Trail and the Saginaw Valley Rail Trail. This park will highlight Saginaw County Parks and Recreation's ability to provide something for everyone, citizens young and old, rural and urban.

**Saginaw County residents** will see a new addition to the William H. Haithco Recreation Area in 2021 that will give park-goers an opportunity to enjoy a splash/spray area. Parks and Recreation received a \$300,000 grant from Michigan Natural Resources Trust Fund; \$125,000 from the Saginaw Community Foundation; and \$150,000 from Saginaw County.

**In its 50-year history**, the department has evolved into a staff of unique, gifted, and talented individuals providing exciting recreational opportunities for youth through its Mobile Park on Wheels. We are proud of our County Parks & Recreation, its Staff and its commitment to serving our community through excellent program and creative events.

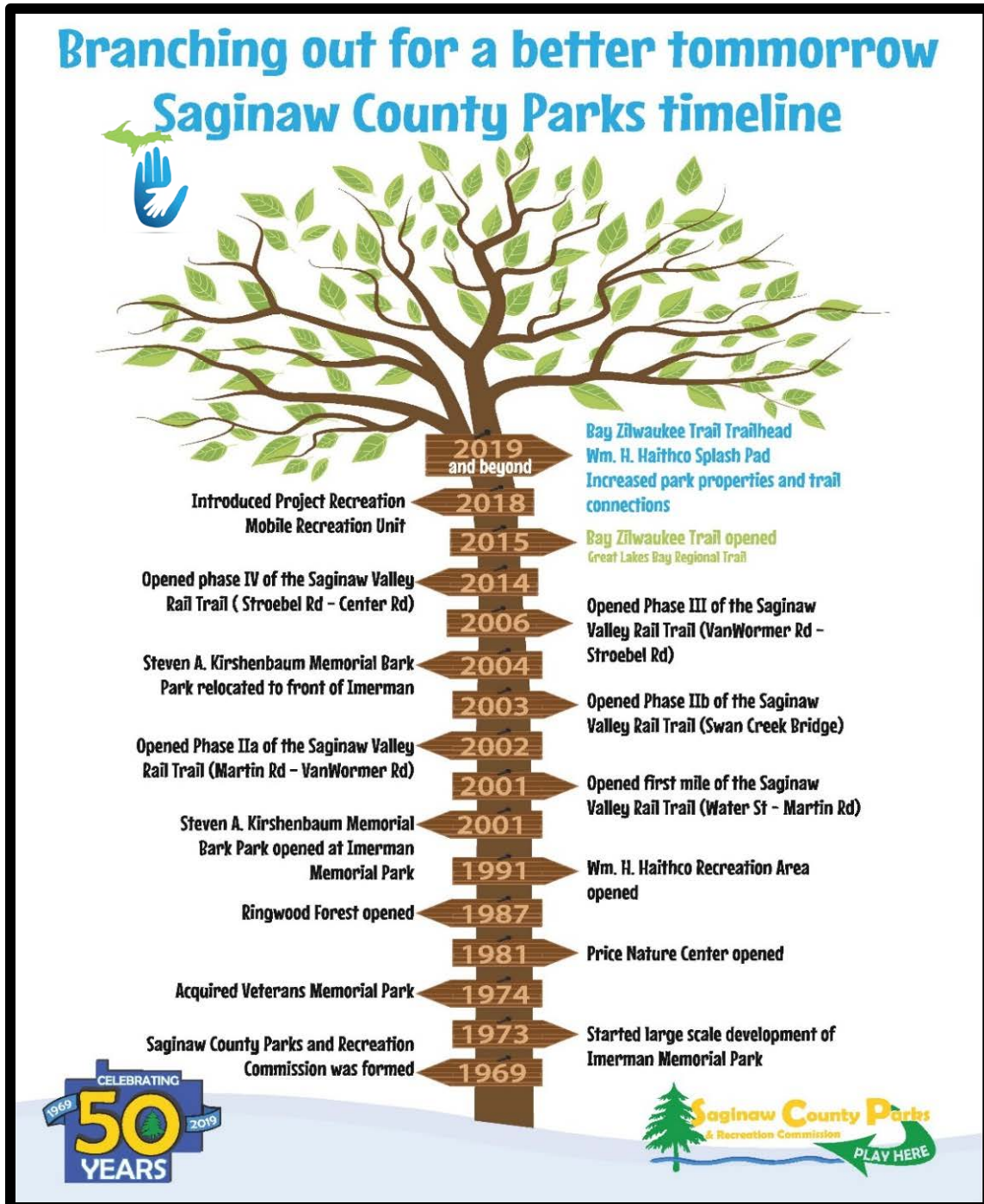


The Saginaw County Board of Commissioners congratulates Saginaw County Parks & Recreation on its 50<sup>th</sup> anniversary. The impact you have made on the citizens of Saginaw County is priceless!

Respectfully Submitted,  
**Saginaw County**  
**Board of Commissioners**  
Michael A. Webster  
Chairman, District #11

Presented & Adopted: December 17, 2019

Charles M. Stack  
Commissioner, District #2





## PETITIONS AND COMMUNICATIONS

By the Chair: That the following communications received by the Board of Commissioners were referred as designated, if there are no objections. The Chair hears none; it is so ordered.

- 12-17-1 PURCHASING/RISK MANAGER** submitting the Saginaw County PNC Credit Card Statement and Detailed Charges for October 2019.  
-- Budget/Audit (*Receive & File*)
- 12-17-2 VILLAGE OF BIRCH RUN DDA** sending notice of an informational meeting on Thursday, December 12, 2019 at 7:30 a.m.  
-- County Services (*Receive & File*)
- 12-17-3 SHERIFF** requesting waiver of the hiring freeze to fill a position of **Corrections Officer** in the Jail after December 17, 2019.  
-- Labor Relations (**12-17-5.3**)
- 12-17-4 STATE DEPARTMENT OF HEALTH & HUMAN SERVICES** forwarding the state ward chargeback rates for calendar year 2020.  
-- Courts & Public Safety / Budget/Audit (*Receive & File*)
- 12-17-5 EQUALIZATION** requesting approval of the 2019 Amended Apportionment Report due to approval of the Birch Run Schools sinking fund millage at the November 5, 2019 election.  
-- County Services (**12-17-3.1**)
- 12-17-6 MICHIGAN INSTITUTE OF FORENSIC SCIENCE & MEDICINE (MIFSM)** requesting appointment of Russell Bush, MD as the Saginaw County Medical Examiner through MIFSM for a four (4) year term to expire December 17, 2023.  
-- Election
- 12-17-7 REGISTER OF DEEDS** requesting approval to pay legal fees to outside counsel from the Register of Deeds Automation Fund.  
-- County Services (**12-17-3.2**)
- 12-17-8 SHERIFF** requesting approval to sign over title of a 2007 Jeep to the Drug Enforcement Agency (DEA).  
-- Courts & Public Safety (**12-17-2.1**)
- 12-17-9 BIRCH RUN TOWNSHIP DDA** sending notice of an informational meeting on Wednesday, December 11, 2019 at 8:00 a.m.  
-- County Services (*Receive & File*)
- 12-17-10 COMMUNITY CORRECTIONS** requesting approval to use fund balance in the amount of \$2,500 to cover expenditures in travel, training and general office and operating costs.  
-- Courts & Public Safety (**12-17-2.2**)
- 12-17-11 HEALTH DEPARTMENT** requesting waiver of the hiring freeze and approval to fill the vacant position of Office Assistant II (T-7) and to extend the contract with retiree Bethany Jacques beginning January 1, 2020 and ending September 30, 2020.  
-- Labor Relations (**12-17-5.4**)
- 12-17-12 HEALTH DEPARTMENT** requesting to engage WTA Architects in the amount of \$7,600 to conduct a space needs analysis for the Health Department facility.  
-- Budget/Audit (**12-17-4.1**)
- 12-17-13 HEALTH DEPARTMENT** submitting the 2018 Health Department Annual Report and its Plan of Organization.  
-- Human Services (*Receive & File*)





- 12-17-14 PROSECUTOR** requesting \$70,757 in additional funds to cover the total cost of the Assistant Prosecutor position previously funded by the Auto Theft Grant.  
-- Courts & Public Safety (***Pulled***)
- 12-17-15 BAY CITY PUBLIC SCHOOLS** submitting a Resolution pursuant to statute determining the summer tax levy on all school district property.  
-- County Services (*Receive and File*)
- 12-17-16 HARRY W. BROWNE AIRPORT** requesting approval to use fund balance to make urgently needed repairs to the roof of the Main Hangar Building due to extensive water leakage.  
-- Airport Committee
- 12-17-17 REGISTER OF DEEDS** submitting information on Phase I of its GIS Mapping Project and the purchase of a cyber-security program.  
-- Budget/Audit
- 12-17-18 CONTROLLER/CAO** submitting a Status Report on the Saginaw County Adult Detention & Sheriff Administration Building Project.  
-- Courts & Public Safety (*Receive & File*)
- 12-17-19 CONTROLLER/CAO** submitting the FY 2020 Budget of the Saginaw Valley Zoological Society for review and comment.  
-- County Services (*Receive & File*)
- 12-17-20 CONTROLLER/CAO** submitting a 5-year history of revenue, expenditures and staffing levels for discussion at Budget/Audit regarding revenue enhancement/cost containment ideas for the Prosecutor, Sheriff, and Public Works/Drains.  
-- Budget/Audit (*Receive & File*)
- 12-17-21 COUNTY CIVIL COUNSEL** requesting approval of a contract between Mobile Medical Response (MMR) and Saginaw County for EMS Call Answering and Ambulance Services for a 5-year term with right of renewal for an additional five (5) years.  
-- Courts & Public Safety (**12-17-2.3**)
- 12-17-22 PERSONNEL DIRECTOR** submitting the November 2019 Employment Status Report.  
-- Labor Relations (*Receive & File*)
- 12-17-23 PERSONNEL SPECIALIST/RETIREMENT ADMINISTRATOR** submitting revisions to County Policy #343 titled “Employee Insurance” which deletes reference to specific plan providers and deletes reference to Health Plus plans since they are no longer offered.  
-- Labor Relations (**12-17-5.2**)
- 12-17-24 PERSONNEL DIRECTOR** submitting revisions to County Policy #335 titled “Compensation” regarding primarily elimination of any reference to a higher step placement relating to the entrance salary rate of an employee.  
-- Labor Relations (**12-17-5.1**)
- 12-17-25 CIVIL COUNSEL** submitting for approval a Memorandum of Understanding and Agreement between The County of Saginaw and Saginaw County Trial Court and the Technical, Professional and Office Workers Association of Michigan (TPOAM).  
-- Labor Relations (**12-17-5.5**)
- 12-17-26 CONTROLLER/CAO** requesting waiver of the hiring freeze and approval to fill the position of **Planning Director**.  
-- Labor Relations (**12-17-5.6**)



- 12-17-27 CONTROLLER/CAO** requesting amendment of the Controller’s FY 2020 Budget by increasing Printing & Publishing \$5,600 from General Fund fund balance to cover costs associated with designing, printing and limited mailing of the 2020 Strategic Planning & Budget Infographic.
- Budget/Audit (12-17-4.2)

### INITIATORY MOTIONS

None

### REPORTS OF COMMITTEES

1. **Human Services Committee – A. O’Neal, Chair; J. Theisen, Vice-Chair**  
None
2. **Courts and Public Safety Committee – C. Hadsall, Chair; K. Kilpatrick, Vice-Chair**
  - 2.1) **SHERIFF**, re: Approval to sign over title of a 2007 Jeep to the Drug Enforcement Agency (DEA)
  - 2.2) **COMMUNITY CORRECTIONS**, re: Approval to use fund balance in the amount of \$2,500 for travel, training, and general office and operating costs
  - 2.3) **CIVIL COUNSEL**, re: Approval of Agreement between Mobile Medical Response (MMR) and Saginaw County for EMS Call Answering and Ambulance Services
    - *Hadsall moved, seconded by Kilpatrick, to approve 2.1 through 2.3 leaving room for exceptions. Item 2.3 was excepted for discussion by Harris and the motion carried as to 2.1 and 2.2. Harris spoke on the MMR agreement and stated he will abstain from voting. He is aware of townships that prefer exclusion from the agreement due to their location in the county. After discussion, the motion as to 2.3 carried with abstention by Harris.*

**FROM: COMMITTEE ON COURTS & PUBLIC SAFETY – 2.1** **DECEMBER 17, 2019**

Your committee considered Communication No. 12-17-8 from **Sheriff William Federspiel** requesting approval to sign over title of a 2007 Jeep to the Drug Enforcement Agency (DEA).

The committee met with Undersheriff Miguel Gomez who explained the vehicle was designed for specific use for drug enforcement operations and the Sheriff Department no longer has an employee assigned to the team. The DEA would like to continue to use the vehicle and will provide one-fifth (1/5) of the proceeds collected to the Sheriff Department each time the vehicle is used. Proceeds resulting from each undercover operation are distributed among the agencies who participate in the team. The vehicle is considered a participant. Signing the title over to the DEA will save the County \$1,000 annually for vehicle insurance. The Sheriff Department will continue to receive forfeited monies under the Drug Forfeiture Act.

We recommend approval to sign over title of a 2007 Jeep to the Drug Enforcement Agency (DEA).

Respectfully Submitted,

**COMMITTEE ON COURTS & PUBLIC SAFETY**

Cheryl M. Hadsall, Chair  
Kathleen K. Dwan  
Michael A. Webster

Kirk W. Kilpatrick, Vice-Chair  
Amos O’Neal



**FROM: COMMITTEE ON COURTS & PUBLIC SAFETY – 2.2**

**DECEMBER 17, 2019**

Your Courts & Public Safety Committee considered Communication No. 12-17-10 from **Mary McLaughlin, Community Corrections Manager**, requesting the use of fund balance in the amount of \$2,500 to cover expenditures in travel, training and general office and operating costs.

The committee met with Ms. McLaughlin who explained that contained within its original Community Corrections budget application, a request was made to the Michigan Department of Corrections (MDOC) to award grant dollars for travel, training and general office and operating costs. The MDOC did not award funds for those specific line items. Ms. McLaughlin stated she traveled at her personal cost last year and is requesting reimbursement, which is included in the \$2,500. She provided details on how the monies will be spent, including reimbursement of 2019 travel expenses, necessary training, and needed office supplies.

We recommend approval to use \$2,500 in fund balance to cover additional expenses incurred in the office of Community Corrections.

Respectfully Submitted,

**COMMITTEE ON COURTS & PUBLIC SAFETY**

Cheryl M. Hadsall, Chair  
Kathleen K. Dwan  
Michael A. Webster

Kirk W. Kilpatrick, Vice-Chair  
Amos O’Neal

**FROM: COMMITTEE ON COURTS & PUBLIC SAFETY – 2.3**

**DECEMBER 17, 2019**

Your Courts & Public Safety Committee considered Communication No. 12-17-21 from **L. William Smith, Civil Counsel**, requesting approval of an agreement between Mobile Medical Response (MMR) and Saginaw County for EMS Call Answering and Ambulance Services for a 5-year term with right of renewal for an additional five (5) years.

The committee met with Mr. Smith who explained that, after review of the documents, only minor changes to the contract language were made and agreed upon.

We recommend approval of the agreement between Mobile Medical Response (MMR) and Saginaw County for EMS Call Answering and Ambulance Services to expire October 31, 2024 and, further, that the proper County officials be authorized and directed to sign the necessary documents on behalf of the County, subject to review by the Controller as to substance and Counsel as to legal form.

Respectfully Submitted,

**COMMITTEE ON COURTS & PUBLIC SAFETY**

Cheryl M. Hadsall, Chair  
Kathleen K. Dwan  
Michael A. Webster

Kirk W. Kilpatrick, Vice-Chair  
Amos O’Neal

3. **County Services Committee – C. Stack, Chair; C. Hadsall, Vice-Chair**

- 3.1) **EQUALIZATION**, re: Approval of amended 2019 Apportionment Report
- 3.2) **REGISTER OF DEEDS**, re: Approval to pay legal fees to outside counsel from the Automation Fund

- **Stack moved, seconded by Krafft, to approve 3.1 and 3.2 leaving room for exceptions. Item 3.2 was excepted for discussion by Dwan and Theisen and the motion carried as to 3.1.**



- ***Theisen asked the Register of Deeds to explain the need to hire outside counsel. Ms. Kelly stated she needed to determine if financial information submitted to the Board of Commissioners at its June 26, 2019 Budget Committee of the Whole meeting was accurate and she was not aware of County Policy #121 or MCL 49.73 that states the sole authority to retain legal counsel for Elected County Officials lies with the Board of Commissioners. After discussion, Chairman Webster directed the Deputy Clerk to take roll and the motion as to 3.2 carried with the following vote:  
Yes – Hadsall, O’Neal, Ruth, Stack, Matthews, Harris, Webster – 7  
Nay – Krafft, Dwan, Kilpatrick, Theisen – 4***

**FROM: COMMITTEE ON COUNTY SERVICES – 3.1**

**DECEMBER 17, 2019**

Your committee considered Communication No. 12-17-5 from **Denise Babbitt, Equalization Director**, requesting approval of the 2019 Amended Apportionment Report due to approval of the Birch Run Schools sinking fund millage at the November 5, 2019 election.

We met with Ms. Babbitt who stated the only change is the approval of a sinking fund millage of 0.9000 for Birch Run Schools.

We recommend approval of the 2019 amended Apportionment Report.

Respectfully Submitted,

**COMMITTEE ON COUNTY SERVICES**

Charles M. Stack, Chair

Kyle R. Harris

Michael A. Webster

Cheryl M. Hadsall, Vice-Chair

Dennis H. Krafft

[Amended Apportionment Report begins on next page]



### 2019 MILLAGE RATES FOR SAGINAW COUNTY

Townships	Allocated	Voted
Albee	0.9028	0.9885
Birch Run	0.9211	0.8678 1.0000 *
Blumfield	0.9480	2.0000
Brad	0.8866	1.5000 *
Brant	0.8649	1.5000 *
Bridgeport	4.7332	
Buena Vista	4.9235	8.9307
Carrollton	0.9134	2.7500 * 9.2000 **
Chapin	0.8483	1.7232
Chesaning	0.9253	1.5000 *
Frankenmuth	0.8569	1.9948
Fremont	0.9096	
James	0.9002	1.7500
Jonesfield	0.9229	3.7500 *
Kochville	0.9766	1.0000 * 2.0000 # 2.0000****
Lakefield	0.9232	1.9630 3.7500 *
Maple Grove	0.8610	
Marion	0.9175	4.9270
Richland	0.9084	1.6584 3.0000 ** 1.8000 *
Saginaw	0.9311	5.5000 1.8000 *
St Charles	0.9917	1.5000 *
Spaulding	0.9428	2.0000
Swan Creek	0.9206	1.5000 *
Taymouth	0.8908	
Thomas	0.9437	2.2500 2.0000*****
Tittabawassee	0.8894	4.2266
Zilwaukee	0.9873	4.2270

\* Special Assessment Fire Real Property Only

# Special Assessment Fire on Improved Comm. & Ind. Real Property Only

\*\* Special Assessment Police Real Property Only - \*\*\* Water Special Real Property Only

\*\*\*\*Kochville DDA 1 and DDA 2 levy an additional 2.0 mill on DDA property only

\*\*\*\*\*Thomas DDA levies an additional 2.0 mills on non PRE/QA DDA property only



**2019 MILLAGE RATES FOR SAGINAW COUNTY**

<b>Cities</b>	<b>Voted</b>
City of Saginaw	7.3830 * 7.5000 @ 2.0000****
City of Zilwaukee	11.5923
City of Frankenmuth	9.2500 **

<b>Villages</b>	<b>Voted</b>
Birch Run	4.5700*** 3.5000 #
Chesaning	22.1776
Merrill	13.7740
Oakley	4.5837
St Charles	15.0000
Reese	12.5000
<b>Community College</b>	<b>Voted</b>
Delta	2.0427

<b>Intermediate School Districts</b>	<b>Allocated</b>	<b>Voted</b>
Bay-Arenac	0.1891	4.7342
Clinton	0.1995	3.6159
Genesee	0.1627	3.6049
Gratiot-Isabella	0.2640	5.0345
Saginaw	0.1455	2.9417
Shiawassee	0.2440	4.2228
Tuscola	0.1411	4.0998 ##

<b>Other</b>	<b>Voted</b>
Saginaw Transit System Authority	3.0000
Public Libraries of Saginaw	3.9947
Reese Union District Library	0.9965
Bridgeport Public Library	1.5000
River Rapids District Library	0.9969
Frankenmuth District Library	0.8493
Merrill District Library	0.7980
St Charles District Library (Brant, St Charles and Swan Creek Townships)	0.7989
Thomas Township Library	0.3200

\* City of Saginaw levies 7.5 mill for police on @Real property only \*\*\*\* Saginaw City DDA levies 2.0 mills

\*\* City of Frankenmuth levies an additional 1.0 mill on D.D.A. property only

\*\*\* Village of Birch Run levies 1.5 mill for streets on real property only # Real property only

## Tuscola ISD additional millages are by Charter



**2019 MILLAGE RATES FOR SAGINAW COUNTY**

<b>County Schools</b>	<b>SET.</b>	<b>Non-Homestead</b>	<b>Debt</b>
Birch Run	6.0000	18.0000	3.0000
			0.9000 **
Bridgeport-Spaulding	6.0000	18.0000	3.0000 **
Carrollton	6.0000	17.7876	8.6600
Chesaning Union	6.0000	17.9838	5.6200
Frankenmuth	6.0000	17.6138	2.0000
			2.1900 **
Freeland	6.0000	18.0000	2.6000
			0.9995 **
Hemlock	6.0000	18.0000	3.9000
Merrill	6.0000	18.0000	7.8300
Saginaw City	6.0000	18.0000	7.6000
Saginaw Twp	6.0000	18.0000	2.9000
			1.0000**
St Charles	6.0000	18.0000	4.5500
Swan Valley	6.0000	18.0000	7.0000
			1.5000 **

<b>Out of County Schools</b>	<b>SET.</b>	<b>Non-Homestead</b>	<b>Debt</b>
Ashley	6.0000	17.3904	8.4000
Bay City	6.0000	18.0000	2.3400
			0.6500 **
Breckenridge	6.0000	18.0000	2.5000
Clio	6.0000	18.0000	1.9958 **
Montrose	6.0000	17.6283	7.0000
			0.9971 **
New Lothrop	6.0000	18.0000	9.1700
			1.2500 **
Ovid-Elsie	6.0000	17.9694	7.8000
Reese	6.0000	18.0000	2.4000
			1.5000 **

\*\* Sinking Fund



**2019 MILLAGE RATES FOR SAGINAW COUNTY**

Saginaw County.	Allocated	Voted	Debt
Operating	4.8558		
Animal Control		0.4250	
County Events Center		0.2250	
Castle Museum		0.1997	
County Parks		0.2942	
Senior Citizens		0.5900	
Mosquito Control		0.6400	
Sheriff Service		1.3394	
Children's Zoo		0.2000	
9-1-1 Authority		0.2800	
Hospital Debt			0.4589
Sub-Total	4.8558	4.1933	0.4589

Total County Rate 9.5080

**FROM: COMMITTEE ON COUNTY SERVICES – 3.2**

**DECEMBER 17, 2019**

Your committee considered Communication No. 12-17-7 from **Register of Deeds Katie Kelly**, requesting approval to pay legal fees to outside counsel from the Register of Deeds (ROD) Automation Fund.

We met with Ms. Kelly who stated she was not aware of County Policy #121 and engaged the services of Shinners & Cook, P.C. to obtain advice regarding use of the ROD Automation Fund. The Invoice is from June 2019 and has accrued interest charges. Ms. Kelly had a meeting with Dave Gilbert, County Civil Counsel, on June 25, 2019 and the legal bill from Shinners & Cook indicates they spoke with Ms. Kelly also on June 25, 2019. On June 26, 2019 Mr. Gilbert spoke with Ms. Kelly again before the Committee of the Whole meeting. The bill also shows that Ms. Kelly had a telephone conference with Attorney Robert Miller from Shinners & Cook on June 26, 2019 and again on June 27, 2019. She also had a meeting July 9, 2019 with Chairman Michael Webster, Controller Robert Belleman and Dave Gilbert. The costs associated with County Civil Counsel is covered by our retainer. County Policy #121 is attached.

We recommend approval of payment of legal fees to Shinners & Cook, P.C. from the Register of Deeds Automation Fund, with the understanding that the Register of Deeds will seek Board approval in the future.

Respectfully Submitted,

**COMMITTEE ON COUNTY SERVICES**

Charles M. Stack, Chair  
Kyle R. Harris  
Michael A. Webster

Cheryl M. Hadsall, Vice-Chair  
Dennis H. Krafft





4. **Budget Audit Committee – D. Krafft, Chair; A. O’Neal, Vice-Chair**

- 4.1) **HEALTH DEPARTMENT**, re: Approval to engage WTA Architects in the amount of \$7,600 to conduct a space needs analysis for the Health Department facility
- 4.2) **CONTROLLER/CAO**, re: Approval to amend the Controller’s FY 2020 Budget by increasing Printing & Publishing \$5,600 from General Fund fund balance to cover costs associated with designing, printing and limited mailing of the 2020 Strategic Planning & Budget Infographic

- ***Krafft moved, seconded by Theisen, to approve 4.1 and 4.2 leaving room for exceptions. There were no exceptions and the motion carried.***

**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.1**

**DECEMBER 17, 2019**

Your Budget/Audit Committee considered Communication No. 12-17-12 from **Christina Harrington, MPH, Health Officer**, requesting an increase in its FY 2020 Public Improvement Fund to conduct a space needs analysis for the Health Department facility.

We met with Ms. Harrington who explained that, based upon an architectural study done in 2017, internal renovation costs for the current structure at 1600 N. Michigan Avenue were estimated to be \$8.3 million dollars, with additional expenses for the external façade. Additionally, the Health Department currently occupies only 26,199 square feet (59%) of the building’s 44,000 square feet yet pays for 100% of the maintenance and operating costs of over \$600,000 annually.

We recommend approval to increase the Health Department FY 2020 Public Improvement Fund Budget in the amount of \$7,600 to conduct a space needs analysis of the Health Department facility.

Respectfully Submitted,

**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair

James G. Theisen

Michael A. Webster

Amos O’Neal, Vice-Chair

Carl E. Ruth

**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.2**

**DECEMBER 17, 2019**

Your Budget/Audit Committee considered Communication No. 12-17-27 from **Robert V. Belleman, Controller/CAO**, requesting an increase in its FY 2020 Budget by increasing Printing & Publishing \$5,600 from General Fund fund balance to cover costs associated with designing, printing and limited mailing of the 2020 Strategic Planning & Budget Infographic.

We met with Mr. Belleman who explained that he, Chairman Michael Webster and Tanika Williams, Management Assistant, are currently working on the 2020 Strategic Planning & Budget Infographic that is used for the State of the County address in February and distributed to Saginaw County residents and elected officials throughout the year. The aforementioned budget would provide for the printing of 2,000 brochures.

We recommend approval to increase the Controller’s Office FY 2020 Printing & Publishing Budget in the amount of \$5,600 to cover costs associated with designing, printing and limited mailing of the 2020 Strategic Planning & Budget Infographic.



Respectfully Submitted,

**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair

James G. Theisen

Michael A. Webster

Amos O’Neal, Vice-Chair

Carl E. Ruth

5. **Labor Relations Committee – K. Kilpatrick, Chair; C. Stack, Vice-Chair**

- 5.1) **PERSONNEL DIRECTOR**, re: Approval of revisions to County Policy #335 titled “Compensation” regarding primarily elimination of any reference to a higher step placement relating to the entrance salary rate of an employee
- 5.2) **PERSONNEL SPECIALIST**, re: Approval of revisions to County Policy #343 titled “Employee Insurance” which deletes reference to specific plan providers and deletes reference to Health Plus plans since they are no longer offered
- 5.3) **JAIL ADMINISTRATOR**, re: Waiver of the hiring freeze and approval to fill the position of **Corrections Officer** (FT) after December 17, 2019
- 5.4) **HEALTH DEPARTMENT**, re: Waiver of the hiring freeze and approval to fill the vacant position of **Office Assistant II** (T-7); and approval to extend the contract with retiree Bethany Jacques beginning January 1, 2020 and ending September 30, 2020
- 5.5) **CIVIL COUNSEL**, re: Requesting approval of a Memorandum of Understanding and Agreement between the County of Saginaw and Saginaw County Trial Court and the Technical, Professional and Office Workers Association of Michigan (TPOAM)
- 5.6) **CONTROLLER/CAO**, re: Waiver of the hiring freeze and approval to fill the position of **Planning Director**

- *Kilpatrick moved, seconded by Harris, to approve 5.1 and 5.2 leaving room for exceptions. There were no exceptions and the motion carried.*
- *Kilpatrick moved, seconded by Harris, to approve 5.3 – 5.6 leaving room for exceptions. There were no exceptions and the motion carried.*

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.1**

**DECEMBER 17, 2019**

Your Labor Relations Committee considered Communication No. 12-17-24 from **Jennifer Broadfoot, Personnel Director**, submitting revisions to County Policy #335 titled “Compensation” regarding primarily elimination of any reference to a higher step placement relating to the entrance salary rate of an employee.

We met with Ms. Broadfoot who related to the committee that the Job Classification and Total Compensation Study has aligned technical, clerical and public health nursing positions with the external market in Phase I and will do the same for professional and managerial positions in Phases II and II. This alignment has addressed the need to consider higher step placements. Further, Baker Tilly does not recommend such advances up the wage schedule following implementation of the study, as the external market is taken into consideration when they establish the wage rates for positions in the study. Several minor language clarifications were also made.

We recommend approval of revisions to County Policy #335 titled “Compensation” as submitted.



Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair

Kyle R. Harris

Michael A. Webster

Charles M. Stack, Vice-Chair

Sheldon Matthews

Category: 300

Number 335

Subject: **COMPENSATION**

1. **PURPOSE:** It is the purpose of this policy to establish uniform guidelines and appropriate rules regarding employee compensation in an effort to improve the quality of personnel administration in the County.
2. **AUTHORITY:** The Saginaw County Board of Commissioners.
3. **APPLICATION:** The rules and regulations herein set forth apply to all employees paid by Saginaw County, pursuant to Policy # 301.
4. **RESPONSIBILITY:** The Controller/CAO of Saginaw County shall be responsible for the implementation and administration of this policy.
5. **DEFINITIONS:**
  - 5.1 Pyramiding of overtime is defined as paying for the same hours more than once, which is prohibited.
  - 5.2 Workweek is defined as seven consecutive 24-hour periods from Sunday, 12:00 a.m. through Saturday, 11:59 p.m.
6. **POLICY:**
  - 6.1 **Pay Plan.** The Pay Plan shall include a schedule of pay ranges consisting of minimum, intermediate, and maximum rates of pay for all classes of positions.
  - 6.2 **Development of the Pay Plan.** The development of the Pay Plan shall be directly linked to the Classification Plan and shall be based on the principle of equal pay for equal work. Pay ranges shall be determined with due regard to such factors as:
    - 6.2.1 Uniformity of pay for each class.
    - 6.2.2 The relative difficulty and responsibility of work.
    - 6.2.3 The recruiting experience of the County.



- 6.2.4 The prevailing rates of pay in both public service and private sector.
- 6.2.5 The financial condition and policies of the County.
- 6.2.6 Other pertinent economic considerations.

6.3 Adoption. All salaries must be set by the Saginaw County Board of Commissioners.

6.4 Exceptions. Exceptions from the Pay Plan shall be authorized by the Board of Commissioners as necessary due to the primacy of negotiated labor agreements or statutes.

## 7. ADMINISTRATIVE PROCEDURES:

7.1 Administration and Amendment. The County Controller/CAO shall be responsible for administering the Pay Plan. He/she shall be responsible for conducting periodic reviews and comparative studies of pertinent factors affecting levels of pay. When appropriate, the Controller/CAO may recommend to the designated committee of the Board of Commissioners necessary amendments to the Pay Plan. In any case, amendments to the Pay Plan may only be made upon the approval of the Board of Commissioners.

~~7.2~~ Entrance Salary Rate. The entrance salary rate for a newly hired employee shall be Step 1 of the appropriate pay grade as indicated in the current Pay Plan. ~~If a Department Head believes a newly hired employee should be compensated at a level higher than Step 1, the Department Head must submit pertinent documentation to the appropriate committee of the Board for consideration. The justification must contain specific reasons for the requested action.~~

7.2.1 A part-time or temporary employee shall be paid on an hourly basis at not more than Step 1 of the classified position to which assigned. **A Department Head may pay below Step 1 to facilitate step increases.** ~~The Board of Commissioners may approve a higher salary if requested and justified by proper documentation.~~

7.3 Step Increases. Each pay grade on the salary schedules shall consist of Steps and employees shall progress through the steps based on length of service in their jobs **(with the exception of placement following a compensation study.)** Step increases are a means of recognizing satisfactory performance and a Department Head is permitted to withhold a salary increase for a period not to exceed six months during which time the employee will be on probation. The employee will be advised in writing of this action and the reasons for withholding the increase. If the employee does not show the required improvement to warrant removal from probationary status within the six-month period, he/she shall be separated from employment.



7.3.1 Progress through the steps shall be based on the time periods indicated on the salary schedule (except in the case of regular part-time employees who must serve twice the time period indicated), unless such time period is adjusted because of the probationary period resulting from a withheld step increase or an approved leave of absence.

~~When an employee is hired at a rate above Step I in accordance with Section 7.2, progression shall proceed from the step at which hired. For example, an employee hired at Step III (one-year rate) would progress to Step IV (two-year rate) after one year and Step V (three-year rate) after two years. An employee hired at Step II (six month rate) would progress to Step III (one year rate) after six months) and Step IV (two-year rate) after 18 months.~~

7.3.2 Part-time and temporary employees shall not be eligible for step increases except as provided in Section 7.2.1 of this policy.

7.4 Severance Pay. Severance pay is not authorized.

7.5 Overtime. Upon pre-approval, in writing, and only when budgeted in a department's current year budget, non-exempt Employees of Saginaw County may be scheduled for overtime work and be paid overtime compensation at the rate of time and one-half of regular rates of pay for all hours actually worked in excess of forty hours provided, however, there shall be no pyramiding of overtime. Furthermore, employees who are on authorized PTO, vacation, or personal leave and actually work within the same 24 hour period, shall be credited no more time than a normal scheduled work day or the amount of time actually worked, if more than a normal work day. Elected officials, persons appointed to serve on a policy-making level, and FLSA exempt personnel are generally exempt from overtime pay. Exempt personnel are salaried employees who are expected to meet the demands of the position without overtime compensation.

7.5.1 Overtime shall not be authorized by Department Heads unless provided for as a separate line item in the departmental budget. Special projects or other extraordinary circumstances, not foreseen during the budget process, may justify special consideration for overtime authorization, which may be requested from the Controller.

7.5.2 Regular full-time employees or part-time and temporary employees working or scheduled to work 40 or more hours a week in one department shall not be permitted to work any additional hours in another department unless approved by the Controller.

7.6 Pay Adjustments. The following personnel actions shall affect the pay status of the affected employee in the following manner:



- 7.6.1 Transfers. If an employee is transferred into a classification with the same pay rate, the employee's pay rate shall remain unchanged. An employee must actually have worked (1) one full year in his/her current position to be eligible to apply for transfers (meaning those positions of the same classification and hours designated to work), unless waived in special circumstances by the Personnel Division or applicable official.
- 7.6.2 Promotions. If an employee is promoted to a higher paying position, the employee shall be paid at the lowest step in the new pay grade which is at least five percent (5%) above the salary he was receiving immediately before the promotion. For purposes of this policy, promotion means movement to a different position which has a higher final step in the pay grade than the final step in the pay grade for the position being vacated.
- 7.6.2.1 Personnel may be employed in a lower grade than authorized on the Personnel **Control Number (PCN) Staffing Report Allocation Schedule**. If such an individual is later promoted to the authorized grade, the promotion shall be treated as a reclassification and he shall retain his/her step.
- 7.6.3 Demotions for Cause or at employee request. If an employee is demoted to a classification with a lower pay grade, for cause, or at the employee's request, the employee shall be paid in accordance with the pay range for the new classification but will retain his/her previous step, including time accrued in previous step.
- 7.6.4 Transfer to a Lower Paying Position. If an employee is transferred to a lower paying position because of budgetary requirements, reorganization, or to avoid layoff, the employee will be paid at the highest step of the new classification, if the highest step is lower than the employee's salary before the transfer. If the highest step is not lower than the employee's salary before transfer, then the employee will be placed at the step which is nearest to, but not less than, his/her salary before the transfer.
- 7.6.5 Recall or Return from Layoff. When an employee following layoff is recalled in the same classification and pay rate from which he/she was laid off, he/she shall be placed in the same step that he/she occupied at the time of layoff. However, the employee shall be credited any time accrued prior to layoff for purposes of determining the employee's next merit step increase. If the employee returns to a position in a different classification and pay rate (moves from one pay schedule to a different pay schedule), the employee will be placed at the step in the new pay schedule which is closest to but not less than his/her former compensation rate.



- 7.6.6 Reclassification of Position. If an employee's position is reclassified the following shall apply **(unless part of a group Compensation Study)**:
- 7.6.6.1 If an employee's position is reclassified to a higher pay grade he/she shall be paid at the higher pay range retaining the same step.
  - 7.6.6.2 If an employee's position is reclassified to a lower pay grade, the employee's salary shall remain frozen at the current pay rate until such time as the salary rate for the new classification equals or exceeds the employee's current salary pay rate.
- 7.6.7 Working out of Classification
- 7.6.7.1 Employees may be directed by the Department Head or Supervisor to perform duties above their classification.
  - 7.6.7.2 Employees who are temporarily requested to perform duties above their classification shall be paid at the lowest merit step in the new pay grade which is at least 5% above the salary the employee is currently receiving.
  - 7.6.7.3 Employees shall be required to keep a log of their time worked above their classification and submit same their Department Head or Supervisor. Logs should contain actual time worked, specific tasks performed and employees will be paid at the higher rate of pay accordingly.
- 7.7 Computation of Step Time. Although time spent on an approved leave of absence or layoff is credited towards continuous length of service, such periods of thirty (30) or more continuous days are not credited towards step increases.
- 7.7.1 Full-time temporary service, when the employee was hired through competitive selection, that immediately precedes the transfer of an employee to a regular position in the same class, shall be credited in determining the employee's position on the salary schedule.
  - 7.7.2 Regular part-time service which immediately precedes the transfer of an employee to regular full-time service in the same class will be credited at one-half (1/2) time regardless of the number of hours actually worked.
  - 7.7.3 Part-time service is not credited.



- 7.8 Former Employee. A former employee who is rehired shall be paid at Step 1 of the pertinent grade unless ~~a higher step is authorized in accordance with Section 7.2 or~~ the employee is granted previous service in accordance with the Continuous Length of Service Policy (Policy #334).
- 7.9 Pay Periods. Employees shall be paid on a bi-weekly basis.
- 7.10 Longevity Pay. Regular Full-Time Employees hired before March 1, 2005 who have completed five or more years of continuous service as of December 1st of each year shall be entitled to longevity pay. Longevity pay shall be based on length of continuous service as of December 1st of each year and employment status (regular full-time or regular part-time) as of December 1st of each year. Length of continuous service shall be determined as stated in the Continuous Length of Service Policy. Employment status is defined in the Recruitment, Selection and Appointment Policy. Regular full-time employees shall receive \$70 for each full year of continuous service. Regular Full-Time Employees hired on or after March 1, 2005 are not eligible for nor shall they receive longevity pay. Regular part-time employees, who received longevity pay in 2001, shall receive \$35 for each full year of continuous service, until their employment terminates. Regular part-time employees who did not qualify for longevity pay in 2001 (those that had less than five full years continuous service as of 12/01/01), are not eligible for longevity pay.
- 7.10.1 A Full-Time employee who retires or dies during the year prior to December 1st shall be entitled to a pro-rata longevity pay for the number of months since the previous December 1st to the date of retirement or death.
8. CONTROLLER/CAO LEGAL COUNSEL REVIEW: The Controller/CAO has determined that this policy as submitted to the Board of Commissioners contains the necessary substance in order to carry out the purpose of the policy. County Civil Counsel has determined that this policy as submitted contains content that appears to be legal activities of the Saginaw County Board of Commissioners.

Approved as to Substance:  
Saginaw County Controller/CAO

Approved as to Legal Content:  
Saginaw County Civil Counsel

ADOPTED: November 23, 1999

AMENDED: April 23, 2002; October 12, 2004; February 22, 2005; August 12, 2008;  
December 18, 2018; **December 17, 2019**





**FROM: COMMITTEE ON LABOR RELATIONS -- 5.2**

**DECEMBER 17, 2019**

Your Labor Relations Committee considered Communication No. 12-17-23 from **Kristina Rubis, Personnel Specialist**, submitting revisions to County Policy #343 titled “Employee Insurance” which deletes reference to specific plan providers and deletes reference to Health Plus plans since they are no longer offered.

We met with Ms. Rubis who informed the committee that, in an effort to make the policy language generic versus health insurance company specific, revisions to the policy were necessary.

We recommend approval of revisions to County Policy #343 titled “Employee Insurance” as submitted.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair

Kyle R. Harris

Michael A. Webster

Charles M. Stack, Vice-Chair

Sheldon Matthews

[Policy revisions begin on next page]



Category: 300

Number: 343

Subject: **EMPLOYEE INSURANCE**

1. PURPOSE: The purpose of this policy is to establish a County insurance policy, thereby improving the health and well-being of Saginaw County employees
2. AUTHORITY: The Saginaw County Board of Commissioners.
3. APPLICATION: The rules and regulations herein set forth apply to all non-union employees only paid by Saginaw County, pursuant to Policy #301.
4. RESPONSIBILITY: The Controller/CAO shall be responsible for the implementation and administration of this policy.
5. DEFINITIONS: NONE

6. POLICY:

6.1 Health Insurance. Health insurance shall be provided to regular full-time and regular part-time employees and their dependents (as defined by the plan administrator) effective on the first billing date subsequent to completion of sixty (60) days of qualifying service.

6.1.1 Current employees who were hired on or after January 1, 1993, must be of full-time status as defined by the Federal Patient Protection and Affordable Care Act to become eligible for health insurance coverage. Employees may choose from all health options available. The lowest deductible health plan (Plan A) has a 10% premium share. Should the premium exceed the Hard Cap established in PA 152 of 2011, employees would be responsible for either 10% premium share or the difference between the premium and the Hard Cap, whichever is greater. ~~New hires or employees who were not eligible for health insurance benefits on or after January 1, 1993, must be of regular full-time status to become eligible for health insurance coverage. Health insurance eligible employees hired prior to March 1, 2005 are eligible for Blue Cross Blue Shield of Michigan (BCBSM) Community Blue 1 (CB1) and will pay 10% of the premium, or Community Blue 8 (CB8) and will pay 0% of the premium. Additionally, employees hired prior to March 1, 2005 are eligible for HealthPlus HMO IH and will pay 0% of the premium.~~

Health insurance eligible employees hired on or after March 1, 2005 ~~will be~~ are eligible for the base health plan (Plan B) option, as well as any plan that may be established as Plan C. Employees may elect to purchase or “buy up” to Plan A by paying the actual difference in monthly cost between the base plan (Plan B) and Plan A, plus any administrative expenses as determined exclusively by the County Controller’s Office. ~~to receive BCBSM CB8 health insurance only.~~



~~During an open enrollment period employees hired on or after March 1, 2005 may elect to purchase, or "buy up" to BCBSM Community Blue 1 or HealthPlus HMO IH options at a cost equal to the actual difference plus any administrative expenses, as determined exclusively by the County Controller's Office, between CB8 and coverage elected by the employee.~~

All employee health insurance contribution rates noted above are subject to requirements established by State of Michigan Public Act 152 of 2011 (PA 152 of 2011,) the Publicly Funded Health Insurance Contribution Act.

- 6.2 Dental Insurance. Dental Insurance shall be provided to regular full-time employees and their eligible dependents (as defined by the plan administrator) effective the first billing date subsequent to completion of six (6) months of qualifying service.
- 6.3 Optical Insurance. Optical Insurance shall be provided to regular full-time employees and their eligible dependents (as defined by the plan administrator) effective the first billing date subsequent to completion of six (6) months of qualifying service.
- 6.4 Life Insurance. Life insurance shall be provided to regular full-time employees upon completion of six (6) months of qualifying service.
- 6.5 Insurance Coverage and Premium Cost Shares. The Board of Commissioners will designate the level of all insurance coverage provided and the premium cost shares, which are required to be paid by subscribers.
- 6.6 Dual Coverage. No person shall be eligible for dual coverage as both a subscriber and a dependent for any insurance coverage paid with Saginaw County funds.
- 6.7 Continuation of Insurance.
  - 6.7.1 Health: In the event of disability leave, health insurance will continue for the entire period up to one (1) year, but requires the regular employee copay contribution to remain in effect. In the event of a leave of absence (except FMLA leaves), or layoff, health insurance will be continued at County expense to the first billing date subsequent to thirty (30) days after the leave or layoff began. The term "County expense" shall be in accordance with paragraph 6.5.
  - 6.7.2 Dental: Coverage will continue until the first billing date subsequent to layoff or unpaid (non-FMLA) leave of absence. In the event of disability, refer to paragraph 6.1 of the Disability Leave Policy. (Policy #361)
  - 6.7.3 Optical: Coverage will continue until the first billing date subsequent to layoff or unpaid (non-FMLA) leave of absence. In the event of disability, refer to 6.1 of the Disability Leave Policy. (Policy #361)



6.7.4 Life: Coverage during layoff will continue until the end of the month following the month in which the layoff began. Life insurance will continue in force for a period of up to six (6) months from the first day of the month in which the leave of absence began for all leaves of absence other than service in the armed forces. In cases of disability, basic coverage will continue throughout the leave up to one (1) year. Voluntary additional insurance will be maintained based on continuous employee premium payments. An eligible employee who returns to work without loss of seniority within one (1) year after his/her life insurance terminated due to layoff or leave of absence is not required to satisfy the six (6) month waiting period and will be insured on the first billing date after return to work.

6.7.5 In the event of an unpaid leave of absence, the employee shall be responsible for paying the full amount of any premium for any benefit coverage they wish to continue for each month they are on said leave pursuant to specific rules and regulations contained in this policy. Failure to pay said premiums will result in termination of coverage.

6.8 Separation from Employment. Upon separation from employment other than retirement or as noted in Section 6.7, all insurance coverage will terminate on the last day of the month in which the separation occurs. Certain coverage may be continued at the employee's expense if requested in accordance with Federal Law.

6.9 Option to Health Insurance Coverage. An employee who is eligible for enrollment in a County health insurance program may choose to receive one hundred-fifty dollars (\$150.00) per month in lieu of such insurance coverage; provided, however, the employee provides proof of another source of insurance and signs a statement attesting to said insurance coverage and is not covered as a dependent on a County paid health plan.

6.9.1 If an employee's status changes such that he/she is no longer eligible for coverage under another policy (divorce, death of spouse, etc.) the employee may reenter County coverage subject to the terms and conditions of the plan administrator. In the event that a lapse in coverage occurs due to the employee not notifying the County in a timely manner, or for any other reason not directly attributable to the County, the County shall in no way be held liable for health coverage during such lapse.

6.10 Compliance with Laws. It is the intent of the County that this policy comply with the Federal Patient Protection and Affordable Care Act (PPACA.) Any provisions of this policy that are in conflict with PPACA shall be superseded thereby. It is also the intent of the County that this policy comply with PA 152 of 2011. Any provisions of this policy that are in conflict with PA 152 of 2011 shall be superseded thereby.

7. ADMINISTRATIVE PROCEDURES: NONE



8. CONTROLLER/CAO LEGAL COUNSEL REVIEW: The Controller/CAO has determined that this policy as submitted to the Board of Commissioners contains the necessary substance in order to carry out the purpose of the policy. County Civil Counsel has determined that this policy as submitted contains content that appears to be legal activities of the Saginaw County Board of Commissioners.

Approved as to Substance:  
Saginaw County Controller/CAO

Approved as to Legal Content:  
Saginaw County Civil Counsel

ADOPTED: April 23, 2002

AMENDED: October 12, 2004; February 22, 2005; September 22, 2009; November 17, 2009;  
August 24, 2010; September 17, 2013; November 19, 2013; **December 17, 2019**



**FROM: COMMITTEE ON LABOR RELATIONS -- 5.3**

**DECEMBER 17, 2019**

Your Labor Relations Committee considered Communication No. 12-17-3 from **Lt. David Kerns, Sheriff's Office** requesting waiver of the hiring freeze and approval to fill the position of Corrections Officer (FT) after December 17, 2019.

We met with Sheriff Federspiel and Lt. Kerns who indicated this position is one of 43 allotted PCNs with the opening of the new jail facility in March of 2020.

We recommend approval to waive the hiring freeze and fill one (1) positions of Corrections Officer in the Jail.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair

Kyle R. Harris

Michael A. Webster

Charles M. Stack, Vice-Chair

Sheldon Matthews

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.4**

**DECEMBER 17, 2019**

Your Labor Relations Committee considered Communication No. 12-17-11 from **Christina Harrington, Health Officer**, requesting waiver of the hiring freeze and approval to fill the vacant position of Office Assistant II (T-7) and to extend the contract with retiree Bethany Jacques beginning January 1, 2020 and ending September 30, 2020.

We met with Ms. Harrington who indicated the Office Assistant position is in the Personal Health Center, currently budgeted, and fully funded by the Michigan Department of Health and Human Services.

The current contract with Bethany Jacques expires December 31, 2020. Ms. Jacques provides consultative services to assist the department in selecting and implementing a new electronic health record system.

We recommend waiver of the hiring freeze and approval to fill the position of Office Assistant II and to extend the contract with retiree Bethany Jacques beginning January 1, 2020 and ending September 30, 2020.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair

Kyle R. Harris

Michael A. Webster

Charles M. Stack, Vice-Chair

Sheldon Matthews

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.5**

**DECEMBER 17, 2019**

Your Labor Relations Committee considered Communication No. 12-17-25 from **David Gilbert, County Civil Counsel**, requesting approval of a Memorandum of Understanding (MOU) and Agreement between County of Saginaw and Saginaw County Trial Court and the Technical, Professional and Office Workers Association of Michigan (TPOAM).

We met with Mr. Gilbert who explained that the District Court Clerks have traditionally worked above their classification in some instances and this MOU/Agreement memorializes the compensation arrangement until it expires at the end of the Collective Bargaining Agreement on September 30, 2021.



We recommend approval of the Memorandum of Understanding and Agreement between the County of Saginaw and Saginaw County Trial Court and the Technical, Professional and Office Workers Association of Michigan (TPOAM).

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair  
Kyle R. Harris  
Michael A. Webster

Charles M. Stack, Vice-Chair  
Sheldon Matthews

**FROM: COMMITTEE ON LABOR RELATIONS -- 5.6**

**DECEMBER 17, 2019**

Your Labor Relations Committee considered Communication No. 12-17-26 from **Robert Belleman, Controller/CAO**, requesting waiver of the hiring freeze and approval to fill the position of Planning Director.

We met with Mr. Belleman who informed the committee Mr. Brian Stark resigned his position effective November 1, 2019 to take a position with the Michigan Department of Transportation. The Planning Director is responsible for managing a department of three employees; a budget of \$428,000; Transportation Planning Grants; Solid Waste Management Fund; and the County Housing Rehabilitation Loan Program. This position is included in the FY 2020 Budget and is instrumental in managing grant funding for county-wide transportation projects.

We recommend waiver of the hiring freeze and approval to fill the position of Planning Director.

Respectfully Submitted,

**COMMITTEE ON LABOR RELATIONS**

Kirk W. Kilpatrick, Chair  
Kyle R. Harris  
Michael A. Webster

Charles M. Stack, Vice-Chair  
Sheldon Matthews

6. **Executive Committee – M. Webster, Chair**  
None
7. **Legislative Committee – J. Theisen, Chair; A. O’Neal, Vice-Chair**  
None
8. **Intergovernmental Cooperation Committee – J. Theisen, Chair; C. Stack, Vice-Chair**  
None
9. **Committee Compensation**  
12-17-19.1) November 3, 2019 – November 16, 2019  
12-17-19.2) November 17, 2019 – November 30, 2019
  - ***Dwan moved, seconded by Kilpatrick, to approve 12-17-19.1 and 12-17-19.2 leaving room for exceptions. There were no exceptions and the motion carried.***



COMMITTEE COMPENSATION - 12.17.19.1

December 17, 2019

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held November 3 - November 16, 2019

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	11/04/19	Human Services Committee	Theisen	\$50.00	1
			Matthews	\$50.00	1
			Ruth	\$50.00	1
			Webster	\$50.00	1
2	11/04/19	Legislative Committee	Theisen	\$25.00	1
			Hadsall	\$50.00	1
			Ruth	\$25.00	1
			Webster	\$25.00	1
3	11/04/19	MDCC/CCAB Meeting/Lansing NO PER DIEM - ONLY MILEAGE	Theisen		
4	11/06/19	Crime Prevention Council	Ruth	\$50.00	1
5	11/06/19	County Services Committee	Stack	\$50.00	1
			Hadsall	\$50.00	1
			Harris	\$50.00	1
			Krafft	\$50.00	1
			Webster	\$50.00	1
6	11/07/19	Budget/Audit Committee	Krafft	\$50.00	1
			Ruth	\$50.00	1
			Webster	\$50.00	1
7	11/08/19	MAC Environmental/Lansing NO MILEAGE	Webster	\$50.00	1
8	11/12/19	Community Corrections Advisory Board	Theisen	\$50.00	1
9	11/12/19	Labor Relations Committee	Kilpatrick	\$50.00	1
			Stack	\$50.00	1
			Harris	\$50.00	1
			Matthews	\$50.00	1
			Webster	\$50.00	1
10	11/12/19	Executive Committee	Webster	\$25.00	1
			O'Neal	\$50.00	1
			Stack	\$25.00	1
			Krafft	\$50.00	1
11	11/15/19	MAC General Government/Lansing	Harris	\$50.00	1
			<b>TOTAL</b>	<b>\$1,325.00</b>	<b>29</b>

Respectfully Submitted, Suzy Koepplinger, Board Coordinator (11-15-19)





COMMITTEE COMPENSATION - 12.17.19.2

December 17, 2019

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held November 17 - November 30, 2019.

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	11/18/19	MAC Agriculture & Tourism/Lansing	Harris	\$50.00	1
2	11/18/19	HealthSource Advisory Board	Stack	\$25.00	1
		<b>Committee of the Whole -</b>			
		<b>Saginaw Future &amp; Compensation Study Update</b>	7 Present	\$350.00	7
		Hadsall, Krafft, Matthews, O'Neal, Ruth, Stack, Webster <i>Absent: Dwan, Harris, Kilpatrick, Theisen</i>			
4	11/19/19	<b>Board Session</b>	11 Present	\$550.00	11
		Dwan, Hadsall, Harris, Kilpatrick, Krafft, Matthews, O'Neal, Ruth, Stack, Theisen, Webster			
5	11/20/19	<b>Castle Museum</b>	Hadsall	\$50.00	1
6	11/20/19	<b>Saginaw Valley Zoological Society</b>	Matthews	\$50.00	1
			O'Neal	\$50.00	1
7	11/20/19	<b>Animal Control Advisory Council</b>	Hadsall	\$25.00	1
8	11/21/19	<b>Commission on Aging</b>	Stack	\$50.00	1
9	11/25/19	<b>MAC Health &amp; Human Services/Lansing</b>	O'Neal	\$50.00	1
10	11/25/19	<b>MAC Judiciary &amp; Public Safety/Lansing</b>	Hadsall	\$50.00	1
11	11/25/19	<b>MI Works! Joint Board of Directors/Midland</b>	Matthews	\$50.00	1
			O'Neal	\$25.00	1
			Ruth	\$50.00	1
			Stack	\$50.00	1
			Webster	\$50.00	1
12	11/26/19	<b>Land Bank Authority</b>	Ruth	\$50.00	1
<b>TOTAL</b>				<b>\$1,575.00</b>	<b>33</b>

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (11-27-19)

**RESOLUTIONS**

None

**UNFINISHED BUSINESS**

None



## PROCLAMATIONS

None

## ELECTIONS

- O’Neal moved, seconded by Hadsall, to re-elect Judith Lincoln and Timothy Novak to the **Board of Health** for terms that expire December 31, 2022. Motion carried.
- Matthews moved, seconded by Stack, to re-elect John Sangster and Tim Braun to the **Land Bank Authority** for terms that expire December 31, 2022. Motion carried.
- Krafft moved, seconded by Stack, to re-elect Darwin Baranski and Delena Spates-Allen to the **Parks & Recreation Commission** for terms that expire January 1, 2023. Motion carried.

## APPOINTMENTS BY THE CHAIR

- Appointed Laureen Lutenski to fill a vacancy on the **Animal Control Advisory Council** for a term that expires December 31, 2020; Reappointed Randall Howard, Carol Cottrell, Kelli Scorsone, and Dr. William Cline to the **Animal Control Advisory Council** for terms to expire December 31, 2022
- Reappointed Christina Dillard, Leon Turnwald and Dan Sika to the **Brownfield Redevelopment Authority** for terms that expire December 31, 2022
- Reappointed Randy Knepper to the **Mosquito Abatement Commission** for a term that expires January 1, 2023
- Reappointed Seymour Geiersbach, Marvin Walker and Hilary House to the **Planning Commission** for terms that expire December 31, 2022
- Reappointed Gary Hicks, Daniel Bourdow, and Dennis Fent to the **Solid Waste Management Planning Committee** for terms that expire December 31, 2022

## ANNOUNCEMENTS BY THE CHAIR

- ❖ Chairman Webster referenced one of the worst tragedies in the history of space flight that occurred January 27, 1967 when the entire crew of the Apollo Command Module were killed in a fire during preflight testing at Cape Canaveral. This was a tragic set of events in which the entire nation mourned. However, it did not deter NASA or America from going on to reach its ultimate goal of putting a man on the Moon. This story is analogous to our goals here at Saginaw County; we must press forward to reach our goals regardless of the fact that we will make mistakes along the way. We should not fear the unknown, but continue our efforts to improve the services we provide to citizens and taxpayers of Saginaw County.
- Chairman Webster thanked Laura Krohn from the Maintenance Department for creating and donating a wonderful centerpiece that was used at the Holiday Hoopla as well as a decoration in the Board Room.



## **COMMISSIONER AUDIENCES**

- ◆ Commissioner Krafft stated he is lucky to live in a town that celebrates Christmas 365 days a year and after seeing Commissioner Jim Theisen at the Board’s Christmas party he appreciates it even more.
- ◆ Vice-Chair Ruth wished everyone a Merry Christmas and a Happy New Year!

***By Commissioner Harris, seconded by Commissioner Dwan: That the Board adjourn. Motion carried. Thereupon, the Board adjourned at 5:40 p.m.***

Respectfully Submitted,

### **SAGINAW COUNTY BOARD OF COMMISSIONERS**

**MICHAEL A. WEBSTER, CHAIRMAN**

**MICHAEL J. HANLEY, CLERK**

Prepared by: Suzy Koeplinger, Deputy County Clerk