

AGENDA
SAGINAW COUNTY
BOARD OF COMMISSIONERS

Saginaw County Governmental Center
Tuesday, August 27, 2019 - 5:00 p.m.

Michael A. Webster – Chair, Carl E. Ruth – Vice-Chair
Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft
Sheldon Matthews, Amos O’Neal, Charles M. Stack, James G. Theisen

- I. OPENING PROCEDURE**
 - a. Call to order
 - b. Roll call
 - c. Invocation by **Commissioner Sheldon Matthews**
 - d. Pledge of Allegiance
 - e. Correcting / Approving the Minutes of the June 18, 2019 Board Session

- II. PUBLIC PARTICIPATIONPage 1**
 - a. Public Hearings
 - b. Audiences
 - c. Laudatory Resolutions

- III. PETITIONS AND COMMUNICATIONSPage 4**

- IV. COMMISSIONERS' INITIATORY MOTIONS**

- V. REPORTS OF COMMITTEESPage 8**
 - Committee Reports
 - 1) Human Services
 - 2) Courts & Public Safety
 - 3) County Services
 - 4) Budget/Audit
 - 5) Labor Relations
 - 6) Executive Committee
 - 7) Legislative Committee
 - 8) Intergovernmental Cooperation
 - 9) Committee Compensation

- VI. RESOLUTIONS..... Page 32**

- VII. CLOSING PROCEDUREPage 57**
 - a.
 - 1) Unfinished Business
 - 2) Proclamations
 - 3) Appointments and Elections
 - b. Announcements by the Chair
 - c. Commissioner Audiences
 - d. Adjournment

II. PUBLIC PARTICIPATION (8-27-2019)

a. Public Hearing –

- **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 will be made available to the public at the meeting*)
- **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

b. Audiences –

- Gregory Willis, re: Property Taxes

c. Laudatories –

- Welcome to Saginaw County to the Wolverine State Missionary Baptist Convention – 101st Annual Session
- Certificate of Recognition to Saginaw High School Class of 1979 on its 40th Class Reunion

III. PETITIONS AND COMMUNICATIONS (8-27-2019)

- 8-27-1 BIRCH RUN TOWNSHIP** submitting its Annual Tax Increment Financing (TIF) Plan for FY 2019 for the Birch Run Township DDA.
-- County Services (*Receive & File*)
- 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.
-- Human Services (*Receive & File*)
- 8-27-3 BAY CITY PUBLIC SCHOOLS** submitting Form L-4029 detailing the property tax levies for Bay City Public Schools.
-- County Services (*Receive & File*)
- 8-27-4 TREASURER** submitting its report on Tax Foreclosure Auction Restricted Funds as required by State law.
-- Budget/Audit (*Receive & File*)
- 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.
-- Human Services (*Receive & File*)
- 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 10TH 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**)

Page 2 – Petitions & Communications (8-27-2019)

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 BOC 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)**

Page 3 – Petitions & Communications (8-27-2019)

- 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 10th 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)**

Page 4 – Petitions & Communications (8-27-2019)

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**)

V. **REPORTS OF COMMITTEES (8-27-2019)**

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

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

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)

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

4.1) **TREASURER/CONTROLLER**, re: Claims for May/June 2019

4.2) **CONTROLLER/CAO**, re: Approval of Draft #2 of the FY 2020 Budget

4.3) **CONTROLLER/CAO**, re: Approval to amend the Fee Schedule for out-county forensic autopsy services from \$1,500 to \$1,700

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

4.5) **INFORMATION TECHNOLOGY**, re: Approval of Interfund Loan Agreement to fund the WAN Fiber Implementation Plan

4.6) **PROSECUTOR**, re: Approval to reinstate Assistant Prosecutor position in 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

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

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

5.3) **PARKS & RECREATION**, re: Approval of a wage adjustment to Step 4 of the pay scale for the Parks Foreman

Page 2 – REPORTS OF COMMITTEES (8-27-2019)

- 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

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

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

VI. RESOLUTIONS (8-27-2019)

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

Resolution “A”- Authorizing Application to the Michigan Natural Resources Trust Fund for development of a Splash & Spray Pad at Haithco Recreation Area

Resolution “B”- Approving a Full Faith and Credit Resolution regarding a Drain Note for the Misteguay Creek Intercounty Drain Drainage District

Resolution “C”- Approving a Full Faith and Credit Resolution regarding the sale of bonds for the Misteguay Creek Intercounty Drain Drainage District

Resolution “D”- Approving the Brownfield Plan for property located at 3425 E. Holland and 1180 S. Outer Dr., Buena Vista Charter Township, formerly known as the Welcome Inn

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

Resolution “E”- Approving Resolution to Issue Limited Tax General Obligation Bonds, Series 2019A to finance the cost of acquiring, licensing, installing and replacing Capital Improvement items to modernize the County’s mainframe and software applications

Resolution “F”- Approving 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

VII. CLOSING PROCEDURE (8-27-2019)

a.

- 1) Unfinished Business – None
- 2) Proclamations – None
- 3) Appointments and Elections

APPOINTMENTS

Pursuant to Article VII, 7.1.2 of the Board Rules, Chair appointments will be listed, if any, on the Addendum at the August 27, 2019 Board Session.

ELECTIONS

None

- b. Announcements by the Chair
- c. Commissioner Audiences
- d. Adjournment

8-23-19/sek

ADDENDUM

SAGINAW COUNTY BOARD OF COMMISSIONERS

Tuesday, August 27, 2019 - 5:00 p.m.

Saginaw County Governmental Center

II. PUBLIC PARTICIPATION *(Page 1)*

- a. **Public Hearings – None**
- b. **Audiences – Additional**
 - Gregory Willis, re: Property Taxes
 - Mayor Floyd Kloc, re: Animal Control site selection
 - John Milne, re: Animal Control site selection
 - Alicia Maida, re: Animal Control site selection
- c. **Laudatories – None Additional**

III. PETITIONS AND COMMUNICATIONS – *(Page 4) – None Additional*

IV. INITIATORY MOTIONS – *None*

V. REPORTS OF COMMITTEES – *(Page 8) – Amended*

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

- 4.2) **CONTROLLER/CAO**, re: Approval of Draft #2A of the FY 2020 Budget ***AMENDED**
- 4.6) **PROSECUTOR**, re: Approval to reinstate Assistant Prosecutor position in FY 2020 Budget ***Included in Draft #2 of the FY 2020 Budget – No action**

VI. RESOLUTIONS – *(Page 32) – None additional*

VII. CLOSING PROCEDURE *(Page 57)*

- 1) Unfinished Business – **None**
- 2) Proclamations – **None**
- 3) Appointments and Elections –

CHAIR APPOINTMENTS

Commission on Aging Board
Mary Speaker (District #1)

Term expires:
December 31, 2020

Economic Development Corporation
Gerald Kariem

Terms expire:
April 1, 2023

ELECTIONS

None