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**SAGINAW COUNTY BOARD OF COMMISSIONERS**  
**SUMMARY OF OFFICIAL PROCEEDINGS**  
**APRIL 16, 2019 SESSION**

The April Session of the Board of Commissioners of Saginaw County, Michigan convened at 5:00 p.m., Tuesday, April 16, 2019 at the Saginaw County Courthouse with the Honorable Michael A. Webster in the Chair.

**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

Commissioner Ruth gave the invocation before leading the Pledge of Allegiance to the Flag.

### **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/PROCLAMATIONS**

- Certificate of Recognition to Pastor Lewis Owens on his 4<sup>th</sup> anniversary at Grace C.O.G.I.C.
- Proclamation for April as Sexual Assault Awareness Month
- Proclamation for May 1, 2019 as Law Day

### **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. (*Attachment on file in the Board Office*)

### **REPORTS OF COMMITTEES**

- Approved addition of a new Environmental Health Fee (Septic Take Only Permit) in the amount of \$200 per service and amendment of Budget Resolution D
- Approved 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 to adjust its budget accordingly
- Approved addition of a new Adoption Home Study Fee in the amount of \$100 and amendment of Budget Resolution D
- Approved amendment of County Policy #112 titled “Freedom of Information Act (FOIA) Policy” regarding changes that apply primarily to deposit requests
- Approved submitting the 2019 Preliminary Report of Equalization for all townships and cities in Saginaw County, Form L-4024, Statement of Valuation

- Approved payment of electronic and voucher claims for February 2019
- Approved the final FY 2018 Audited Financial Statements
- Approved Community Corrections using the remaining half (\$92,111) of the General Fund allocation to ensure uninterrupted services for the remainder of FY 2019
- Approved 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)
- Approved salary grade 15 for the position of Parks Foreman and waiver of the hiring freeze to fill the position
- Approved amendment of County Policy #332 titled “Position Classification” incorporating changes necessitated by adoption of Phase I of the Job Classification and Total Compensation Study
- Approved 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
- Approved adjustment of 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
- Approved elimination of the vacant positions of Legal Specialist II (formerly Investigator) and Account Specialist II and addition of 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
- Approved waiver of the hiring freeze to fill two (2) positions of Assistant Prosecutor
- Approved waiver of the hiring freeze to 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
- Approved creating a PCN for a new contractual position of Deputy Sheriff in Spaulding Township and waiver of the hiring freeze to fill the position
- Approved extension of a contract with a retired employee in Judge A.T. Frank’s office for a period of six (6) months
- Approved Committee Compensation Reports 4-16-19.1 and 4-16-19.2

## RESOLUTIONS

None

## UNFINISHED BUSINESS

None

## APPOINTMENTS

- Chairman Webster appointed Sidney Childs to the **Mosquito Abatement Commission** to fill a vacancy with a term to expire January 1, 2021

## ELECTIONS

None

## **CHAIR ANNOUNCEMENTS**

- 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!

Respectfully Submitted,

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

**MICHAEL A. WEBSTER, CHAIRMAN**

**MICHAEL J. HANLEY, CLERK**

Prepared by: Suzy Koeplinger, Deputy County Clerk/Board Coordinator