

OFFICIAL PROCEEDINGS
OF THE
Board of Commissioners

OF SAGINAW COUNTY, MICHIGAN



SEPTEMBER SESSION 2021




First day of the September Session of the Board of Commissioners of Saginaw County, Michigan, held Tuesday, September 21, 2021. The Board met pursuant to call of the County Clerk at 5:09 p.m. at the Saginaw County Courthouse, 111 S. Michigan Ave., Saginaw, MI 48602 with the Honorable Carl E. Ruth in the Chair. County Clerk Vanessa Guerra took roll, quorum present as follows:

PRESENT: Christopher S. Boyd, Carol E. Ewing, Kyle R. Harris, Dennis H. Krafft, Gerald D. Little, Sheldon Matthews, Carl E. Ruth, Jack B. Tany, James G. Theisen, Michael A. Webster, Cynthia M. Winiecke – 11

ABSENT: None – 0

TOTAL: - 11

OTHERS: Robert Belleman, Vanessa Guerra, Koren Thurston, Dave Gilbert, Kyle Bostwick, Norm Bamberger, Krystal Irvine, Jessica Sargent, Undersheriff Mike Gomez, Dennis Borchard, Brian Wendling, Cindy Louchart, Suzy Koeplinger

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

CLERK'S CALL OF SESSION
Public Notice of Regular Board Session

The Saginaw County Board of Commissioners will convene for its Regular Session on

Tuesday, September 21, 2021 at 5:00 p.m.

111 S. Michigan Ave.
Room 200
Saginaw, MI 48602

Requests for Public Comment (Audiences) must be made to the Board of Commissioners Office at (989) 790-5267 or by email to boc@saginawcounty.com prior to 12:00 p.m. the day of the meeting. Please include your phone number.

This meeting is being held consistent with P.A. 267 of 1976 (MCL 15.263) to consider the September 21, 2021 Board Agenda.



If you are disabled and need accommodation to provide you with an opportunity to participate, please call the Board of Commissioners at 989.790.5267.

Respectfully Submitted,
Vanessa Guerra, County Clerk

Sept. 16, 2021
Posted 9-16-21 by SEK

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 Krafft moved, seconded by Commissioner Harris, to approve the Minutes of the August 17, 2021 Board Session and the August 31, 2021 Committee of the Whole meeting. Motion carried unanimously.***

PUBLIC HEARING

None

FOIA APPEAL

- ***Commissioner Winiecke moved, seconded by Commissioner Little, for approval to send written notice upholding the disclosure denial to Marcus Atkins in relation to his July 19, 2021 FOIA request regarding proof of Dr. David Stockman's board certification in forensic pathology from MIFSM. Motion carried unanimously.***

AUDIENCES

- Mike Thompson spoke regarding mass incarceration, asked for commissioners to pass a resolution regarding same, and to conduct a review of the Saginaw County Jail population
- William Azelton announced his candidacy for a Republican seat on the Board of Canvassers and asked for the support of commissioners
- Vanessa Guerra, County Clerk, asked commissioners to exempt elected officials when considering the request to implement the \$500 Vaccination Incentive Payment Plan

LAUDATORY RESOLUTIONS

**Certificate of Recognition
Margaret Novess
Happy 100th Birthday**



Margaret Irene Kacsor came into this world on the summer day of July 19, 1921 to Michael and Lena Kascor of Birch Run, Michigan. She was born in the family farmhouse’s front bedroom on Birch Run Rd. She graduated from Birch Run High School, which many did not do back in those days.

Margaret married Frank Novess. While he served in World War II, she went to work in the factory making weapons and ammo for the war. After her husband returned home from the war, she stopped working and started a family. She has six children – Paul, Donald, Ann, Liz, Mary, and Thomas (deceased). When the youngest children (twins – Liz and Mary) started school, she went to work at the newly built North Elementary School. She worked as a lunch lady until she was 84 years young.

Margaret was very active in many community groups such as the V.F.W. Ladies Auxiliary and Sacred Heart Church. She turned 100 years young on July 19, 2021. She still lives in her own home with the help of her wonderful caregiver and family. She has seen many changes in her lifetime and has lost most of her eyesight due to macular degeneration. Margaret is the sweetest person you could ever meet.

The Saginaw County Board of Commissioners does hereby extend this Certificate of Recognition to Margaret Novess. We congratulate Margaret on her 100th birthday along with our best wishes.

Respectfully Submitted,
Saginaw County
Board of Commissioners
Carl E. Ruth
Chair, District #10

Adopted: September 21, 2021

Carol E. Ewing
Commissioner, District #7

Certificate of Recognition
50th Annual Saginaw NAACP Freedom Fund Dinner
September 26, 2021

“Together, we will remain vigilant in our mission until the promise of America is made real for all.”
- NAACP

The National Association for the Advancement of Colored People (NAACP) is a civil rights organization that is committed to ensuring the political, educational, social, and economic equality of rights of all persons and to eliminate race-based discrimination.

It is with well wishes and support that we acknowledge the significance of its 50th 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. It will be held both in-person and will have a virtual option.



The NAACP is now 112 years old, the oldest civil rights organization in the history of the United States. In that time, the NAACP has impacted many things and the organization has changed the course of American history. Since the Springfield Race Riot of 1908, the NAACP has led the way in thought and action for civil rights. They are the nation’s conscience to civil and human rights, and the world’s example of advocacy.

The NAACP’s vision is to ensure a society in which all individuals have equal rights without discrimination based on race. The organization continues to work to remove all barriers of racial discrimination through democratic processes.

On behalf of the Saginaw County Board of Commissioners we salute the NAACP for its continued efforts for equality for all.

Respectfully Submitted,
**Saginaw County
Board of Commissioners**
Carl E. Ruth
Chair, District #10

Adopted: September 21, 2021

**Certificate of Recognition
Sandra Atkins
Food Service Supervisor
Commission on Aging**

For 16 years, Sandra Atkins has been a staple at Commission on Aging. In October 2005, she began as a Cook and was promoted to Food Service Supervisor in October 2007 where she remained until her departure on September 30, 2021.

Sandra’s dedication and commitment to serving older adults in the Saginaw County community is inspiring, especially over the past year and a half, which has been unprecedented due to the pandemic. She is the type of person who holds herself and her team to the highest standards. As a result, the programs and services have received nothing but the best from her expertise and skills through the years. Sandra took pride in leading the extraordinary quality food service program through many lunches and special events. She is also known as the best “coconut cake” maker!

As a successful self-employed woman, Sandra wants to have more time to dedicate to her business. She has been ready to part ways for several years but stayed on to assist with the transition of the Nutrition Program Manager position so the Nutrition Program would not be negatively affected.

The Saginaw County Board of Commissioners congratulates Sandra Atkins on 16 years of service, and thanks her for her hard work and dedication to Saginaw County and its citizens. Sandra will be greatly missed by all the Commission on Aging employees, volunteers, and participants who grace Commission on Aging’s doors.



Respectfully Submitted,
Saginaw County
Board of Commissioners

Carl E. Ruth
Chair, District #10

Presented: September 30, 2021
Adopted: September 21, 2021

Jessica Sargent
Commission on Aging Director

PETITIONS AND COMMUNICATIONS

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

9-21-1 COUNTY CLERK sending the list of nominees selected by the Democratic and Republican party chairs to fill upcoming vacancies on the Board of Canvassers.

(Distributed to all Commissioners)

-- Receive & File/Election *(By Ballot)*

9-21-2 COMMISSION ON AGING submitting the Region VII Area Agency on Aging assessment and response of the assessment to review compliance with policies and state and federal standards.

-- Human Services *(Receive & File)*

9-21-3 PUBLIC WORKS requesting approval of a Full Faith and Credit Resolution regarding the sale of notes for the Gradt Drain Drainage District.

-- County Services **(9-21-3.1/Res. A)**

9-21-4 FRANKENMUTH CONVENTION & VISITORS BUREAU submitting its FY 2022 Budget for approval by the Board of Commissioners.

-- County Services **(9-21-3.2)**

9-21-5 CIVIL/LABOR COUNSEL requesting approval of a Memorandum of Understanding between Saginaw County, Saginaw County Trial Court, and the TPOAM union regarding District Court employees working out of classification.

-- Labor Relations **(9-21-5.2)**

9-21-6 FINANCE DIRECTOR submitting for approval eight (8) changes to Draft #2 of the proposed FY 2022 Budget from Board of Commissioners, Register of Deeds, County Clerk, Juvenile Detention, MSU Extension, Castle Museum, all Personnel budgets to account for implementation of Phases II & III of the Compensation Study, and amendment of the 2022 Fee Schedule for the Health Department.

-- Budget/Audit **(Unfinished Business)**

9-21-7 10TH CIRCUIT COURT – FAMILY DIVISION requesting amendment of its FY 2022 Budget to accept a CPLR grant in the amount of \$174,486 (Acct. 278 28512) for increased representation in child protective services; \$600,000 (Acct. 292) “Raise the Age” grant from the State of Michigan to fund all juvenile justice for 17-year old children and add four (4) additional Youth Care Specialist (YCS) positions in detention along with other related non-CCF reimbursable expenses; and increase revenue in the CASA program from \$50,000 to \$90,000 (Acct. 292 80830).

-- Budget/Audit **(Unfinished Business)**



- 9-21-8 CONTROLLER/CAO** submitting proposed Saginaw County Funding Metrics for the annual appropriation to Saginaw Future, Inc. for economic development activities in FY 2022.
-- Budget/Audit **(9-21-4.7)**
- 9-21-9 SHERIFF** requesting an increase in revenue and expenses in its FY 2021 Inmate Services Fund (Acct. 595) in various line items for \$429,000, \$55,000, and \$4,000, mainly due to an increase in inmate commissary sales and an increase in bookings.
-- Budget/Audit **(9-21-4.1)**
- 9-21-10 PERSONNEL DIRECTOR** requesting \$20,000 in additional funding in Activity 21000 – Corporation Counsel, Account 81910 – Labor Counsel, due to increased costs related to grievances, mid-term changes to collective bargaining agreements, arbitration, as well as current contract negotiations.
-- Budget/Audit **(9-21-4.3)**
- ~~**9-21-11 MOSQUITO ABATEMENT** requesting approval of an additional \$150,000 from Mosquito Control fund balance to replace the unapproved FY 2022 General Fund (Maintenance Department) portion and account for possible increases in costs association with construction of a storage building.
-- Budget/Audit **(Pulled by Department Head)**~~
- 9-21-12 ANIMAL CARE & CONTROL** requesting approval to amend its FY 2021 Budget to move funds totaling \$41,700 from 71600 Hosp. Insurance/80509 Prof Serv-Spay/Neuter to Kennel Supplies, Drugs & Pharmaceuticals, Laundry Services, Membership Dues, Service Fees, Bonds-General, Pre-Employment Physicals, and Auction Costs.
-- Budget/Audit **(9-21-4.4)**
- 9-21-13 SHERIFF** requesting approval to adjust its FY 2021 Budget to accept revenue totaling \$21,934.21 and make various line items whole in Acct. 207; further, to use \$47,451.99 in savings from Wages (Acct. 207) to balance its electric, gas, and water/sewer accounts.
-- Budget/Audit **(9-21-4.2)**
- 9-21-14 HEALTH DEPARTMENT** requesting: (1) Amendment of its FY 2021 Budget in the total amount of \$2,498,448 to accept COVID-19 grant allocations from MDHHS (\$2,424,962) and local match funds (\$73,486); (2) Amendment of Budget Resolution #16 to allow the Chair of the Board, upon recommendation of the Controller, to accept grants on behalf of the County up to \$500,000 with a local match not to exceed 10% through the end of FY 2021; and (3) Approve acceptance of \$2,654,694 FY 2022 grant funding from MDHHS for COVID-19 and ELC Regional Lab allocations received after the budget process.
-- Budget/Audit **(9-21-4.5)**
- 9-21-15 ASSISTANT FINANCE DIRECTOR** requesting approval to amend the FY 2021 Budget as follows: (1) Increase of \$59,000 in both revenue and expenditures for the Castle Museum; (2) Increase of \$37,000 in both revenue and expenditures for Harry W. Browne Airport related to fuel sales and an increase of \$25,000 from fund balance to cover repairs to the self-serve fuel system card reader; (3) Increase of \$8,500 for MSU Extension to recognize revenue from the Sugarbeet Advancement Program for travel and mileage reimbursement; and (4) Increase of \$450,000 to cover increased contract attorney expenditures in the Indigent Defense Fund for FY 2021, included for reimbursement in the FY 2022 grant application.



- Budget/Audit **(9-21-4.8)**
- 9-21-16 SHERIFF** requesting approval to amend the FY 2022 Fee Schedule and raise Lab Confirmation Fees from \$25 to \$35 and to establish a fee for processing probate background checks.
- Budget/Audit **(Unfinished Business)**
- 9-21-17 INFORMATION TECHNOLOGY** requesting (1) To carry \$75,000 from the FY 2020 to the FY 2021 Budget to, if approved, allocate \$18,145/\$28,000 (\$46,145) to backfill the Programming Manager position vacated in February; and to carry \$28,855 forward to FY 2022 for minimal department remodel such as carpeting and paint. Further, allocation of the remainder of \$496,858 from the Fiber WAN Budget between FY 2021 and FY 2022.
- Budget/Audit **(9-21-4.6)**
- 9-21-18 PERSONNEL DIRECTOR** submitting the September 2021 Employment Status Report covering labor statistics for the month of August 2021.
- Labor Relations *(Receive & File)*
- 9-21-19 PERSONNEL DIRECTOR** recommending re-establishment of County Policy #365 – Emergency Paid Sick Leave, due to an increase in COVID cases, the emergence of new variants, possible waning immunity from the vaccine, and to encourage sick employees to stay home.
- Labor Relations **(9-21-5.1)**
- 9-21-20 PROSECUTOR** requesting waiver of the hiring freeze and approval to fill the position of Office Assistant II – Reception (PCN #101253) in the Prosecutor’s Office.
- Labor Relations **(9-21-5.4)**
- 9-21-21 PROSECUTOR** requesting waiver of the hiring freeze and approval to fill the position of Legal Clerk I – Victim’s Assistance Clerk (PCN #282487) in the Prosecutor’s Office.
- Labor Relations **(9-21-5.4)**
- 9-21-22 HEALTH DEPARTMENT** requesting extension of the employment contracts with retirees Bethany Jacques, Computer and Data Analyst, and Mary Patnode, Public Health Nurse II, from October 1, 2021 – September 30, 2022.
- Labor Relations **(9-21-5.5)**
- 9-21-23 COUNTY CLERK** requesting approval of an Architectural & Engineering Services Proposal from Kibbe & Associates related to the former Sheriff Administration Building; further, to approve using General Fund fund balance in the amount of \$19,800 to move forward with the proposal.
- Executive **(9-21-6.1)**
- 9-21-24 CIVIL/LABOR COUNSEL** requesting approval of three (3) Memoranda of Understanding between Saginaw County and the Teamsters Local 214 representing Commission on Aging and Health Department; Teamsters Local 214 representing Public Health Nurses; and UAW Local 455 representing Managers at the Health Department to reflect an increase in the PTO limit from 700 to 820 through March 30, 2022.
- Labor Relations **(9-21-5.3)**
- 9-21-25 INFORMATION TECHNOLOGY** requesting approval to move \$57,788.33 in Capital Outlay Fund dollars from the FY 2020 Information Technology (IT) Budget to the FY 2021 IT Budget.
- Executive **(9-21-6.2)**
-



9-21-26 SAGINAW FUTURE INC. submitting a proposal that assesses and plans for the expansion of broadband access, adoption and use and to determine unserved areas of broadband and its impact on various sectors.

-- Executive (*No action*)

INITIATORY MOTIONS

None

REPORTS OF COMMITTEES

1. **Human Services Committee – J. Theisen, Chair; M. Webster, Vice-Chair**

None

2. **Courts and Public Safety Committee – S. Matthews, Chair; C. Boyd, Vice-Chair**

None

3. **County Services Committee – M. Webster; D. Krafft, Vice-Chair**

3.1) **PUBLIC WORKS**, re: Approval of sale of notes for the Gradt Drain Drainage District

3.2) **FRANKENMUTH CONVENTION & VISITORS BUREAU**, re: Approval of FY 2022 Budget

- ***Webster moved, seconded by Krafft, to approve 3.1 and 3.2 leaving room for exceptions. There were no exceptions and the motion carried unanimously.***

FROM: COMMITTEE ON COUNTY SERVICES – 3.1

September 21, 2021

Your committee considered Communication No. 9-21-3 from Brian Wendling, Public Works Commissioner, requesting approval of a Full Faith and Credit Resolution regarding the sale of notes for the Gradt Drain Drainage District.

The committee met with Mr. Wendling who explained that in order to defray the cost of the Project, the Public Works Commissioner is expected to authorize and provide for the issuance by the Gradt Tile Drain Drainage District of notes in the aggregate principal amount of not to exceed \$515,000. The Notes are to be designated “Gradt Tile Drain Notes, Series 2021,” will bear interest at a rate of not to exceed 5% per annum and will mature not later than June 1, 2041. These amounts are being issued in anticipation of the collection of an equal amount of special assessments against property and public corporations in the Drainage District.

It is the recommendation of your committee to approve the request and approve a Resolution regarding Gradt Tile Drain Notes, Series 2021, which is submitted under the regular order of business.

Respectfully Submitted,

COMMITTEE ON COUNTY SERVICES

Michael A. Webster, Chairman

Carol E. Ewing

Carl E. Ruth

Dennis H. Krafft, Vice-Chair

Jack B. Tany



FROM: COMMITTEE ON COUNTY SERVICES – 3.2

September 21, 2021

Your committee considered Communication No. 9-21-4 from Jamie Furbush, President/CEO, Frankenmuth Convention & Visitors Bureau, submitting its FY 2022 Budget for approval by the Board of Commissioners.

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 2022 Frankenmuth Convention & Visitors Bureau budget as presented.

Respectfully Submitted,

COMMITTEE ON COUNTY SERVICES

Michael A. Webster, Chairman
Carol E. Ewing
Carl E. Ruth

Dennis H. Krafft, Vice-Chair
Jack B. Tany

4. **Budget Audit Committee – D. Krafft, Chair; C. Boyd, Vice-Chair**

- 4.1) **SHERIFF**, re: Approval of FY 2021 amendments to its Inmate Services Fund #595
- 4.2) **SHERIFF**, re: Approval of FY 2021 amendments to line items in its #207 Fund
- 4.3) **PERSONNEL**, re: Approval of \$20,000 from the General Fund for FY 2021 funding in Activity 21000 – Corporation Counsel, Account 81910 – Labor Counsel
- 4.4) **ANIMAL CARE & CONTROL**, re: Approval of various FY 2021 budget amendments
- 4.5) **HEALTH DEPARTMENT**, re: Approval of \$2,424,962 grant allocation, \$73,486 local match funds, and amendment of Budget Resolution #16
- 4.6) **INFORMATION TECHNOLOGY**, re: Approval to carry over \$383,576 from FY 2020 to FY 2021 for the Fiber WAN project; and to move \$28,000 from retained earning fund balance to Consulting Services
- 4.7) **CONTROLLER/CAO**, re: Approval of Funding Metrics for annual appropriation to Saginaw Future, Inc.
- 4.8) **ASSISTANT FINANCE DIRECTOR**, re: Approval of various amendments to the FY 2021 Budget

- ***Krafft moved, seconded by Theisen, to approve 4.1 – 4.8 leaving room for exceptions. Motion carried unanimously.***

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.1

SEPTEMBER 21, 2021

Your Budget/Audit Committee considered Communication No. 9-21-9 from William Federspiel, Sheriff, requesting an increase in revenue and expenses in its FY 2021 Inmate Services Fund (#595) in various line items for \$429,000, \$55,000, and \$4,000, mainly due to an increase in inmate commissary sales and an increase in bookings.

We discussed this request with Undersheriff Mike Gomez and the committee approved an increase in revenue and expenditures in the amount of \$429,000 for line items 595-30196-64200 and



595-30196-75000; an increase in revenue and expenditures in the amount of \$55,000 for line items 595-30196-60809 and 595-30196-83201; and due to a substantial increase in inmate bookings, an increase of \$4,000 to line item 595-30196-74900.

We recommend approval of the requests as submitted. Further, that the proper county officials are authorized to perform the necessary budget adjustments.

Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair

Jack B. Tany

Carl E. Ruth

Christopher S. Boyd, Vice-Chair

James G. Theisen

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.2

SEPTEMBER 21, 2021

Your Budget/Audit Committee considered Communication No. 9-21-9 from William Federspiel, Sheriff, requesting approval to adjust its FY 2021 Budget to accept revenue totaling \$21,934.21 and make various line items whole in Fund #207; further, to use \$47,451.99 in savings from Wages in Fund #207 to balance its electric, gas, and water/sewer accounts.

We discussed the request with Undersheriff Mike Gomez as follows:

Accept Revenue from 207-30104-64233 (Sales Auctions of Vehicles) \$14,124.11

Accept Revenue from 207-30104-64222 (Sale of Property) \$5,851.10

Accept Revenue from 207-30104-67709 (Ret Liquor License) \$1,959.00

Total of \$21,934.21 to make the following line items whole:

\$2,860.49 into 207-30104-86000 (Transport) \$500.00 into 207-30104-83628 (Laboratory)

\$863.30 into 207-30104-93100 (Building R&M) \$3,514.00 into 207-30104-96317 (Auctions)

\$204.57 into 207-30104-91400 (Bonds-Gen)

The remaining \$13,991.85 into 207-30104-97050 (C.O.<\$5000)

Further requested to have a total of \$47,451.99 savings from wages (open sergeant and deputy positions) in 207-30104-70400 to balance the three listed categories:

\$21,272.76 to 207-30104-92100 (Electric)

\$4,518.06 to 207-30104-92200 (Gas H & P)

\$21,661.17 to 207-30104-92300 (Water & Sewage)

We recommend approval of the requests as submitted, allowing for use of fund balance, if necessary, for the difference. Further, that the proper county officials are authorized to perform the necessary budget adjustments.



Respectfully Submitted,
COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair
Jack B. Tany
Carl E. Ruth

Christopher S. Boyd, Vice-Chair
James G. Theisen

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.3 **SEPTEMBER 21, 2021**

Your Budget/Audit Committee considered Communication No. 9-21-10 from Jennifer Broadfoot, Personnel Director, requesting \$20,000 in additional funding in the Activity 21000 – Corporation Counsel, Account 81910 – Labor Counsel.

We discussed this request with Ms. Broadfoot who indicated there are increased costs related to grievances, mid-term changes to collective bargaining agreements, arbitration, as well as current contract negotiations.

We recommend approval of \$20,000 in additional General Fund funding in FY 2021 for Activity 21000 – Corporation Counsel, Account 81910 – Labor Counsel. Further, that the proper county officials are authorized to perform the necessary budget adjustments.

Respectfully Submitted,
COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair
Jack B. Tany
Carl E. Ruth

Christopher S. Boyd, Vice-Chair
James G. Theisen

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.4 **SEPTEMBER 21, 2021**

Your Budget/Audit Committee considered Communication No. 9-21-12 from Bonnie Kanicki, Animal Care and Control (ACC) Director, requesting approval to amend its FY 2021 Budget to move funds totaling \$41,700 from 71600 Hosp. Insurance and 80509 Prof Serv-Spay/Neuter to Kennel Supplies, Drugs & Pharmaceuticals, Laundry Services, Membership Dues, Service Fees, Bonds-General, Pre-Employment Physicals, and Auction Costs.

We met with Ms. Kanicki who explained that these amounts are contained within the overall ACC budget and are needed to balance the ACC FY 2021 Budget, as follows:

Request to Move	FROM:	TO:
\$15,000	71600 Hosp. Insurance	74800 Kennel Supplies
\$20,000	71600 Hosp. Insurance	76200 Drugs & Pharmaceuticals
\$5,000	71600 Hosp. Insurance	76200 Drugs & Pharmaceuticals
\$325	80509 Prof Serv-Spay/Neuter	81800 Laundry Services
\$300	80509 Prof Serv-Spay/Neuter	82000 Membership Dues
\$35	80509 Prof Serv-Spay/Neuter	83201 Services Fees
\$220	80509 Prof Serv-Spay/Neuter	91400 Bonds-General
\$800	80509 Prof Serv-Spay/Neuter	83618 Pre-Employment Physicals
\$20	80509 Prof Serv-Spay/Neuter	96317 Auction Costs

\$41,700 Total



We recommend approval of the request as submitted. Further, that the proper county officials are authorized to perform the necessary budget adjustments.

Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair

Jack B. Tany

Carl E. Ruth

Christopher S. Boyd, Vice-Chair

James G. Theisen

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.5

SEPTEMBER 21, 2021

Your Budget/Audit Committee considered Communication No. 9-21-14 from Christina Harrington, Health Department Director, requesting: (1) Amendment of its FY 2021 Budget in the total amount of \$2,498,448 to accept COVID-19 grant allocations from MDHHS (\$2,424,962) and local match funds (\$73,486); and (2) Amendment of Budget Resolution #16 to allow the Chair of the Board, upon recommendation of the Controller, to accept grants on behalf of the County up to \$500,000 with a local match not to exceed 10% through the end of FY 2021.

We met with Connie Sullivan, Accounting Supervisor at the Health Department, and she explained the requests. Discussion was held regarding the language in the second request and changing the date for acceptance of grants.

We recommend approval to accept \$2,498,448 in grant allocations from MDHHS (\$2,424,962) and local match funds (\$73,486); and amendment of Budget Resolution #16 to allow the Chair of the Board, upon recommendation of the Controller, to accept grants on behalf of the County up to \$500,000 with a local match not to exceed 10% for FY 2021. Further, that the proper county officials are authorized to perform the necessary budget adjustments.

Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair

Jack B. Tany

Carl E. Ruth

Christopher S. Boyd, Vice-Chair

James G. Theisen

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.6

SEPTEMBER 21, 2021

Your Budget/Audit Committee considered Communication No. 9-21-17 from Josh Brown, Director, Information Technology (IT), requesting (1) to carry \$75,000 from the FY 2020 to the FY 2021 Budget from their department remodel project and, if approved, allocate \$18,145 to Consultant – Architectural and \$28,000 to backfill the Programming Manager position vacated in February; and (2) to carry \$28,855 forward to FY 2022 for minimal department remodel such as carpeting and paint. Further, the request included an allocation of the remainder of \$496,858 from the Fiber WAN Budget between FY 2021 and FY 2022.

We met with Mr. Brown and the original request was amended to carry over the amount of \$383,576 from FY 2020 to FY 2021 for the Fiber WAN Budget, and to move \$28,000 from retained earnings fund balance to Consulting Services.



We recommend approval of the amended request. Further, that the proper county officials are authorized to perform the necessary budget adjustments.

Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair

Jack B. Tany

Carl E. Ruth

Christopher S. Boyd, Vice-Chair

James G. Theisen

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.7

SEPTEMBER 21, 2021

Your Budget/Audit Committee considered Communication No. 9-21-8 from Robert Belleman, Controller/CAO, submitting proposed Saginaw County Funding Metrics for the annual appropriation to Saginaw Future, Inc. for economic development activities in FY 2022.

We met with Mr. Belleman who explained that the FY 2022 Budget contains a \$50,000 contribution (“Base Fee”) and the remaining \$150,000 contribution would be made when Saginaw Future, Inc. achieves three (3) metrics identified as Job Creation, New Investment, and Government Contracts. In addition, Saginaw Future, Inc. will provide a quarterly report to the County Services Committee to show how it met these metrics for that quarter and how this equates to additional Saginaw County investment.

We recommend approval of the request.

Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair

Jack B. Tany

Carl E. Ruth

Christopher S. Boyd, Vice-Chair

James G. Theisen

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.8

SEPTEMBER 21, 2021

Your Budget/Audit Committee considered Communication No. 9-21-15 from Leah Puskar, Assistant Finance Director, requesting approval to amend the FY 2021 Budget as follows: (1) Increase of \$59,000 in both revenue and expenditures for the Castle Museum; (2) Increase of \$37,000 in both revenue and expenditures for Harry W. Browne Airport related to fuel sales and an increase of \$25,000 from Fund balance to cover repairs to the self-serve fuel system card reader; (3) Increase of \$8,500 for MSU Extension to recognize revenue from the Sugar Beet Advancement Program for travel and mileage reimbursement; and (4) Increase of \$450,000 to cover increased contract attorney expenditures in the Indigent Defense Fund for FY 2021, included for reimbursement in the FY 2022 grant application.

We met with Ms. Puskar who explained the request.

We recommend approval to amend the FY 2021 Budget as presented. Further, that the proper county officials are authorized to perform the necessary budget adjustments.



Respectfully Submitted,
COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair

Jack B. Tany

Carl E. Ruth

Christopher S. Boyd, Vice-Chair

James G. Theisen

5. **Labor Relations Committee – M. Webster, Chair; K. Harris, Vice-Chair**

- 5.1) **PERSONNEL DIRECTOR**, re: Approval to re-establish County Policy #365 – Emergency Paid Sick Leave
- 5.2) **CIVIL/LABOR COUNSEL** re: Approval of a Memorandum of Understanding between Saginaw County, Saginaw County Trial Court, and the TPOAM union regarding District Court employees
- 5.3) **CIVIL/LABOR COUNSEL**, re: Approval of three (3) Memoranda of Understanding between Saginaw County and the Teamster Local 214 and UAW Local 455 regarding PTO increase for Health Department and Commission on Aging employees
- 5.4) **PROSECUTOR**, re: Waiver of the hiring freeze to fill the positions of Office Assistant II – Reception and Legal Clerk I – Victim’s Assistance Clerk
- 5.5) **HEALTH DEPARTMENT**, re: Approval to extend employment contracts with retirees Bethany Jacques, Computer and Data Analyst, and Mary Patnode, Public Health Nurse II from October 1, 2021 – September 30, 2022

- ***Webster moved, seconded by Matthews, to approve 5.1 – 5.5 leaving room for exceptions. 5.1 was excepted by Commissioner Boyd and the motion as to 5.2 – 5.5 carried unanimously.***
- ***After discussion, approval of 5.1 carried unanimously.***

FROM: COMMITTEE ON LABOR RELATIONS -- 5.1

SEPTEMBER 21, 2021

Your Labor Relations Committee considered Communication No. 9-21-19 from Jennifer Broadfoot, Personnel Director, recommending re-establishment of County Policy #365 – Emergency Paid Sick Leave, due to an increase in COVID cases, the emergence of new variants, possible waning immunity from the vaccine, and to encourage sick employees to stay home.

We met with Ms. Broadfoot who explained that current County Policy #367 that deals with COVID Paid Sick Time Off will expire September 30, 2021. By re-establishing former County Policy #365, individuals would be allowed up to two (2) weeks of paid leave separate from any PTO accruals for a number of COVID-related conditions, pursuant to the provisions noted in the policy. Further, this leave would be available to both vaccinated and non-vaccinated employees.

We recommend approval of re-establishment of County Policy #365 – Emergency Paid Sick Leave as amended at committee.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Michael A. Webster, Chairman

Gerald D. Little

Carl E. Ruth

Kyle R. Harris, Vice-Chair

Sheldon Matthews



FROM: COMMITTEE ON LABOR RELATIONS -- 5.2

SEPTEMBER 21, 2021

Your Labor Relations Committee considered Communication No. 9-21-5 from Dave Gilbert, Civil/Labor Counsel, requesting approval of a Memorandum of Understanding (MOU) between Saginaw County, Saginaw County Trial Court, and the TPOAM union regarding District Court employees working out of classification.

We met with Mr. Gilbert who explained that the MOU pertains to Five (5) District Court employees with a title of Legal Clerk I who sometimes perform Circuit Court Judicial Secretary duties while functioning in the dual role of Circuit Court Clerks.

We recommend approval of the MOU between Saginaw County, Saginaw County Trial Court, and the TPOAM union regarding District Court employees working out of classification.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Michael A. Webster, Chairman
Gerald D. Little
Carl E. Ruth

Kyle R. Harris, Vice-Chair
Sheldon Matthews

FROM: COMMITTEE ON LABOR RELATIONS -- 5.3

SEPTEMBER 21, 2021

Your Labor Relations Committee considered Communication No. 9-21-24 from Dave Gilbert, Civil/Labor Counsel, requesting approval of three (3) Memoranda of Understanding between Saginaw County and the Teamsters Local 214 representing Commission on Aging and Health Department; Teamsters Local 214 representing Public Health Nurses; and UAW Local 455 representing Managers at the Health Department to reflect an increase in the PTO limit from 700 to 820 through March 30, 2022.

We met with Mr. Gilbert who explained that the limit of Paid Time Off (PTO) hours is being increased for those employees who are dedicated to COVID response, including but not limited to contact tracing, vaccination scheduling, vaccination clinics, and financial tracking.

We recommend approval of the three (3) Memoranda of Understanding as noted above.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Michael A. Webster, Chairman
Gerald D. Little
Carl E. Ruth

Kyle R. Harris, Vice-Chair
Sheldon Matthews

FROM: COMMITTEE ON LABOR RELATIONS -- 5.4

SEPTEMBER 21, 2021

Your Labor Relations Committee considered Communication Nos. 9-21-20 and 9-21-21 from John McColgan, Prosecutor, requesting waiver of the hiring freeze and approval to fill vacant positions in the Prosecutor's Office as follows:



<u>Requestor</u>	<u>Department</u>	<u>Position(s)</u>
John McColgan, Prosecutor	Prosecutor	Office Assistant II - Reception (PCN #101253) Legal Clerk I - Victim's Assistance Clerk (PCN #282487)

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

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Michael A. Webster, Chairman

Gerald D. Little

Carl E. Ruth

Kyle R. Harris, Vice-Chair

Sheldon Matthews

FROM: COMMITTEE ON LABOR RELATIONS -- 5.5

SEPTEMBER 21, 2021

Your Labor Relations Committee considered Communication No. 9-21-22 from Christina Harrington, Health Officer, requesting extension of the employment contracts with retirees Bethany Jacques, Computer and Data Analyst, and Mary Patnode, Public Health Nurse II, from October 1, 2021 – September 30, 2022.

We met with Ms. Harrington who explained that Ms. Jacques is providing consultative services to assist the department in selecting a new electronic health record system. The transition project was put on hold during the COVID-19 pandemic and has not been able to provide technical assistance. Ms. Patnode has been instrumental in augmenting current staffing need for nurses during its pandemic response providing case investigations and vaccine administration.

We recommend approval to extend the employment contracts with retirees Bethany Jacques, Computer and Data Analyst, and Mary Patnode, Public Health Nurse II, from October 1, 2021 – September 30, 2022.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Michael A. Webster, Chairman

Gerald D. Little

Carl E. Ruth

Kyle R. Harris, Vice-Chair

Sheldon Matthews

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

6.1) **COUNTY CLERK**, re: Approval of up to \$19,800 to Kibbe & Associates for architectural and engineering services related to use of the former Sheriff Administration building

6.2) **INFORMATION TECHNOLOGY**, re: Approval to move \$75,933.33 (amended) in Capital Outlay dollars from the FY 2020 to FY 2021 IT budget



- **Chairman Ruth moved, seconded by Tany, to approve 6.1 and 6.2 (with amendment to 6.2) leaving room for exceptions. There were no exceptions and the motion carried unanimously.**

FROM: EXECUTIVE COMMITTEE -- 6.1

SEPTEMBER 21, 2021

Your Executive Committee met and considered Communication No. 9-21-23 from Vanessa Guerra, County Clerk, requesting approval of an Architectural & Engineering Services Proposal from Kibbe & Associates related to the former Sheriff Administration Building; further, to approve using General Fund fund balance in the amount of \$19,800 to move forward with the proposal.

We met with Ms. Guerra and discussion was held regarding the functions of the County Clerk's Office and use of the space.

We recommend approval of the request up to \$19,800 to move forward with the proposal of Kibbe & Associations. Further, that the proper county officials are authorized to perform the necessary budget adjustments.

Respectfully Submitted,
EXECUTIVE COMMITTEE

Carl E. Ruth, Chairman
Sheldon Matthews
Dennis H. Krafft

James G. Theisen
Michael A. Webster

FROM: EXECUTIVE COMMITTEE -- 6.2

***AMENDED**

SEPTEMBER 21, 2021

Your Executive Committee met to consider Communication No. 9-21-25 from Josh Brown, Information Technology (IT) Director, requesting approval to move \$57,788.33 in Capital Outlay dollars from the FY 2020 Information Technology budget to the FY 2021 IT Budget.

We met with Mr. Brown who explained that funding was allocated in FY 2018 for a department remodel that included an open floor plan, less carpet, new paint, furniture, etc. Due to various delays, and then with the onset of COVID-19, the remodel never moved forward. ***The previously expended amount of \$18,145 should be added to the requested amount, per the Finance Director.**

We recommend approval to move **\$75,933.33** in Capital Outlay dollars from the FY 2020 IT Budget to the FY 2021 IT Budget. Further, that the proper county officials are authorized to perform the necessary budget adjustments.

Respectfully Submitted,
EXECUTIVE COMMITTEE

Carl E. Ruth, Chairman
Sheldon Matthews
Dennis H. Krafft

James G. Theisen
Michael A. Webster

7. **Legislative Committee – J. Theisen, Chair; G. Little, Vice-Chair**
None



8. **Intergovernmental Cooperation Committee – J. Theisen, Chair; J. Tany, Vice-Chair**
None

9. **Committee Compensation**

- 9-21-21.1) August 8, 2021 – August 21, 2021
- 9-21-21.2) August 22, 2021 – September 4, 2021

- **Matthews moved, seconded by Little, to approve 9-21-21.1 and 9-21-21.2. The motion carried unanimously.**

COMMITTEE COMPENSATION - 9.21.21.1

September 21, 2021

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held August 8 - August 21, 2021.

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	08/09/21	Labor Relations Committee	Webster	\$50.00	1
			Harris	\$50.00	1
			Little	\$50.00	1
			Matthews	\$50.00	1
			Ruth	\$50.00	1
2	08/10/21	Executive Committee	Ruth	\$50.00	1
			Theisen	\$50.00	1
			Matthews	\$50.00	1
			Webster	\$50.00	1
3	08/16/21	Northern MI Counties Assoc. - Roscommon	Theisen	\$50.00	1
4	08/17/21	Board Session via Zoom Boyd, Ewing, Harris, Krafft, Little, Matthews, Ruth, Tany, Theisen, Webster, Winiecke	All Present	\$550.00	11
5	08/18/21	Saginaw County Zoological Society	Matthews	\$50.00	1
			Little	\$50.00	1
6	08/18/21	Animal Control Advisory Council	Ewing	\$50.00	1
7	08/18/21	Frankenmuth CVB	Krafft	\$50.00	1
8	08/19/21	Commission on Aging	Ewing	\$50.00	1
9	08/19/21	Community Action Center	Little	\$50.00	1
TOTAL				\$1,350.00	27

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (8-20-21)

COMMITTEE COMPENSATION - 9.21.21.2

September 21, 2021

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held August 22 - September 4, 2021



<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	08/25/21	Medical Dispatch Advisory Committee	Winiecke	\$50.00	1
2	08/30/21	MI Works! Joint Board Meeting, Midland	Little	\$50.00	1
			Ruth	\$50.00	1
			Tany	\$50.00	1
			Webster	\$50.00	1
3	08/31/21	Committee of the Whole - re: ARPA Funds @ Horizons Boyd, Ewing, Krafft, Matthews, Ruth, Tany, Theisen, Webster, Winiecke <i>Absent: Harris, Little</i>	9 Present	\$450.00	9
4	09/01/21	Crime Prevention Council	Ruth	\$50.00	1
TOTAL				\$750.00	15

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (9-3-21)

RESOLUTIONS

RESOLUTION “A”

GRADT TILE DRAIN NOTES, SERIES 2021

At a regular meeting of the Board of Commissioners of the County of Saginaw, State of Michigan held at Saginaw, Michigan on the 21st day of September, 2021 at 5:00 p.m.

Christopher S. Boyd, Carol E. Ewing, Kyle R. Harris, Dennis H. Krafft, Gerald D. Little, Sheldon Matthews, Carl E. Ruth, Jack B. Tany, James G. Theisen, Michael A. Webster, Cynthia M. Winiecke

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

WHEREAS, proceedings have been taken by the Saginaw County Public Works Commissioner for the construction of improvements to the Gradt Tile Drain (the “Project”), pursuant to a petition filed with the Public Works Commissioner under the provisions of Chapter 8 of the Drain Code of 1956, as amended; and,

WHEREAS, in order to defray the cost of the Project, the Public Works Commissioner is expected to authorize and provide for the issuance by the Gradt Tile Drain Drainage District (the “Drainage District”) of notes (the “Notes”) in the aggregate principal amount of not to exceed \$515,000, in anticipation of the collection of an equal amount of special assessments against property and public corporations in the Drainage District, said special assessments to be duly confirmed by the Public Works Commissioner; and,



WHEREAS, the Notes are to be designated “Gradt Tile Drain Notes, Series 2021,” will bear interest at a rate of not to exceed 5% per annum and will mature not later than June 1, 2041; and,
WHEREAS, the Public Works Commissioner deems it advisable and necessary to obtain from this Board a resolution consenting to the pledge of the full faith and credit of the County on the Notes; and,
WHEREAS, the Project is necessary to protect and preserve the public health and therefore it is in the best interest of the County of Saginaw that the Notes be sold.

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 of 1956, as amended, provided that the Notes are issued within the parameters set forth above, the Saginaw County Board of Commissioners, by a two-thirds vote of its members elect, does hereby irrevocably pledge the full faith and credit of the County of Saginaw for the prompt payment of the principal of and interest on the Notes, and does agree that in the event that the property owners or public corporations in the Drainage District shall fail or neglect to account to the County Treasurer of the County of Saginaw for the amount of any special assessment installment and interest, when due, then the amount thereof shall be immediately advanced from County funds, and the County Treasurer is directed to immediately make such advancement to the extent necessary.
2. In the event that, pursuant to said pledge of full faith and credit, the County of Saginaw advances out of County funds, all or any part of said installment and interest, 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. All resolutions and parts of resolutions, insofar as the same may be in conflict with the provisions of this resolution, be and the same hereby are rescinded.

After discussion, the vote was:

Yeas: *Matthews, Theisen, Harris, Ewing, Krafft, Little, Webster, Winiecke, Tany, Boyd, Ruth -11*
Nays: - 0
Total: - 11

STATE OF MICHIGAN)
)ss
 COUNTY OF SAGINAW)

I, the undersigned, the duly qualified and acting County 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 September,



2021. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of 1976, as amended.

I further certify that notice of the meeting was given and the meeting was conducted in accordance with the Open Meetings Act.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 21st day of September, 2021.

Vanessa Guerra, County Clerk
County of Saginaw

4827-1503-9192 v1 [9323-121]

UNFINISHED BUSINESS

(A) Budget Audit Committee – D. Krafft, Chair; C. Boyd, Vice-Chair

- ***Draft #2 of the FY 2022 Budget, along with Resolutions A – D, were laid on the table pursuant to Board Report 8-17-21-4.2, until the September 21, 2021 Board Session under Unfinished Business (Distributed to all commissioners and available for review in the Board Office)***

2022 County Budget (Draft #3) and Resolutions A-B-C-D

(To be distributed at or prior to the meeting)

- "A" FY 2021/2022 Budget
- "B" FY 2021/2022 Salary Schedule
- "C" FY 2021/2022 Capital Improvement Plan
- "D" FY 2021/2022 Fee Schedule



UNFINISHED BUSINESS

September 21, 2021

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.2

*AMENDED

SEPTEMBER 21, 2021

~~AUGUST 17, 2021~~

Your Budget/Audit Committee received Communication No. 8-17-30 from Koren Thurston, Finance Director, submitting requests for action in order to prepare Draft #2 of the recommended Fiscal Year 2022 Budget. Draft #2 of the Budget contains proposed changes to Draft #1, which was submitted in June 2021 with all funds in balance, including those funds that anticipate use of fund balance. Each committee reviewed Draft #1 of the proposed Fiscal Year 2022 Budget and a Committee of the Whole session was held June 28, 2021. 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 2022 Budget. The changes contained in Draft #2 of the FY 2022 Budget include:

- A request from Undersheriff Gomez to add an additional four (4) beds to the Sheriff's Federal Bed Space Rental line for a total of \$102,000 in revenue, with this additional revenue dedicated to the PLUS-Home Surveillance Program.
- A request from Brian Wendling, Public Works Commissioner, to include an estimated \$2,200 in Auction Costs for the planned sale of an existing vehicle. The net effect on the General Fund would be an increase in the use of fund balance of \$2,200, bringing the amount up from \$1,688,140 to \$1,690,340.
- Approved a reduction in the Law Enforcement Budget by \$286,783 due to Board action approved at the June 22, 2021 meeting that moved up the order date of seven (7) patrol vehicles that were originally included in Draft #1 of the FY 2022 Budget. If the vehicles are ordered in FY 2021 but not delivered until after September 30, 2021, the Sheriff's Office will request the Controller/CAO to carry forward the unused FY 2021 funds.
- A request from Jessica Sargent, Commission on Aging (COA) Director, to increase the FY 2022 Budget by \$449,621 to account for additional grant funding received for the Foster Grandparent Expansion Grant, with \$377,000 coming from Federal grant dollars, \$41,060 coming from In-kind local match, and the remaining \$31,561 from COA fund balance. The net effect on the use of fund balance for FY 2022 would be an increase of \$31,561, bringing the amount up from \$162,817 to \$194,378.

The Budget/Audit Committee at its September 9, 2021 meeting considered additional requests from departments and made amendments to Draft #2 of the 2022 Budget. These amendments were incorporated into Draft #3 of the FY 2022 Budget and include the following:



- Approved amendment of the 10th Circuit Court – Family Division FY 2022 Budget to accept a CPLR grant in the amount of \$174,486 (Acct. 278 28512) for increased representation in child protective services; and increase revenue in the CASA program from \$50,000 to \$90,000 (Acct. 292 80830).
- Approved amendment of the FY 2022 Fee Schedule for the Sheriff to raise the Lab Confirmation fee from \$25 to \$35 and to establish a fee of \$10 for processing Probate background checks.
- Approved acceptance of \$2,654,694 FY 2022 grant funding from MDHHS to the Health Department for COVID-19 and ELC Regional Lab allocations received after the budget process. **However, since some of these dollars were already included in the 2022 budget, the actual adjustment for Draft #3 is only \$1,078,502.**
- Approved eight (8) changes to Draft #2 of the FY 2022 Budget requested by the Finance Director, with cumulative changes that increase the use of fund balance of \$424,991 and bringing the total budgeted use of fund balance up to **\$2,115,331** as follows:
 - Increase from part-time to full-time for the Office Assistant II position in the Board of Commissioners at a cost of \$35,718
 - Addition of a part-time position for six (6) months in the Register of Deeds in lieu of a previously approved overtime budget, with a net budget increase of \$2,090 and an offset to revenues
 - Addition of two (2) Legal Specialist I and two (2) Legal Clerk I positions in the County Clerk’s Office at a total cost of \$342,734 and increasing the use of fund balance of \$378,452
 - Increase the electrical line item for Juvenile Center Building and Grounds in the General Fund by \$20,000 to account for increased utilization and estimated costs with an offset to the use of fund balance
 - Increase to the travel/mileage line item by \$10,000 to the MSU Extension Sugar Beet Advancement program, due to anticipated increased travel in FY 2022, reimbursed with no effect on the General Fund
 - Increase the Castle Museum and Historical activity by \$48,685 for revenue received from the Local Community Stabilization Authority for replacement of personal property taxes based on historical trends, with no effect on the General Fund
 - Amend all respective personnel budgets to account for the implementation of Phases II and III of the Job Classification and Compensation Study approved by the Board of Commissioners December 15, 2020 as a phased-in approach subsequently approved May 18, 2021 to accelerate the implementation. The adjustment to wages also had an impact on the percentage used to charge departments for MERS Defined Benefit costs, with an increase to the use of General Fund fund balance of \$26,539
 - Amend the FY 2022 Fee Schedule for the Health Department based on approval by the Board of Health



Resolution A contains the amended total budget for the County including the General Fund. The amended total County Budget for Fiscal 2022 is **\$187,780,996** which is a **6.73%** percent increase from the current amended Fiscal 2021 Budget. The amended General Fund Budget for Fiscal 2022 is **\$53,003,690** which represents an increase of **\$2,519,081** or **4.98%** percent over the current amended Fiscal 2021 Budget. The General Fund budget includes the use of **\$2,115,331** in fund balance. Resolution A also contains the proposed County millage rates to be levied December 1, 2021 and July 1, 2022, as well as the authorization of the 9-1-1 surcharge to fund operations as set forth in the 2022 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 2022, which totals \$15,811,814, a \$455,239 decrease over the current amended FY 2021 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 17, 2021 session to allow comment on the proposed FY 2022 Budget, as amended, and on the proposed millages to be levied in December 2021 and July 2022. 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 2022 Budget containing Budget Resolutions A, B, C and D be approved as submitted.

Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair

Jack B. Tany

Carl E. Ruth

Christopher S. Boyd, Vice-Chair

James G. Theisen

Commissioner Krafft moved, seconded by Commissioner Matthews, to approve Budget Resolution A, as amended to reflect grant funding to the Health Department that was already included in the 2022 Budget as submitted by the Controller. Motion carried, with a Nay vote recorded for Commissioner Harris.



BUDGET RESOLUTION A
September 21, 2021

WHEREAS, The Saginaw County Board of Commissioners ("Board") has examined the 2020 annual financial report and budget requests for the 2022 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 2022 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 2022 Saginaw County Budget as summarized below and set forth in the Budget/Audit Committee’s recommended budget dated September 21, 2021, 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 2022 BUDGET SUMMARY

<u>FUND NAME</u>	<u>2022 BUDGET</u>	<u>GENERAL FUND APPRO.</u>
General Operating	\$ 46,497,406	\$ 46,497,406
Law Enforcement	10,636,716	453,542
Parks & Recreation	1,879,923	-
GIS System	252,883	-
Friend of Court	5,757,869	1,632,326
Health Services	14,604,586	1,519,046
Solid Waste Management	400,400	-
Lodging Excise Tax	2,204,078	-
Principal Resident Exempt Denial	6,727	-
Event Center	2,401,188	-
Castle Museum & Historical Society	1,099,028	-



Commission on Aging	6,114,368	-
Mosquito Abatement Commission	4,222,818	-
Dredged Materials Disposal Facility	10,220	-
Planning	30,600	-
Brownfield Redevelopment Authority	600	-
Economic Development Corp	23,645	-
Public Improvement	1,114,933	-
Courthouse Preservation Technology	75,500	-
Animal Care & Control	2,342,545	-
Land Reutilization Fund	1,642,338	-
Small Cities Reuse	9,000	-
Register of Deeds Automation Fund	223,044	-
Indigent Defense System Fund	5,297,010	-
E-911 Telephone Surcharge	7,101,979	-
Mobile Data Maintenance/Replace	480,904	-
Local Correction Officers Training	88,991	-
Concealed Pistol Licensing	106,942	-
Law Library	57,500	51,000
County Library (Board)	50,000	-
MI Works-Service Centers	1,203,827	-
Michigan Works Administration	17,804,568	-
Remonumentation Grant	90,216	-
Special Projects	1,530,709	148,892
Sheriff Special Projects	862,173	-
American Rescue Plan Act Fund	153,892	-
Prosecutor Special Projects	308,013	40,181
Corrections Special Projects	569,257	-
MSU Extension Special Projects	6,000	-
Social Welfare	17,100	17,100
Child Care Probate/Juvenile Home	5,749,221	2,636,197
Child Care Welfare	-	-
Veterans Relief	8,000	8,000
Parking System	80,000	-
Delinquent Property Tax Foreclosure	2,680,414	-
Land Bank Authority	2,384,704	-
Airport	799,397	-
Inmate Services	1,650,171	-
Retiree Health Savings Plan	426,400	-
MERS Retirement Fund	5,543,347	-
Information Technology	5,390,856	-
Equipment Revolving Fund	3,800	-
Soil Erosion	151,766	-
Local Site Remediation Revolving	284,300	-



Board of Commissioners – September 21, 2021

Motor Pool	344,830	-
Risk Management	1,595,363	-
Investment Services	73,803	-
Employee Benefits	10,449,062	-
HealthSource Saginaw	328	-
Saginaw Children’s Zoo Millage	1,116,127	-
Library (Penal)	681,500	-
Post-Employment Health Benefits	7,004,093	-
DC Pension Trust Fund	<u>4,084,018</u>	-
TOTAL	<u>\$ 187,780,996</u>	<u>\$53,003,690</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 2021 tax year (Fiscal 2022 budget year) for a total County levy of 10.6100 mills including authorized debt service as summarized below:

2021 AUTHORIZED TAX RATES - FISCAL 2022 BUDGET MILLAGE SUMMARY

<u>Purpose</u>	<u>Millage</u>	<u>Fund</u>
General Govt Operations-July 2022	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	.4500 Mill	Event Center
Sheriff Services	1.7500 Mill	Law Enforcement
Animal Control	.4250 Mill	Animal Control
Saginaw Children’s Zoo	.2000 Mill	Children’s Zoo
Saginaw County 9-1-1 Authority	.2800 Mill	9-1-1 Authority
Health Department	<u>.4800 Mill</u>	Health Department
Total, Operating Millages	<u>10.1647 Mill</u>	
Debt-Hospital Bonds	<u>.4453 Mill</u>	Hospital Const. Debt
Total, Debt Millages	<u>.4453 Mill</u>	
GRAND TOTAL	<u>10.6100 Mill</u>	

** July 2022 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 \$187,780,996 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, 2021 and ending September 30, 2022; 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 (2022 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 \$475,526 of the estimated \$951,052 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 the United States Marshall Service/federal government to house inmates at \$70* per day with net proceeds (\$70* per day minus actual Jail related expenses currently estimated at \$80,000 annually) to support the Law Enforcement Fund in the minimum amount of \$431,000; and,

BE IT FURTHER RESOLVED #24, 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 #25, 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 #26, The Board of Commissioners hereby ratified or implemented the following labor agreements: TPOAM Courthouse Employees – expires 2021; COAM-Sheriff Unit II Sergeants – expires 2022; 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 2022; 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 – expired January 2021 (*at end of each contract year, the term shall be extended one additional year); and Health Officer Contract – expired October 2020 (*term automatically renews annually); and,

BE IT FURTHER RESOLVED #27, That it is the determination of the Board of Commissioners for the 2022 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.



Respectfully Submitted,
SAGINAW COUNTY BOARD OF COMMISSIONERS
Carl E. Ruth, Chairman
Adopted: September 21, 2021

Commissioner Krafft moved, seconded by Commissioner Theisen, to approve Budget Resolution B. Motion carried unanimously.

BUDGET RESOLUTION B
September 21, 2021

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, 2021 and ending September 30, 2022.

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 2021 Budget at rates of compensation set forth in attached Salary Schedules for the fiscal year beginning October 1, 2021 and ending September 30, 2022.

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 2022 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 Official's (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 nonunion 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.

Respectfully Submitted,

SAGINAW COUNTY BOARD OF COMMISSIONERS

Carl E. Ruth, Chairman

Adopted: September 21, 2021



RESOLUTION B
September 21, 2021
COUNTY OF SAGINAW
ELECTED/APPOINTED OFFICIALS COMPENSATION

NUMBER	TITLE	01/01/2021 AMOUNT	01/01/2022 AMOUNT
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	155,621 **	155,621 **
1	Clerk	86,934 *	86,934 *
1	Register of Deeds	85,452 *	85,452 *
1	Treasurer	96,201 *	96,201 *
1	Public Works Commissioner	96,047 *	96,047 *
1	Sheriff	116,250 *	116,250 *
1	Prosecutor	145,557 *	145,557 *
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 non-union employees.

** Judges’ annual salaries are paid pursuant to State law.



Commissioner Krafft moved, seconded by Commissioner Matthews, to approve Budget Resolution C. Motion carried unanimously.

**BUDGET RESOLUTION C
September 21, 2021**

WHEREAS, The Saginaw County Board of Commissioners (“Board”) has examined the 2022-2026 Capital Improvement Plan for the 2022 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 2022 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 2022 Fiscal Year.

Respectfully Submitted,

SAGINAW COUNTY BOARD OF COMMISSIONERS

Carl E. Ruth, Chairman

Adopted: September 21, 2021

**[COUNTY OF SAGINAW – 5 YEAR CAPITAL BUDGET]
[BEGINS ON NEXT PAGE]**



Board of Commissioners – September 21, 2021

**County of Saginaw
Five Year Capital Budget
Covering Years 2022-2026**

Capital Needs/Requests

Department	Total of Requests	Year Requested & Estimated Amount					
		2022		2023	2024	2025	2026
		Approved	Not Approved				
Animal Control	\$8,540,000	\$8,540,000	\$0	\$0	\$0	\$0	\$0
Board of Commissioners	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Circuit Court	\$341,335	\$61,267	\$0	\$122,534	\$122,534	\$25,000	\$10,000
Commission on Aging	\$516,000	\$20,000	\$0	\$124,000	\$124,000	\$124,000	\$124,000
Community Corrections / Jail Reimbursement Offices	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Controller's Office	\$1,500	\$1,500	\$0	\$0	\$0	\$0	\$0
County Clerk	\$20,000	\$5,000	\$15,000	\$0	\$0	\$0	\$0
70th District Court	\$161,000	\$15,000	\$31,000	\$25,000	\$30,000	\$60,000	\$0
Equalization	\$1,800	\$0	\$1,800	\$0	\$0	\$0	\$0
Family Division	\$50,000	\$20,000	\$5,000	\$25,000	\$0	\$0	\$0
Friend of the Court	\$158,000	\$158,000	\$0	\$0	\$0	\$0	\$0
Health Department	\$596,322	\$596,322	\$0	\$0	\$0	\$0	\$0
HW Browne Airport	\$3,671,500	\$303,500	\$0	\$1,531,500	\$135,000	\$836,500	\$865,000
Information Systems & Services	\$5,135,000	\$3,590,000	\$0	\$595,000	\$230,000	\$360,000	\$360,000
Juvenile Detention Center	\$534,500	\$167,750	\$0	\$167,750	\$159,000	\$40,000	\$0
Maintenance-Asbestos	\$255,000	\$51,000	\$0	\$51,000	\$51,000	\$51,000	\$51,000
Maintenance-Bagley St.	\$80,000	\$35,000	\$0	\$15,000	\$15,000	\$15,000	\$0
Maintenance-County Office Building	\$47,000	\$30,000	\$17,000	\$0	\$0	\$0	\$0
Maintenance-Courthouse	\$816,800	\$258,800	\$377,000	\$134,000	\$41,000	\$6,000	\$0
Maintenance-Other County Properties	\$705,650	\$294,250	\$361,400	\$50,000	\$0	\$0	\$0
Maintenance-Jail	\$58,000	\$8,000	\$25,000	\$25,000	\$0	\$0	\$0
Maintenance - Sheriff Admin./911	\$97,050	\$62,000	\$35,050	\$0	\$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	\$1,513,660	\$646,750	\$0	\$413,960	\$133,798	\$128,270	\$190,881
Parks & Recreation	\$927,500	\$280,000	\$0	\$388,500	\$100,000	\$109,000	\$50,000
Planning	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Probate Court	\$1,000	\$1,000	\$0	\$0	\$0	\$0	\$0
Prosecutor's Office	\$119,800	\$59,600	\$2,400	\$24,600	\$18,600	\$14,600	\$0



Board of Commissioners – September 21, 2021

Public Works	\$269,000	\$37,500	\$0	\$76,000	\$38,500	\$78,000	\$39,000
Register of Deeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sheriff Less than \$5,000 (Bulletproof Vests, Ammo, Taser Cartridges, Pepper Spray)	\$80,870	\$14,474	\$0	\$15,774	\$16,174	\$16,874	\$17,574
Sheriff-Inmate Services	\$31,500	\$6,300	\$0	\$6,300	\$6,300	\$6,300	\$6,300
Sheriff-Jail	\$158,504	\$43,329	\$8,200	\$19,143	\$19,143	\$50,489	\$18,200
Sheriff-Law Enforcement (Road Patrol)	\$2,218,637	\$500,472	\$0	\$467,108	\$415,538	\$415,152	\$420,367
Sheriff-Emergency Services	\$2,000	\$1,000	\$0	\$1,000	\$0	\$0	\$0
Treasurer's Office	\$4,000	\$4,000	\$0	\$0	\$0	\$0	\$0
Totals for All Departments	\$27,112,928	\$15,811,814	\$878,850	\$4,278,169	\$1,655,587	\$2,336,185	\$2,152,322
** See detail page for further departmental information							

Means of Financing	Total of Requests	Year Requested & Estimated Amount					
		2022		2023	2024	2025	2026
		Approved	Not Approved				
Animal Control	\$8,540,000	\$8,540,000	\$0	\$0	\$0	\$0	\$0
Building Authority	\$87,050	\$62,000	\$25,050	\$0	\$0	\$0	\$0
Child Care	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Commission on Aging	\$54,720	\$20,000	\$0	\$8,680	\$8,680	\$8,680	\$8,680
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	\$25,000	\$0	\$0	\$25,000	\$0	\$0	\$0
Donations	\$0	\$0	\$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	\$3,765,630	\$273,150	\$0	\$1,493,670	\$236,820	\$868,170	\$893,820
Friend of the Court	\$0	\$0	\$0	\$0	\$0	\$0	\$0
General Fund	\$115,000	\$37,500	\$0	\$0	\$38,500	\$0	\$39,000
Health Department	\$596,322	\$596,322	\$0	\$0	\$0	\$0	\$0
HW Browne Airport	\$183,575	\$15,175	\$0	\$76,575	\$6,750	\$41,825	\$43,250
Information Systems & Services	\$5,135,000	\$3,590,000	\$0	\$595,000	\$230,000	\$360,000	\$360,000
Inmate Services	\$31,500	\$6,300	\$0	\$6,300	\$6,300	\$6,300	\$6,300
Law Enforcement	\$2,218,637	\$500,472	\$0	\$467,108	\$415,538	\$415,152	\$420,367
Local Corrections Officer Training	\$44,000	\$8,700	\$0	\$8,800	\$8,900	\$8,900	\$8,700
Mosquito Abatement	\$1,513,660	\$646,750	\$0	\$413,960	\$133,798	\$128,270	\$190,881



Motor Pool	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Recreation	\$927,500	\$280,000	\$0	\$388,500	\$100,000	\$109,000	\$50,000
Public Improvement-General	\$2,933,822	\$1,016,604	\$820,600	\$539,884	\$386,134	\$160,600	\$10,000
Public Improvement-Restricted	\$471,504	\$102,329	\$33,200	\$95,143	\$70,143	\$101,489	\$69,200
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	\$36,870	\$5,774	\$0	\$6,974	\$7,274	\$7,974	\$8,874
Soil Erosion	\$154,000	\$0	\$0	\$76,000	\$0	\$78,000	\$0
State Grant	\$279,138	\$81,706	\$0	\$83,833	\$14,008	\$49,083	\$50,508
Unidentified	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$27,112,928	\$15,782,782	\$878,850	\$4,285,427	\$1,662,845	\$2,343,443	\$2,159,580

Commissioner Krafft moved, seconded by Commissioner Matthews, to approve Budget Resolution D. Motion carried unanimously.

**BUDGET RESOLUTION D
September 21, 2021**

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 2022 Budget a County Fee Schedule which shall set the various fees of the County for the fiscal year beginning October 1, 2021 and ending September 30, 2022; 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 2022 Budget.



Respectfully Submitted,
SAGINAW COUNTY BOARD OF COMMISSIONERS
 Carl E Ruth, Chairman
Adopted: September 21, 2021

COUNTY OF SAGINAW

Fee Schedule
 2021 ~ 2022 Budget

The following fees shall be incorporated into the fee schedules for the following departments and shall become effective on October 1, 2021.

<u>Fee Description</u>	<u>Authority</u>	<u>FY 2021 Approved Fee</u>	<u>FY 2022 Recommended Fee</u>
All Departments (Unless Otherwise Noted)			
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
Email Fee ("no-touch" document fee)	County	up to 5.00 per document emailed	up to 5.00 per document emailed
Re-Printing of W-2's	County	10.00	10.00

Animal Control			
Dog Licenses			
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
Miscellaneous Fees			
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



Board of Commissioners – September 21, 2021

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

Board of Commissioners			
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

Circuit Court			
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



Board of Commissioners – September 21, 2021

Commission on Aging			
Transportation Fees	County	\$2.00 one way trip	\$2.00 one way trip

County Clerk			
Assumed Name	State	\$16.00	\$16.00
Assumed Name Address Change		10.00	10.00
Assumed Name Discontinuance		10.00	10.00
Assumed Name Timely Renewal	State	14.00	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 28.425I(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
Fingerprinting Charges:			
CCW Fingerprinting Charge	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 first card + 5.00 each additional card	20.00 first card + 5.00 each additional card
Irrevocable Consent	State	2.00	2.00
Mailing Service Fee	County	1.00	1.00
Marriage Fees	State (MCL 551.7-j4)	20.00	20.00
Qualified Voter File Copies			
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
Qualified Voter File Maintenance			
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
Notarization			
Notary Bond Filing	State	10.00	10.00



Board of Commissioners – September 21, 2021

Notary Acknowledgement (per document)	County	5.00	5.00
Per Document no Typing	County	5.00	5.00
Per Document we do Typing	County	8.00	8.00
Passports			
Passport Application Processing Fee	Federal	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
Court Fees			
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	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	75.00
Divorce Packet with Children	County	85.00	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	5.00
Order of Filiations Fee	State	59.00	59.00
Record Search	County	10.00	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

District Court			
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



Board of Commissioners – September 21, 2021

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 + 10.00 electronic filing fee	150.00 + 10.00 electronic filing fee
Filing Fee (Claim \$1,750 - \$10,000)	State (MCL 600.8371)	65.00 + 10.00 electronic filing fee	65.00 + 10.00 electronic filing fee
Filing Fee (Claim \$600 - \$1,750)	State (MCL 600.8371)	45.00 + 10.00 electronic filing fee	45.00 + 10.00 electronic filing fee
Filing Fee (Claim less than \$600)	State (MCL 600.8371)	25.00 + 10.00 electronic filing fee	25.00 + 10.00 electronic filing fee
Claim and delivery (other than money judgment)	State (MCL 600.8371)	65.00 + 10.00 electronic filing fee	65.00 + 10.00 electronic filing fee
Claim and delivery (with money judgement)	State (MCL 600.8371)	150.00 + 20.00 electronic filing fee	150.00 + 20.00 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
Small Claims up to \$600	State (MCL 600.8420)	25.00 + 5.00 electronic filing fee	25.00 + 5.00 electronic filing fee
Small Claims \$600 - \$1,750	State (MCL 600.8420)	45.00 + 5.00 electronic filing fee	45.00 + 5.00 electronic filing fee
Small Claims \$1,750 - \$6,500	State (MCL 600.8420)	65.00 + 5.00 electronic filing fee	65.00 + 5.00 electronic filing fee
Summ Proceeding Possession Only	State (MCL 600.5756)	45.00 + 10.00 electronic filing fee	45.00 + 10.00 electronic filing fee
Summ Proceeding Claim up to \$600 (possession and money judgement)	State (MCL 600.8371)	70.00 + 20.00 electronic filing fee	70.00 + 20.00 electronic filing fee
Summ Proceeding \$600 - \$1,750 (possession and money judgement)	State (MCL 600.8371)	90.00 + 20.00 electronic filing fee	90.00 + 20.00 electronic filing fee
Summ Proceeding \$1,750 - \$10,000 (possession and money judgement)	State (MCL 600.8371)	110.00 + 20.00 electronic filing fee	110.00 + 20.00 electronic filing fee
Summ Proceeding \$10,000 - \$25,000 possession and money judgement)	State (MCL 600.8371)	195.00 + 20.00 electronic filing fee	195.00 + 20.00 electronic filing fee
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



Board of Commissioners – September 21, 2021

Minimum State Costs - Simple Misdemeanors	State (MCL 600.8381)	50.00	50.00
Minimum State Costs - Serious/Specified Misdemeanors	State (MCL 769.1j)	50.00	53.00
MOR Assessment Fee	Court	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	-
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

Equalization			
Electronic Transfer of Assessment Information	County	\$1,500.00	\$1,500.00
Services for Summer Tax Bills & Rolls (+ maint)	County	2.05 per parcel	2.05 per parcel
Services for Winter Tax Bills & Rolls	County	1.05 per parcel	1.05 per parcel
Special Assessment Rolls	County	0.50 per parcel	0.50 per parcel
Tax Bills, Roll Copies or Reports Above one Set	County	0.10 per page	0.10 per page
Appraisal Folders	County	0.60	0.60
Reports/Printouts	County	10.00 per report + 0.10 per parcel	10.00 per report + 0.10 per parcel
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

Family Division			
Adoption Fees			
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	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
Juvenile Hearings			
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

Friend of the Court			
Judgment Fees (Non IV-D) Modification of Custody or Parenting Time	State (MCL 600.2529)	\$80.00	\$80.00



Board of Commissioners – September 21, 2021

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	-
Payment Processing Fee Payers with Active Cases	State (MCL 600.2538)	0.25 per month	0.25 per month
Reimbursement - Marriage Counseling	County	Varies	-
Show Cause Court Fees	State (MCL 552.633)	100.00	100.00
Driver's License Clearance Fee	State (MCL 257.321c)	45.00	45.00
Investigation Fee	State (MCL 552.505g)	-	100.00

Health Department			
Laboratory Fees			
Routine Well Water Analysis-Coliform & Anions	County	\$28.00	\$29.00
Routine Well Water Analysis-Coliform, Anions & Cations	County	34.00	35.00
Pool/Spa Testing	County	30.00	31.00
Routine Coliform up to 72 Hours - Qualitative	County	17.00	17.00
Routine Coliform up to 72 Hours - Quantitative	County	21.00	22.00
Limited Chemistry (Anion Testing)	County	14.00	15.00
Expanded Chemistry (Anion & Cation)	County	19.00	20.00
Standard Plate Count Test	County	15.00	15.00
Blood Draw	County	10.00	10.00
Paternity Collection	County	28.00	29.00
VDRL (Syphilis)	County	15.00	15.00
Thayer Martin (GC)	County	15.00	15.00
Direct Gram Stain	County	4.00	4.00
Chlamydia/GC NAAT	County	36.00 - 80.00	29.05 - 80.00
Chlorine Wheel Calibration (EHS)	County	15.00	15.00
Reagent Preparation (KOH or Saline)	County	10.00	10.00
Dairy Coliform	County	19.00	19.00
Spore Strip Verification of Sterilization (Yearly Fee)	County	98.00	100.00
pH Analysis	County	13.00	14.00
Enrollment Fee	County	26.00	26.00
Drug Testing Confirmation	County	41.00	42.00
Single Analyte Drug Screen Quantitative	County	19.00	20.00
5 Panel Quantitative Urine Drug Screen	County	22.00	23.00
9 Panel Quantitative Urine Drug Screen	County	25.00	26.00
Rapid Drug Screen 10 Panel, includes secondary testing on positives	County	29.00	29.00
EtG (ethyl glucuronide)	County	22.00	23.00
Rice Water Testing	County	16.00	17.00
Legionella Testing in Water (Quantitative)	County	75.00	75.00
Late Fees	County	5% for every 30 days after 70 days	5% for every 30 days after 70 days
Environmental Health Fees			
License Surcharge	State of Michigan	TBD by MDA	TBD by MDA
Food Service 0-50 Seats	County	420.00	420.00



Board of Commissioners – September 21, 2021

Food Service 51-75 Seats	County	504.00	504.00
Food Service 76-100 Seats	County	620.00	620.00
Food Service 101+ Seats	County	809.00	809.00
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	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	32.00	33.00
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	315.00	315.00
Food Service Seasonal 51-75 Seats	County	378.00	378.00
Food Service Seasonal 76-100 Seats	County	467.00	467.00
Food Service Seasonal 101+ Seats	County	604.00	604.00
Temporary Food License			
License Surcharge	State of Michigan	TBD by MDARD	TBD by MDARD
Temporary Food 1-9 days	County	100.00	102.00
Temporary Food 10-14 days	County	126.00	130.00
Temporary Food 1-9 days (Non-Profit)	County	No Surcharge 53.00 w/educational training fee	No Surcharge 54.00 w/educational training fee
Temporary Food 10-14 days (Non-Profit)	County	No Surcharge 66.00 w/educational training fee	No Surcharge 67.00 w/educational training fee
Late Fee - 2-5 days before event	County	53.00	55.00
Late Fee - Friday before weekend event / day before weekday event	County	100.00	102.00
Late Fee - Day of event	County	Double Normal Fee	Double Normal Fee
Special Transitory Food Units (STFU)			
License Fee	State of Michigan	TBD by MDARD	TBD by MDARD
Inspection Fee	State of Michigan	TBD by MDARD	TBD by MDARD
Mobile Units			
License Fee	County	420.00	430.00
Plan Review			
Plan Review 0-50 seats	County	898.00	915.00
Plan Review 51-75 seats	County	1,076.00	1,090.00
Plan Review 76-100 seats	County	1,292.00	1,300.00
Plan Review 101+ seats	County	1,638.00	1,675.00
Plan Review STFU & Mobile	County	1,024.00	1,045.00
Plan Review Limited	County	714.00	725.00
Construction without plans submitted	County	Double Normal Fee	Double Normal Fee
Pre-opening follow-up inspection	County	278.00	285.00
Septic Permits - Residential			
Residential Septic Permit	County	462.00	470.00
Residential Septic Tank Only Permit	County	210.00	215.00
Failed Septic Inspection Follow Up Fee for Installer/Contractor	County	142.00	145.00
Septic Permits - Commercial			
Commercial Septic 1-1,000 gal/day	County	462.00	470.00



Board of Commissioners – September 21, 2021

Commercial Septic 1,001-2,000 gal/day	County	688.00	700.00
Commercial Septic 2,001-5,000 gal/day	County	824.00	840.00
Commercial Septic 5,001-10,000 gal/day	County	992.00	1,015.00
Installation/Construction of system w/o permit	County	Double Normal Fee	Double Normal Fee
Commercial Septic Tank Only Permit	County	210.00	215.00
Well Permits			
Residential Type III Well	County	215.00	220.00
Commercial Type III Well	County	247.00	250.00
Commercial Type II Well	County	362.00	370.00
Irrigation /Test Well - no sample	County	236.00	240.00
Installation w/o permit	County	Double Normal Fee	Double Normal Fee
Capacity/Quantity Test	County	200.00	204.00
Non-Community Level II Assessment	County	200.00	204.00
Type II Water Sample Collection Fee	County	89.00 + cost of samples	91.00 + cost of samples
Failed Well Inspection Follow Up Fee for Installer/Contractor	County	142.00	145.00
Septic Well Evaluations			
Mortgage Evaluation Well	County	215.00 + 26.00 per lead sample	220.00 + 26.00 per lead sample
Mortgage Evaluation Septic	County	347.00 + 26.00 per lead sample	355.00 + 26.00 per lead sample
Mortgage Evaluation Well & Septic	County	488.00 + 26.00 per lead sample	500.00 + 26.00 per lead sample
Performance Inspection Septic	County	347.00	350.00
Performance Inspection Septic & Well	County	488.00	500.00
MDHHS Inspections			
MDHHS Full Inspection	County	420.00	425.00
Other Programs			
Body Art Facility Inspection	County	200.00	205.00
Body Art Facility Plan Review	County	378.00	385.00
Land Evaluation (void @ 3 years)	County	315.00	320.00
Plat Review	County	599.00 + 17.00 per lot	610.00 + 17.00 per lot
Formal Hearing	County	693.00	700.00
Board of Appeals	County	420.00	430.00
Office Conference	County	210.00	215.00
Informal Hearing 2nd within two years	County	462.00	475.00
Food Workers Class	County	105.00	not offered any longer
Food Class - ServSafe	County	215.00	not offered any longer
ServSafe Retest	County	121.00	not offered any longer
ServSafe Recertification	County	121.00	not offered any longer
ServSafe Recertification (if cancelled in less than 2 days)	County	42.00	not offered any longer
Swimming Pools/Spas - Inspections	County	200.00 per location + 57.00 per additional pool	205.00 per location + 58.00 per additional pool
Swimming Pools/Spas - Follow-up Inspection	County	84.00	85.00
Mobile Home Parks 25 sites or less	State of Michigan	MDLARA Inspects	MDLARA Inspects
Mobile Home Parks 26 sites or more	State of Michigan	MDLARA Inspects	MDLARA Inspects
Solid Waste Fee	State of Michigan	As required by Act 451	As required by Act 451
Permanent Campground License	County	200.00	205.00
Temporary Campground License	County	100.00	105.00



Board of Commissioners – September 21, 2021

Temporary Campground License 1-25 sites	State of Michigan	TBD by EGLE	TBD by EGLE
Temporary Campground License 26-50 sites	State of Michigan	TBD by EGLE	TBD by EGLE
Temporary Campground License 51-75 sites	State of Michigan	TBD by EGLE	TBD by EGLE
Temporary Campground License 76-100 sites	State of Michigan	TBD by EGLE	TBD by EGLE
Temporary Campground License 101-500 sites	State of Michigan	TBD by EGLE	TBD by EGLE
Temporary Campground License 500+ sites	State of Michigan	TBD by EGLE	TBD by EGLE
Radon Test Kits	County	10.00	10.00
Soil Re-evaluation	County	110.00	113.00
Septic Installer Initial Registration	County	121.00	125.00
Septic Installer Registration	County	221.00 every three years	225.00 every three years
Engineered/Alternative System Review	County	278.00	285.00
Enforcement Re-inspections	County	147.00	150.00
Established Hourly Rate Reimbursement (billed in 1/4 hrs.)	County	210.00 per hour	215.00 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	215.00 per hour + lab fee	220.00 per hour + lab fee
Lead Risk Assessment	County	441.00	450.00
Lead Inspection	County	383.00	390.00
Combination Inspection/Risk Assessment	County	504.00	515.00
Clearance Sampling	County	326.00	330.00
Cemetery Development Review	County	593.00	605.00
Disinterment Permits	County	110.00	115.00
NSF Check Fee (subject to increase by the bank)	County	20.00	20.00
Immunization Fee Schedule			
Hepatitis A - Adult	County	70.00	75.00
Hepatitis A - Adolescent	County	40.00	50.00
Hepatitis B - Adult	County	75.00	80.00
Hepatitis B - Adolescent	County	40.00	40.00
Dtap-Hep B-IPV Pediarix	County	90.00	105.00
Dtap	County	35.00	45.00
Dtap-IPV-HIB Pentacel	County	110.00	120.00
Dtap-IPV Kinrix	County	60.00	65.00
Dt	County	65.00	70.00
Flu	County	25.00	30.00
HPV-9 Gardasil	County	235.00	255.00
IPV	County	45.00	50.00
Meningitis	County	135.00	155.00
Meningococcal B Bexsero	County	190.00	205.00
Meningococcal B Trumenba	County	160.00	170.00
MMR	County	85.00	110.00
HIB	County	35.00	40.00
Pneumonia	County	135.00	140.00
Prevnar	County	235.00	255.00
Rotavirus	County	90.00	140.00
TB Test	County	15.00	15.00
TD-PF	County	40.00	55.00
Tdap	County	50.00	55.00
MMR-V (ProQuad)	County	235.00	255.00



Zostavax (Zoster Vaccine)	County	220.00	220.00
Varicella	County	150.00	150.00
Shingrix	County	165.00	165.00
Dtap-IPV-Hib-HepB Vaxelis	County	-	140.00
Charge to Administer Vaccine	County	20.00 per injection	20.00 per injection
Family Planning Clinic			
Services			
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
Contraceptive Supplies			
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
Pharmaceuticals			
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
Sexually Transmitted Disease Clinic			



Board of Commissioners – September 21, 2021

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
Communicable Disease			
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

Information Systems & Services			
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

Jail Reimbursement Program			
Reimbursement - Inmates			
Day Parole/Work Release	County	Varies	Varies
Room & Board	State (PA 118)	Varies	Varies
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
Reimbursement - Collection Agencies			
CBM Collections	Contract	0.30	0.30
Reimbursement - Department of Corrections			
Room & Board - MDOC Parole Holds	State	\$35.00 per day	\$35.00 per day
Room & Board - Diverted Felons	State	45.00 - 65.00 per day	45.00 - 65.00 per day
Sobriety Treatment Court			



Board of Commissioners – September 21, 2021

IDA Assessment Fee	County	30.00	30.00
--------------------	--------	-------	-------

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

Haithco Recreation Area			
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
Imerman Memorial Park			
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
Price Nature Center			
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

Planning Commission

In-Stock Maps up to 11" x 17"	County	\$10.00	\$10.00
Aerial Photos	County	10.00	10.00



Board of Commissioners – September 21, 2021

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

Probate Court			
Multiple Types of Cases			
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
Decedents' Estate Cases			
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
Value of Estate as Reflected in Inventory			
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



Board of Commissioners – September 21, 2021

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
Applicable to Trusts			
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
Applicable to Guardianship cases under EPIC			
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
Applicable to Conservatorship Cases			
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
Applicable to Mental Health Code Cases			
Motions and Subsequent petition involving an estate derived from non-public sources	State (MCL 600.880(3))	20.00	20.00
Applicable to Civil Actions			



Board of Commissioners – September 21, 2021

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
Copy & Service Fees			
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

Public Works/Drain Commission			
Site Plan Review for Developments Impacting County Drains	Department	\$1,000.00	\$1,000.00
Soil Erosion and Sedimentation Control			
Residential Permit (12 Month)			
Minor Permit (less than 1 acre)	County	300.00	300.00
Major Permit (1 or more acres)	County	300.00 + 150.00 per acre over one	300.00 + 150.00 per acre over one
Residential Permit (18 Month)			
Minor Permit (less than 1 acre)	County	400.00	400.00
Major Permit (1 or more acres)	County	400.00 + 150.00 per acre over one	400.00 + 150.00 per acre over one
Industrial/Commercial Permit			
Minor Permit (less than 1 acre)	County	500.00	500.00
Major Permit (1 or more acres)	County	500.00 + 200.00 per acre over one	500.00 + 200.00 per acre over one
Mining Operation			
Minor Permit (less than 2 acres)	County	500.00	500.00
Major Permit (2 or more acres)	County	500.00 + 50.00 per acre over two	500.00 + 50.00 per acre over two
Utility Permit			
Minor Permit (less than 1 mile)	County	400.00	400.00
Major Permit (1 or more mile)	County	400.00 + 50.00 per mile over one	400.00 + 50.00 per mile over one
Annual Renewal of Existing Permit			
Mining Permit Renewal	County	300.00	300.00
Renewal for All Other Permits	County	same as initial fee	same as initial fee



Board of Commissioners – September 21, 2021

* Mining operation includes all evacuations for the purposes of removing and selling materials including the construction of ponds and/or lakes.			
--	--	--	--

Prosecuting Attorney			
Police Reports - Copying Costs	County	-	\$0.25 per page
Police Reports - CDs/DVDs	County	-	1.00 each
Police Reports - USB Thumb Drives	County	-	5.00 - 20.00 each
Register of Deeds			
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 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
Monarch Subscription Fee (Annual Access Fee)	County	12,000.00	12,000.00
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

Sheriff's Department			
Accident & Police Reports, Incarceration Record	County	\$8.00 first five pages	\$8.00 first five pages
Accident & Police Reports, Incarceration Record	County	1.0 per page after 2.0 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



Board of Commissioners – September 21, 2021

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 arraignment	37.50 per arraignment
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
Drug Testing Lab Confirmation Fees	County	25.00	35.00
Processing of Probate Background Checks	County	-	10.00

Solid Waste			
Solid Waste Surcharge	County Ordinance #108 (Am. 2013)	\$0.674 per cubic yard	\$0.674 per cubic yard
Annual Licensing Fees to Haul Solid Waste			
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

Treasurer			
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

(B) Budget Audit Committee – D. Krafft, Chair; C. Boyd, Vice-Chair

- **COMMISSIONER BOYD**, re: Approval of \$500 bonus to every Saginaw County Employee who can provide proof of vaccination against COVID-19 or its variants prior to the end of FY 2021

August 17, 2021 Board Session

Krafft moved, seconded by Tany, to approve 4.9. Discussion was held regarding criteria, eligibility, clarification of “employee” definition, and whether or not American Rescue Plan Act (ARPA) funds could be used, with some commissioners expressing an interest in holding further discussion. After discussion, Theisen moved, seconded by Boyd, to table the matter to the September 21, 2021 Board Session (Unfinished Business) and to place for discussion on the September Budget/Audit Committee meeting agenda. Motion carried unanimous by roll-call vote.

September 9, 2021 Budget/Audit Committee

Motion to adopt a Vaccination Payment Plan in accordance with 42 USC §802(c)(1)(A), commonly known as the American Recovery Plan Act (ARPA), to pay Saginaw County employees who qualify under the terms of the Act, an incentive payment of \$500 if they provide proof of vaccination against the COVID-19 virus or its variants no later than October 31, 2021; Proof is to be provided to the Saginaw County Controller.

September 14, 2021 Executive Committee

Discussion was held regarding the ability of individuals to formally opt-out of the Vaccination Payment Plan, if approved at the Board Session. Civil Counsel was directed to provide language regarding opting out.

September 21, 2021 Board Session

- *Discussion was held regarding the original motion. Boyd moved, seconded by Theisen, to amend the language and exempt elected officials. Motion carried unanimously. Krafft moved, seconded by Matthews, to change the date to provide proof of vaccination to the Controller’s Office to October 31, 2021. Motion carried unanimously. Boyd moved, seconded by Theisen, to amend the language to include “current” employees. Motion carried unanimously.*



- ***Krafft moved, seconded by Tany, to approve the main motion as amended. Motion carried by the following roll-call vote:
Yes: Winiecke, Tany, Boyd, Matthews, Theisen, Krafft, Little, Webster, and Ruth – 9
No: Harris, Ewing – 2
Total: - 11***

PROCLAMATIONS

PROCLAMATION General Aviation Appreciation Month

WHEREAS, Saginaw County in the State of Michigan has a significant interest in the continued vitality of general aviation, aircraft manufacturing, aviation educational institutions, aviation organizations, and community airports. General aviation and the Saginaw County H.W. Browne Airport have an immense economic impact on Saginaw County; and,

WHEREAS, According to the 2017 Michigan Aviation System Plan, general aviation airports in Michigan support over \$5.2 billion in total economic output. It not only supports Michigan’s economy, it improves overall quality of life by supporting emergency medical and healthcare services, law enforcement, fire-fighting and disaster relief, investments in sustainable fuels and technologies, and investments in innovative experimental technology like Vertical Takeoff and Landing vehicles, and by transporting business travelers to their destinations quickly and safely; and,

WHEREAS, These aircraft and our network of airports represent a national public benefit, and Congressional oversight should be in place of this system to ensure that it remains a public system and serves communities of all sizes; and,

WHEREAS, General aviation has been deeply impacted by the COVID-19 pandemic, causing an impact on operations, jobs, and dependent industries, sectors, and communities and it stands to be at the forefront of the overall economic recovery; and,

WHEREAS, The United States faces a shortage of aviation professionals and leaders should invest in this critical infrastructure to ensure future economic growth and our next generation of aviation professionals and pilots.

NOW, THEREFORE, BE IT RESOLVED, The Saginaw County Board of Commissioners hereby proclaims October as General Aviation Appreciation Month and declares general aviation a vital strategic asset to Saginaw County.

Respectfully Submitted,
Saginaw County Board of Commissioners
Carl E. Ruth
Chair, District #10

Adopted: September 21, 2021



APPOINTMENTS

- ✓ Chairman Ruth appointed Debbie Vasquez-Hinderliter (*to fill a vacancy*) on the **Mosquito Abatement Commission** for a term that expires January 1, 2024.

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. 9-21-1 from County Clerk Vanessa Guerra)

DEMOCRAT

James Lewis - Incumbent
 Clint Bryant
 Brandell Adams

REPUBLICAN

Greg Schmid - Incumbent
 William Azelton
 Helene Wiltse

Democrat James Lewis and Republican William Azelton, 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.

CHAIR ANNOUNCEMENTS

- Chairman Ruth announced the Michigan Association of Counties (MAC) Annual Meeting begins this weekend and recommended commissioners speak to legislators about ARPA funding.



COMMISSIONER AUDIENCES

- Commissioner Little asked commissioners to support a youth bowling fundraiser by purchasing \$5 raffle tickets.
- Commissioner Harris stated the discussion with representatives from Mobile Medical Response (MMR) at the Committee of the Whole held prior to this meeting was very useful and beneficial. He would like more informational meetings, in addition to the reports made tri-annually to the Courts & Public Safety Committee.
- Commissioner Krafft stated Frankenmuth is back in full swing! Big Country Fest is Friday, October 1st and Saturday, October 2nd at Heritage Park in the Harvey Kern Pavilion.

By Commissioner Harris, seconded by Commissioner Matthews: That the Board adjourn. Carried. Thereupon, the Board adjourned at 5:52 p.m.

Respectfully Submitted,

SAGINAW COUNTY BOARD OF COMMISSIONERS

CARL E. RUTH, CHAIRMAN

VANESSA GUERRA, COUNTY CLERK

Prepared by: Suzy Koeplinger, Deputy County Clerk