

# AGENDA

## COURTS & PUBLIC SAFETY COMMITTEE

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

**Tuesday, April 6, 2021 – 4:00 p.m.**

**VIA ZOOM PER PA 267 of 1976/PA 228 of 2020  
& Local Emergency Declaration dated April 1, 2021**

Members: Sheldon Matthews - Chair, Kathy Dwan - Vice-Chair, Christopher Boyd, Kyle Harris, Carl Ruth  
Others: Robert Belleman, Civil Counsel, Koren Thurston, Jennifer Broadfoot, Board Staff, *Media*

*The Courts & Public Safety Committee meeting will be held via Zoom.*

*As the County Building is closed to the public, except by appointment, this meeting is being held remotely pursuant to and consistent with PA 267 of 1976 / PA 228 of 2020 and a Local Emergency Declaration dated April 1, 2021.*

*For public comment, please utilize the "Raise Hand" option if on Zoom or \*9 if calling in.*

County of Saginaw is inviting you to a scheduled Zoom meeting.

Topic: **See Agenda below**

Date/Time: **April 6, 2021 04:00 PM EST**

Join Zoom Meeting: <https://zoom.us/j/8024441727> Meeting ID: **802 444 1727**

**INSTRUCTIONS using ZOOM audio conferencing:**

Dial: **1 (877) 853-5257** or **1 (888) 475-4499** and enter Meeting ID: **802 444 1727**

- I. Call to order
- II. Welcome
- III. Correction/Approval of Minutes (*February 2, 2021 – Attached – Did not meet in March*)
- IV. Public comment
  - *Speakers limited to 3 minutes*
  - *Please utilize the "Raise Hand" option if on Zoom or \*9 if calling in*
- V. Agenda
  1. **William Federspiel, Sheriff, re:**
    - **4-20-8** Requesting discussion of the employee wellness reimbursement program and to give an update on the Saginaw County Sheriff's Office (*Receive & File*)
  2. **Robert Belleman, Controller/CAO, re:**
    - **4-20-12** Submitting a Status Report on the Saginaw County Adult Detention & Sheriff Administration Building Project (*Receive & File*)
- VI. Miscellaneous
- VII. Adjournment

# MINUTES

## COURTS & PUBLIC SAFETY COMMITTEE

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

**Tuesday, February 2, 2021 – 4:00 p.m.**

**VIA TELECONFERENCE PER PA 228 & PA 254 of 2020**

Present: Sheldon Matthews – Chair (*Spaulding Twp, MI*), Kathy Dwan - Vice-Chair (*Freeland, MI*), Christopher Boyd (*Saginaw, MI*), Carl Ruth (*Saginaw, MI*)

Absent: Kyle Harris

Others: Robert Belleman, Dave Gilbert, Mary McLaughlin, Amy Deford, Bonnie Kanicki, Vanessa Guerra, Jennifer Broadfoot, Josh Brown, Commissioner Michael Webster, Norm Bamberger, Mark Thompson, Jason MacDonald, Undersheriff Mike Gomez, Veronica Horn, Suzy Koeppinger, Sue Arceo, Cindy Louchart

***The Courts & Public Safety Committee meeting was held via Zoom.  
As the County Building is closed to the public, the meeting was open remotely  
to allow participation during the public portion of the meeting.***

- I. Call to order---**Matthews at 4:00 p.m.**
- II. Welcome--**Roll-call with location taken by County Clerk**
- III. Correction/Approval of Minutes (*January 12, 2021 - Attached*)  
---**Moved by Ruth, seconded by Boyd, to approve. Motion carried.**
- IV. Public comment (*Speakers limited to 3 minutes*)---**None**
- V. Agenda
  1. **Mark Thompson, President, Mobile Medical Response (MMR), re:**
    - **2-16-2** Providing its Tri-Annual Report on response times and other related information  
---**Mark Thompson and Jason MacDonald presented MMR's Tri-Annual Report. Moved by Dwan, seconded by Boyd, to receive and file. Motion carried by unanimous vote.**
  2. **Russell L. Bush, M.D., M.P.H./Randy Pfau, Dir. of Operations and Emergency Mgmt., MIFSM, re:**
    - **2-16-3** Requesting appointment of Randy Tashjian, M.D. as Chief Deputy Medical Examiner, pursuant to MCL 52.201 et seq.  
---**Dr. Bush announced that Randy Pfau is now the Director of Operations and Emergency Management for MIFSM. Dr. Bush stated that Randy has already created an extremely good environment for them and those they are working with. Discussion was held regarding the duties of the Chief Deputy Medical Examiner. Moved by Dwan, seconded by Boyd, to approve. Motion carried by unanimous roll-call. (Board Report)**
  3. **Mary McLaughlin, Community Corrections Manager, re:**
    - **2-16-4** Presenting information on Community Corrections and Jail Reimbursement and the impact each department has to the county  
---**Information on file. No Action.**

4. **Robert Belleman, Controller/CAO, re:**

- **2-16-10** Submitting a Status Report on the Saginaw County Adult Detention & Sheriff Administration Building Project (*Receive and File*)  
**---Moved by Dwan, seconded by Ruth, to receive and file. Motion carried by unanimous roll-call.**

VI. Miscellaneous

**~~Commissioner Boyd requesting consideration, re: WITHDRAWN~~**

- ~~Commissioner access to Saginaw County public records~~
  - ~~Compliance with Board Rule 4.10 (Corrected as Board Rule 2.1)~~
  - **---Withdrawn but discussion was held regarding Board Rule 2.1 and posting of minutes under the Open Meeting Act.**
  - ~~Review of purchasing evaluations on SCACC bidding process~~
- **2-16-11 SHERIFF** requesting waiver of the travel ban that was approved by the Board of Commissioners on April 9, 2020 due to the COVID-19 pandemic for the purpose of sending command personnel to Internal Affairs training  
**---Undersheriff Gomez apologized for the late submittal. Undersheriff is requesting a waiver for the ban on Out-of-State business travel to allow Lt. Marsha Austin and Administrative Sergeant Travis Henige to attend training at the Internal Investigation School in Florida in March 2021. Undersheriff said that they will quarantine and work from home when they return. Controller Robert Belleman suggested the Board of Commissioners might want to consider rescinding the Out-Of-State business travel ban altogether. After discussion, Robert Belleman or Jennifer Broadfoot will contact Health Officer Christina Harrington to see if it is still necessary for employees to quarantine after traveling out of Michigan. Moved by Dwan, seconded by Ruth, to approve repealing the Board of Commissioners decision to prohibit travel to seminars and workshops made on April 9, 2020. Motion carried by unanimous roll-call. (Board Report)**

**[NOTE: Jennifer Broadfoot reached out to Christina Harrington to inquire about the Health Department's position on out of state travel (personal and/or professional). Ms. Harrington recommended the County re-instate the requirement for County employees who travel out of state not to return to the office for ten (10) days. The employee could either work from home (if position allows) or use their PTO to cover the ten day period.]**

VII. Adjournment---**Moved by Dwan, seconded by Boyd, to adjourn. Motion carried. Time being 5:05 p.m.**

Respectfully Submitted,  
Cindy L Louchart, Committee Clerk  
Vanessa Guerra, County Clerk  
Sheldon Matthews, Committee Chair



**SAGINAW COUNTY SHERIFF'S OFFICE**

311 S. Harrison Street • Saginaw, MI 48602  
PH: 989.790.5400 FAX: 989.790.5429

**WILLIAM L. FEDERSPIEL**  
*Sheriff*

4-20-8

**MIGUEL GOMEZ**  
*Undersheriff*

March 30, 2021

**COURTS &  
PUBLIC SAFETY**

Dear Chairman Matthews,

I request to be placed on the agenda for the Courts and Public safety Committee to discuss the employee wellness reimbursement and to give an update on items at the Saginaw County Sheriff's Office.

William L. Federspiel

Sheriff Saginaw County

RECEIVED  
SAGINAW COUNTY  
BOARD OF COMMISSIONERS  
2021 MAR 30 PM 3:01



# COUNTY OF SAGINAW

OFFICE OF COUNTY CONTROLLER

111 SOUTH MICHIGAN AVENUE  
SAGINAW, MICHIGAN 48602

## COURTS & PUBLIC SAFETY

March 31, 2021

Carl E. Ruth, Chairman  
Board of Commissioners  
County of Saginaw  
111 S. Michigan Avenue  
Saginaw, MI 48602

**ROBERT V. BELLEMAN**  
Controller/Chief Administrative Officer  
rbelleman@saginawcounty.com

4-20-12

RECEIVED  
SAGINAW COUNTY  
BOARD OF COMMISSIONERS  
2021 MAR 31 PM 12:35

**Re: SAGINAW COUNTY ADULT DETENTION & SHERIFF ADMINISTRATION  
BUILDING PROJECT STATUS REPORT**

Dear Chairman Ruth:

The Saginaw County Building Authority is scheduled to meet tomorrow April 1, 2021 to receive an update from gga, Spence Brothers and Spicer Group on the progress of the Saginaw County Adult Detention & Sheriff Administration Building Project ("Jail Project"). Spence Brothers is resolving items on the Jail Open Work Orders Log, a copy of which is attached herewith. I firmly believe the County of Saginaw and the Saginaw County Sheriff's Department can be proud of this state-of-the-art, \$38 million, 511 bed facility housing the Sheriff's Department administration, law enforcement road patrol and Saginaw County inmates.

Dore Associates completed the demolition of the former Saginaw County Jail in early March 2021. Eagle Excavation has been on site backfilling the former jail basement with sand and installing the tunnel that will be used to transport inmates to and from the Saginaw County Courthouse to the Jail securely and safely.

Spence Brothers will be constructing an approximately 80 spaced parking lot adjacent to the 9-1-1 Authority and former Sheriff Administration Building this Spring. The parking will be used by Saginaw County employees, 9-1-1 personnel and police officials required to conduct business in the Courthouse and Governmental Center.

I am attaching a copy of Saginaw County Building Authority meeting minutes from the January 7, 2021 and February 4, 2021 meetings for your review.

Sincerely,

  
Robert V. Belleman  
Controller/CAO

C: Board of Commissioners  
Leslie Gregory, Heritage Square Neighborhood Association  
Pastor Ted McCulloch, First Presbyterian Church

| Issue # | Issue                                | Description  | Contractor Identified | Date Closed | Ball In Court | Status                               | Resolved? | Comments   |
|---------|--------------------------------------|--|-----------------------|-------------|---------------|--------------------------------------|-----------|--|
| 1       | Fire pump                            | Not addressed  | 11/25/20              | 3/5/21      | Tony          | Maintenance Contracts Priceless      | Yes       |  |
| 2       | Willingby Toilets                    | Even with correct resets/ongoing problems  | 8/10/20               | 3/5/21      | Tony          | Maintenance Monitoring               | Yes       |  |
| 3       | Window North Wall                    | Corrected  | 11/25/20              | 3/11/20     |               | Corrected                            | Yes       |  |
| 4       | Medical Temps                        | Corrected  | 11/25/20              | 3/11/20     |               | Corrected                            | Yes       |  |
| 5       | Rooflops                             | MARK (maintenance HVAC Tech) assures me there are still issues with RTU 2003                         | 11/25/20              | 3/11/20     | Tony          | Maintenance Investigating Issues     | No        | Tony to provide feedback on issue from Spence to address   |
| 6       | Rooflop Unit 1001                    | Corrected  | 11/25/20              | 3/11/20     |               | Corrected                            | Yes       |  |
| 7       | Kitchen-Temp                         | Still tripping out no numerous occasions   | 11/25/20              | 3/11/20     | Ben           | Leobhar Will Be on Site 2.9 @ 9:30   | Yes       | See attached Documentation   |
| 8       | Water Heaters                        | Corrected  | 9/17/20               | 3/11/20     |               | Corrected                            | Yes       |  |
| 9       | Sally Port Area                      | As noted   | 11/25/20              | 3/11/20     |               | Confirmed UST Removal is Acceptable  | Yes       | There will be no disruption to the County  |
| 10      | Underground Sanitary Work @ New Jail | As noted   | 11/25/20              | 3/11/20     |               | Confirmed UST Removal is Acceptable  | Yes       |  |
| 11      | Work Orders Distributed on 3-27-21   | Confirmed it shall be removed with proper procedures   | 11/25/20              | 3/11/20     |               | Confirmed UST Removal is Acceptable  | Yes       |  |
| 12      | UPS                                  | Display reads "no mains found"   | 1/27/21               | 2/12/21     | Ben           | Thiel Contacted to Review            | Yes       |  |
| 13      | Laundry                              | When dryers operating and louvers open, the room temperatures way below normal acceptable conditions | 1/27/21               | 2/12/21     | GSA/Spicer    | Aaron worked with Mark for a fix     | No        | Aaron Worked was on site again on 3-22-21 to provide additional recommendations for corrections.                           |
| 14      | Cooling Side - AHU001                | Short cycling when brought on line for operations - wasn't resolved                                  | 1/27/21               | 2/12/21     | Tony          | Aaron worked with Mark for a fix     | No        | Same AS issue 16 Above   |
| 15      | Signage                              | No Signs on office doors/Sign Company was dismissed  | 1/27/21               | 2/8/21      | Ben           | Adjusting 2.5-21/Paint After         | Yes       | These sign type P's appear to be a paper insert Sign. Paper inserts would be Owner Provided.                               |
| 16      | Locker Room Doors                    | Basement locker room doors need to be painted and adjusted   | 1/27/21               | 2/8/21      | Ben           | Adjusting 2.5-21/Paint After         | Yes       |  |
| 17      | Clean Walls                          | Walls need to be cleaned from leaks by admin entrance  | 1/27/21               | 2/8/21      | Ben           | Spence Scheduling                    | Yes       |  |
| 18      | Road Sergeants Office                | Road Sergeants/Admin Sgt's office needs to be repaired from leak. Baseboards, cleaning, painting     | 1/27/21               | 2/24/21     | Ben           | Installed                            | Yes       |  |
| 19      | Storm Shelter Sign                   | Storm shelter sign has not been attached to the wall   | 1/27/21               | 2/24/21     | Ben           | Installed                            | Yes       |  |
| 20      | Toilets Flushing Improperly          | Toilets throughout the jail not flushing properly  | 1/27/21               | 2/8/21      | Tony          | New Hardware set is on Order.        | Yes       | Spence Found no Toilet Flushing Issues beyond what's already discussed with Cell flush valves.                             |
| 21      | Door Handle Broken                   | Door handle in the hallway of the storm shelter broken   | 1/27/21               | 2/8/21      | Tony          | New Hardware set is on Order.        | No        | Still functioning but it very sloppy and needs replacement.  |
| 22      | Feeding Doors                        | Feeding doors on the 2nd and 3rd floor not latching  | 1/27/21               | 2/8/21      | Tony          | Spence to Review                     | No        | Inmates have filled doors with debris and food. Ebony to Compile list of doors that need to be cleaned and recommissioned. |
| 23      | Kitchen Storage Door                 | Kitchen storage door lock keeps spinning   | 1/27/21               | 2/8/21      | Ben           | Will Be Addressed/Replaced on 2-5-21 | Yes       |  |
| 24      | Entrance Door Lock                   | Entrance door leading to admin offices from the lobby lock just spins                                | 1/27/21               | 2/8/21      | Ben           | Will Be Addressed/Replaced on 2-5-21 | Yes       |  |
| 25      | Sidewalk Wet Closet                  | Closet for the sidewalk melt has dirt/dust on the floor, looks like something exploded in there      | 1/27/21               | 2/8/21      | Ben           | Will Be Addressed/Replaced on 2-5-21 | Yes       | Ebony Found a Vacuum and cleaned this up. No Issue Found.  |
| 26      | Cracking on Wall                     | Cracking on wall across from the attorney visit rooms  | 1/27/21               | 2/8/21      | Ben           | Spence Scheduling                    | No        | See Item 48  |
| 27      | Cracking Tiles to Replace            |  |                       |             |               |                                      |           |  |
| 28      | Rifle Room                           | Replace Ceilings Tiles   | 2/9/21                | 2/5/21      | Ben           | Will Be Addressed/Replaced on 2-5-21 | Yes       |  |
| 29      | Evidence Room                        | Replace Ceilings Tiles   | 2/9/21                | 2/5/21      | Ben           | Will Be Addressed/Replaced on 2-5-21 | Yes       |  |
| 30      | Between the 2 single restrooms       | Replace Ceilings Tiles   | 2/9/21                | 2/5/21      | Ben           | Will Be Addressed/Replaced on 2-5-21 | Yes       |  |
| 31      | Transport Office                     | Replace Ceilings Tiles   | 2/9/21                | 2/5/21      | Ben           | Will Be Addressed/Replaced on 2-5-21 | Yes       |  |
| 32      | Outside of Transport Office          | Replace Ceilings Tiles   | 2/9/21                | 2/5/21      | Ben           | Will Be Addressed/Replaced on 2-5-21 | Yes       |  |
| 33      | Inmate Elevator Lobby                | Replace Ceilings Tiles   | 2/9/21                | 2/5/21      | Ben           | Will Be Addressed/Replaced on 2-5-21 | Yes       |  |
| 34      | Metabol                              | Replace Ceilings Tiles   | 2/9/21                | 2/5/21      | Ben           | Will Be Addressed/Replaced on 2-5-21 | Yes       |  |
| 35      | Intakes                              | Replace Ceilings Tiles   | 2/9/21                | 2/5/21      | Ben           | Thiel to Replace due to Camera       | Yes       |  |
| 36      | In-Custody Interview Room            | Replace Ceilings Tiles   | 2/9/21                | 2/5/21      | Ben           | Thiel to Replace due to Camera       | Yes       |  |
| 37      | Jail Side Staff Entrance             | Replace Ceilings Tiles   | 2/9/21                | 2/5/21      | Ben           | Will Be Addressed/Replaced on 2-5-21 | Yes       |  |
| 38      | Jail Side Staff Entrance Hallway     | Replace Ceilings Tiles   | 2/9/21                | 2/5/21      | Ben           | Will Be Addressed/Replaced on 2-5-21 | Yes       |  |
| 39      | Jail Sergeants Office                | Replace Ceilings Tiles   | 2/9/21                | 2/5/21      | Ben           | Will Be Addressed/Replaced on 2-5-21 | Yes       |  |
| 40      | Admin Staff Entrance Hallway         | Replace Ceilings Tiles   | 2/9/21                | 2/5/21      | Ben           | Will Be Addressed/Replaced on 2-5-21 | Yes       |  |
| 41      | Detectives Bureau Hallway            | Replace Ceilings Tiles   | 2/9/21                | 2/5/21      | Ben           | Will Be Addressed/Replaced on 2-5-21 | Yes       |  |
| 42      | Men's Locker Room                    | Replace Ceilings Tiles   | 2/9/21                | 2/5/21      | Ben           | Will Be Addressed/Replaced on 2-5-21 | Yes       |  |
| 43      | Inmate Elevator Lobby                | Replace Ceilings Tiles   | 2/9/21                | 2/5/21      | Ben           | Will Be Addressed/Replaced on 2-5-21 | Yes       |  |
| 44      | Hallway by Pod F                     | Replace Ceilings Tiles   | 2/9/21                | 2/5/21      | Ben           | Will Be Addressed/Replaced on 2-5-21 | Yes       |  |
| 45      | Bollards for Front of Building       |  |                       |             |               | Scheduling Work                      | No        |  |
| 46      | Recycling Enclosure                  | Excavate, Foundations, Gates for new Recycling Enclosure.  | 11/1/21               | 2/18/21     | Ben           | Scheduling Work                      | No        |  |
| 47      | MAU                                  | MAU won't heat   | 2/18/21               | 2/18/21     | Ben           | Fixed Same Day.                      | Yes       |  |

| <u>Floor</u> | <u>Room</u>                      | <u>Date Initiated</u> | <u>Ball-In-Court</u> | <u>Resolved?</u> | <u>Comments</u> |
|--------------|----------------------------------|-----------------------|----------------------|------------------|-----------------|
| Basement     | Rifle Room                       |                       |                      |                  |                 |
| Basement     | Evidence Room                    |                       |                      |                  |                 |
| Basement     | Between the 2 single restrooms   |                       |                      |                  |                 |
| Basement     | Transport Office                 |                       |                      |                  |                 |
| Basement     | Outside of Transport Office      |                       |                      |                  |                 |
| 1st          | Inmate Elevator Lobby            |                       |                      |                  |                 |
| 1st          | Medical                          |                       |                      |                  |                 |
| 1st          | Intake                           |                       |                      |                  |                 |
| 1st          | In-Custody Interview Room        |                       |                      |                  |                 |
| 1st          | Jail Side Staff Entrance         |                       |                      |                  |                 |
| 1st          | Jail Side Staff Entrance Hallway |                       |                      |                  |                 |
| 1st          | Jail Sergeants Office            |                       |                      |                  |                 |
| 1st          | Admin Staff Entrance Hallway     |                       |                      |                  |                 |
| 1st          | Detectives Bureau Hallway        |                       |                      |                  |                 |
| 1st          | Men's Locker Room                |                       |                      |                  |                 |
| 2nd          | Inmate Elevator Lobby            |                       |                      |                  |                 |
| 2nd          | Hallway by Pod F                 |                       |                      |                  |                 |

**MINUTES**  
**Saginaw County Building Authority**  
**Thursday January 7, 2021**  
**Zoom Conference Call**  
**111 S. Michigan**  
**Saginaw, MI 48602**

Chairman Robert Belleman called the meeting to order at 10:30 a.m. via Zoom.

Members Present:

Robert Belleman in Saginaw Township, MI; L. William Smith in Saginaw, MI; Tim Novak in Saginaw, MI; Leon Turnwald in Saginaw, MI; and Ann Marie Batkoski in Saginaw, MI.

Absent: None.

Others Present: Ben Willson (Spence Bothers), Terry Blanchard (Gga), Kevin Rost (Gga), Darrick Huff (Spicer), Lt. Rasco (Sheriff's Office), Lt. Kerns (Sheriff's Office), Tanika Williams (Controller's Office), Judge A.T. Frank, Kelly Suppes (Controller's Office), BOC Chairman Carl Ruth, Josh Brown (I.T.), Norm Bamberger (MyMember Insurance), & Leslie Gregory (HSNA).

Public Comment: Leslie Gregory simply wished everyone and safe and healthy New Year.

Member/Treasurer Novak moved to approve the December 3, 2020 meeting minutes, seconded by Member Batkoski. Tanika Williams conducted roll call and the motion was approved (5-0). Motion carried.

**Jail Construction Project Updates**

**Gga**

*Furniture, Fixture, Equipment- Final Cost Summary:* Kevin Rost stated they received the final quotes from Lt. Rasco this morning and will get them plugged into the FF&E spreadsheet. He stated he will send it to Chairman Belleman, Koren Thurston & Kelly Suppes today.

*Other:* Kevin Rost stated there is nothing further to report.

**Spence Brothers**

*Project Progress Update- Punch List:* Ben Willson stated the punch list is complete.

*"Soaping" Block Walls- Cost Alternatives to Remedy the Masonry Appearance in 3<sup>rd</sup> Stairwell:* Ben Willson stated they are currently tightening up the stairwells and stair three (3) will be done this week. He stated they will all be complete by the next meeting.

Ben Willson stated he has a couple door hardware changes submitted by Lt. Rasco; there had been some warranty issues with some automated hardware and they have been troubleshooting them. Mr. Willson stated it looks like they will need a few new locks and will be finalizing desired hardware in certain locations. He stated he knows there is a new Maintenance



Director being trained by Annette Taylor, and they will be planning a meeting to make sure there are no new issues with the jail.

Mr. Willson stated the list of warranties for all items, with contact persons, was provided digitally. He stated he has a hardcopy of the warranties & closeouts and can provide to anyone who is interested. He agreed to drop them off to Chairman Belleman's office for the new Maintenance Director, Anthony DePelsMaeker.

*Review P.C.O List:* Ben Willson stated he does not have updates for the P.C.O. list.

*Jail Demolition, Backfill, Tunnel Work, Site Work, & Parking Lot Cost Breakout:* Ben Willson stated they are making progress and thinks the demo will be complete in 3 weeks. He reported having the tunnel deliveries scheduled for February 7, 2021; he stated Spence Brothers will be onsite at least until after paving occurs in April. Mr. Willson stated the sanitary line is still being reviewed as Annette Taylor still has some concerns. He stated once the basement is completely demolished in a couple weeks they will put together a proposal on how they plan to handle the existing sanitary lines that goes from the existing Sheriff's headquarters to the final destination. He stated the proposal will include the costs and what will be done, and this will be shared with Kevin Rost to move forward accordingly.

*Other:* Ben Willson stated if there are any ongoing issues report it to Maintenance and they will pass it on to Spence Brothers over the next couple of months. Terry Blanchard recommended Kevin Rost visit again for another walk through with Mr. Willson. Mr. Rost agreed. Chairman Belleman asked to be notified so he can attend.

Member/Treasurer Novak asked if the ongoing toilet issues had been resolved. Ben Willson stated 12 diaphragms were delivered to Maintenance and they will be installed on the most problematic toilets. He stated he thinks welding the hoods on the toilets has alleviated most of the issues.

### **Spicer**

*Tunnel Lighting- Relocating Light Fixtures to Ceiling:* Kevin Rost stated he has been working with Darrick Huff on this. He stated Mr. Huff will be running some photometrics on swapping out the proposed wall mounted lights for a less expensive ceiling mounted fixture.

Mr. Rost asked how the inmates are cuffed/chained during transport through the tunnel. Lt. Rasco stated they are transported with belly chains and ankle shackles. Mr. Rost suggested, since they are restrained in such a way, going with an institutional light fixture that has a shatterproof, polycarbonate lens on it versus a full-blown detention fixture. He stated it would save on costs and would be feasible since the inmates are detained the way they are. Lt. Rasco stated they didn't have a detention-grade light fixture in the old tunnel, so she does not think it would be necessary in the new tunnel. She stated MDOC may have to approve it. Chairman Belleman asked Mr. Rost to submit a communication to Lt. Rasco for approval. Mr. Rost agreed and stated he will get with Mr. Huff to select an institutional fixture with lighting levels of 10-15 feet. He stated they will copy Chairman Belleman and get the thumbs up from Ben Willson to see what Theil can do. Lt. Rasco agreed to manage the communication.

*Other:* Darrick Huff is to be Spicer's point of contact for the remainder of the jail project.

### **Sheriff's Department Updates**

*Training of Correction Officers Update:* Lt. Rasco stated they were waiting for holidays to pass, and the training will begin next week.

*Other:* Lt. Rasco stated there are some elevator issues. She stated maintenance contract may be needed with the elevator company because it is getting expensive each time they have to come out. Chairman Belleman asked Lt. Rasco to reach out to Anthony DePelsMaeker (the new Maintenance Director) and copy Annette Taylor, she is still training him this week. Lt. Rasco stated she has spoken to Ms. Taylor and they will be sitting down to get it set up.

Lt. Rasco stated some doors were malfunctioning due to an adjustment being needed, and that was done this morning. The issue was fuses continuously being burned out and strike plates being too high.

Lt. Rasco stated the medical windows are no longer leaking and staff are thankful.

Lt. Rasco stated one microphone was moved from one end of the Sally port closer to the door about two weeks ago, and this adjustment of the microphone has helped a lot.

Lt. Rasco stated all of the parking space signs have not been installed, and will be needed once heavy snow falls. Chairman Belleman stated he will check with Maintenance on that.

Kevin Rost stated the ramp area bollards were never installed in front of the Sheriff Administration Building. Chairman Belleman stated it is a security issue and needs to be addressed.

Ben Willson discussed the recycling dumpster and stated they need to figure out what kind of enclosure will be placed there. Lt. Rasco stated there is a dumpster on the pad that was dropped off, but it is not enclosed. Kevin Rost confirmed it is a City requirement to have an enclosure. Chairman Belleman asked if the wood front can be incorporated around all aspects. Mr. Willson stated he believes they can make a fence, but thinks knowing the requirements is key. He asked if someone can report the options to him. Darrick Huff of, Spicer, said he will provide the City of Saginaw requirements for the dumpster enclosure to Mr. Willson and Mr. Rost today.

Terry Blanchard asked if the camera at the front entry has been addressed. Ben Willson stated he was told they can see around the column enough and thought it was a dead issue. Lt. Rasco stated it has not been an issue, but she will discuss with the Undersheriff and report what she finds out.

Lt. Kerns asked about the expiration date of the Accurate Controls contract as a maintenance agreement may be needed. Lt. Rasco stated the contract is two years. Ben Willson stated the two years commences from occupancy which is March 6, 2020.

Member Smith inquired about the drainage issue. Ben Willson stated they all have been installed and no issues have been reported.

Member Smith inquired about the damage to the streets adjacent to the neighborhoods. Chairman Belleman stated there was a unanimous agreement of preexisting damages. He stated there was a section the City has raised via email from Louie Taylor (City Engineer) regarding the concrete on Harrison Street. Mr. Willson stated during the walkthrough it was apparent which cracks were old and which were new. He stated if they want to negotiate a settlement as to what needs to be repaired. He stated, however, at this point appears to be accusations that cannot be quantified. Chairman Belleman stated there are three (3) zip drives of video that he should review. He stated there may need to be a meeting with Tim Morales, Phil Karwat, Beth London, Louie Taylor, Ben Willson and himself to try to wrap it up. Mr. Willson stated he had a walkthrough with Mr. Taylor on Monday and there was some discussion afterwards as to what damage incurred as a result of the jail project, but the conversation stopped there. Chairman Belleman stated this may need to be a separate conversation with the City of Saginaw to determine their expectations.

Member/Treasurer inquired about the Dow Event Center Project. Chairman Belleman stated Kelly Suppes assembled the additional documentation Commissioners requested and it will be submitted to the County Services Committee Meeting next week in hopes of obtaining Board approval for awarding the construction manager (CM) contracts for the Dow Event Center and the new Animal Control Building. He stated they utilized the Responsible Contractor Policy's guidelines that were approved by the Board in December and applied it to the selection of the CM for both projects. Chairman Belleman stated it is now back to the County Services Committee and if they recommend it to the Board on January 19<sup>th</sup>, then the green light will be given for both projects to commence. Chairman Belleman stated the idea is once the Board approves the CM on both projects, the Dow Event Center Project will be turned over to the Building Authority to administer. He stated there is one step left before the Animal Control project is passed on to the Building Authority, which includes selecting a CM and review and approval of the final project budget.

BOC Chairman Ruth inquired about Annette Taylor's "list of deficiencies" at the jail. Chairman Belleman stated mentioned the fire pump issue. Ben Willson stated he gave the name and number of Steven Studer so a time/date could be identified. He stated he is unsure if that has been done and would have to defer to Ms. Taylor. Mr. Willson stated there had been issues with the hot water heaters on levels 2 & 3, and he wants to make sure there is a well-established records of those working appropriately before the warranties are up. He stated the other issue is the flush valves which are pending installation. Mr. Willson confirmed everything else has been addressed. Lt. Rasco reported no further concerns. Mr. Willson stated Dore has pulled their permits for the sanitary sewer & underground fuel tank.

The next Building Authority Meeting will be held on February 4, 2021 at 10:30 AM via Zoom Conference Calling.

Member Smith moved to adjourn the meeting, seconded by Member Turnwald. Motion carried.

The Zoom meeting was adjourned at 11:11am.

**MINUTES**  
**Saginaw County Building Authority**  
**Thursday February 4, 2021**  
**Zoom Conference Call**  
**111 S. Michigan**  
**Saginaw, MI 48602**

Chairman Robert Belleman called the meeting to order at 10:33 a.m. via Zoom.

Members Present:

Robert Belleman in Saginaw Township; Tim Novak in Carrollton Township; Leon Turnwald in Buena Vista Township; Ann Marie Batkoski in the City of Saginaw; and L. William Smith in Saginaw (late entrance)

Absent: None.

Others Present: Ben Willson (Spence Bothers), Terry Blanchard (Gga), Kevin Rost (Gga), Darrick Huff (Spicer), Lt. Rasco (Sheriff's Office), Undersheriff Gomez (Sheriff's Office), Tanika Williams (Controller's Office), Judge A.T. Frank, Kelly Suppes (Controller's Office), BOC Chairman Carl Ruth, Vice Chair Shelden Matthews, Josh Brown (I.T.), Tony DePelsMaeker (Maintenance), Norm Bamberger (MyMember Insurance), Zack Robinson (MyMember Insurance), & Leslie Gregory (HSNA).

Public Comment: Leslie Gregory (Saginaw, MI) stated he has no public comment.

Member Batkoski moved to approve the January 7, 2021 meeting minutes, seconded by Member Turnwald. Tanika Williams conducted roll call and the motion was approved (4-0). Motion carried.

**Jail Construction Project Updates**

Chairman Belleman stated he sent a summary from the meeting he had with Ben Willson, Terry Blanchard, Shane Willis, & Tony DePelsMaeker to ensure a coordinate effort to resolve the outstanding issues. He stated they would like to determine who's responsible for what and the status of the tasks to provide to the Building Authority and the Board of Commissioners. Chairman Belleman stated he wanted to stress Spence Brothers, Reimer Plumbing, Gga, Spicer, and the County of Saginaw are working in concert to ensure the building is functioning in a way everyone envisioned it to function. He asked that everyone be patient & communicate as there will be, and will continue to be, some hiccups and issues as with any new building. He apologized to Undersheriff Gomez & his staff for all their frustrations. He stated some things are taking longer due to relying on subcontractors to investigate, evaluate and recommend ways to resolve the issues.

## **Gga**

*Furniture, Fixture, Equipment- Final Cost Summary:* Kevin Rost stated they sent off the last spreadsheet & PDF to ensure everything has been quoted correctly. He stated once Lt. Rasco confirms the final spreadsheet can be sent. . He asked that if other items are needed to let him know. Lt. Rasco stated she has not had time to review the information due to her being on vacation, but she will do so at her earliest convenience. She agreed to get back with Mr. Rost.

*Letter regarding modifying tunnel light styles for MDOC review:* Kevin Rost stated he spoke with Darrick Huff at Spicer and provided a letter with their recommendations last week, which is now in Spence Brothers' hands. He stated the recommendation is to change to a more secure, less expensive fixture that is still safe for the environment. Chairman Belleman stated the letter was circulated and the next step is for Lt. Rasco to send it to MDOC for their sign off, and for Theil Electric to prepare the install the light fixtures. Lt. Rasco stated she and Lt. Kerns are working on it.

*Recycling Dumpster Enclosure:* Ben Willson stated he met with Spicer on Monday, and they've determined the recommended location is where the current recycling dumpster is located. He stated Spicer is putting together a drawing to submit to the City of Saginaw. He stated typically the City would be okay with doing something similar to what was done with the trash dumpster enclosure, but he desires to verify the proposed recycling enclosure meets the City's requirements.

Darrick Huff stated he anticipates Spicer to have the sketch with details and location done next week. He stated his thought is to contact the City over the phone to get an informal approval. Chairman Belleman stated if a verbal approval is obtained, Mr. Huff should request they follow up with a written approval. Lt. Rasco confirmed the Sheriff's Department is okay with the proposed location of the recycling enclosure.

*Other:* Kevin Rost stated it was brought to his attention there were some temperature or heating issues in the laundry room He stated he will be reaching out to Mr. Huff and his staff to get it evaluated and obtain a recommendation on how to resolve the issue.

Kevin Rost stated he knows there was a need to schedule another walk-thru prior to the 1-year warranty expiration. He stated Larry Goldberg would like to come the week of March 1<sup>st</sup>. Chairman Belleman and Ben Willson stated that week works for them. Mr. Rost stated he will let Mr. Goldberg know and his staff can get the trip scheduled.

## **Spence Brothers**

*Project Progress Update- Punch List:* Ben Willson stated he compiled an Excel spreadsheet of all the items discussed during the recent meeting and forwarded the spreadsheet to Tony DePelsMaeker, Director of Maintenance. He stated they will be married to the list until all issues are resolved; 99% of the items listed should be resolved tomorrow.

Mr. Willson moved forward by addressing the issues mentioned by Undersheriff Gomez:

Grease Trap Issue: Mr. Willson stated the first grease trap issue did not leak at that location. He stated they investigated more last night and it appears the pipe was damaged. He stated they saw some pads were leaned against it. He stated he thinks what happened is the fire proofer

came in and pushed against the pipe too hard when trying to reach the tight spaces and cracked the fitting. He stated the reason it was never noticed before is it was on top of the fitting and unless the sewer line backed up (as it has now) you would never know it was damaged. He stated it was a construction issue and was cracked after the inspection. He assured it was not something that was known before and not addressed. Mr. Willson stated the first issue was indeed addressed. He stated the first incident did not back up as far as it did this time. He stated now that they have a process going forward he doesn't foresee there being another issue.

Pipe Caulking: Mr. Willson stated all the penetrations should be fire caulked. He stated he will walk through levels 2 and 3 to make sure all areas are fire caulked or if anything needs to be caulked again to ensure there are no further issues with water getting into the offices. He stated he will come out today and tomorrow to get it done.

Stairwell Completion Prolonged: Mr. Willson stated he was surprised to hear the walls weren't painted. He stated before the end of the day today he will have a date as to when they will be painted and it shouldn't go beyond a few days from now. Terry Blanchard suggested he coordinate so the walls that need to be repainted can be done at the same time. Mr. Willson agreed. He stated there was a misunderstanding as he anticipated whoever completed the restoration from the leak would correct the issues and didn't know they were expected to do so. He stated he will schedule a day and time to get it done.

Administrative Offices Door Handles: Mr. Willson stated they will come out to correct the door handles that were on the list. He stated if there are more please let him know. He stated when they do the 11-month walkthrough any systemic issues can be addressed at that time.

3<sup>rd</sup> Floor Water Damage: Mr. Willson stated the fault is on Spence Brothers and he was unaware there were any pending issues. He stated now that they have the list he and Mr. DePelsMaeker will be able to coordinate everything.

Member Smith asked if the mentioned issues unique to the Saginaw Jail project or are they common with virtually every new major construction. Mr. Willson stated the County is not experiencing anything abnormal and nothing we've seen indicates there will be continued future issues. Chairman Belleman stated it is important to put it all into perspective, but we must also be very cognizant of the staff's perspective of the issues and how they don't see the issues being addressed as quickly as they would like. Kevin Rost also stated is not uncommon to experience a few issues with plumping, flooring, HVAC issues, etc. when you have a building of this size; there will be some kinks. He stated it's a great plan to keep the communication open to get everything taken care of faster and keep everyone informed. Member Turnwald stated the hiccups presented are very minor based on his experience with jobs like this. He stated these are the kind of hiccups that come with any kind of construction, especially when you have people living in the construction and constant use & movement. He stated this is why you'd have a General Contractor as compared to a Construction Manager; this would probably be the only way to have the issues resolved quicker as the Construction Manager (CM) would resolve them himself. He stated it would behoove the County to consider a GC for future projects.

Kevin Rost stated, about the grease trap leak, the building also has a sand-oil interceptor that runs off of the vehicular Sally Port. He stated it handles all the road grime & debris that goes down the trench drains. He stated it will eventually need to be cleaned out to avoid a similar back up. Chairman Belleman thanked him for bringing this to the Building Authority's attention and asked Tony DePelsMaeker and the Maintenance Department to inspect on a routine basis.

*Repair of Stairwell #3 Walls:* Ben Willson stated he will have the date today as to when the stairwell walls will be painted, and outlets reinstalled.

*Print copy of warranties & contract information to County- Delivered?* Ben Willson stated he will hand deliver it to Mr. DePelsMaeker today or tomorrow.

*Review P.C.O List:* Ben Willson stated he does not have anything notable to discuss, but future items to be discussed will revolve around the sanitary line. He stated they reworked the tunnel and took a section out, so money will be coming back to County.

*Jail Demolition, Backfill, and Tunnel Work, Site Work, & Parking Lot- Progress status:* Ben Willson stated it is scheduled to be done on February 12, 2021, and the new tunnel pieces are scheduled to arrive on the 15<sup>th</sup> or 16<sup>th</sup> of February.

*Sanitary sewer line final design:* Ben Willson stated he is waiting for the last bit of debris to be removed in order to go in and determine if they will take a new sanitary line over the existing slab over to the road or if they will place a lift station and dump it out to Harrison Street sanitary sewer line. He stated they will decide on the cheapest option for the County.

*Installation of bollards in front of the Sheriff Administration Building:* Ben Willson stated this is in Gga and the Sheriff's Office court to tell Spence Brothers what to do. Terry Blanchard stated there was a note sent last week and asked for a comment from the Sheriff's Office. Lt. Rasco stated she will make sure Sheriff Federspiel reviews it today and she will report which one they want.

*Relocation of camera behind column on front of Sheriff Administration Building:* Lt. Rasco stated they have not had any issues. She agreed to report what Sheriff Federspiel wants to do by the end of the day.

*Harrison Street repairs City has requested- status/next step:* Ben Willson stated they are in process of scheduling a meeting to review the footage again to determine what took place on those roads in order to put this item to rest.

*Other:* Ben Willson stated he knows Pumford was out today to replace the electric strike in the basement and he is trying to get Theil out to get it wired. He stated for the time being it is taped open so the doors can be used. Lt. Rasco stated Pumford was in today. Mr. Willson stated they are waiting for from Thiel Electric to return. He stated he may come out today to obtain a key fob again for the carpenter use. Lt. Rasco said they are already done and in Master Control for him.

## **Spicer**

*Tunnel Lighting- Relocating Light Fixtures to Ceiling:* Chairman Belleman stated he believes this topic has been addressed and the letters have been written. Kevin Rost confirmed.

*City's requirements for recycling dumpster enclosure:* Chairman Belleman stated we've already discussed the enclosure, Darrick Huff will have the design next week, and he will obtain written City approval.

## **Sheriff's Department Updates**

*Training of Correction Officers Update:* Lt. Rasco stated everyone will be trained this week on how to use the software and they will kick off February 8<sup>th</sup>.

*Parking Space Signs- Update:* Lt. Rasco stated they have not been installed yet. Tony DePelsMaeker agreed to get with her to get the signs installed.

*Other:* Lt. Rasco stated they never did anything about runners and floor mats for the lobby, which has been an issue keeping them clean due to people entering with wet feet. She stated she has a quote from Cintas. Chairman Belleman asked that she get with Kelly Suppes as the County has a contract with Cintas.

The next Building Authority Meeting will be held on March 4, 2021 at 10:30 AM via Zoom Conference Calling.

Member/Treasurer Novak moved to adjourn the meeting, seconded by Member Turnwald. Motion carried.

The Zoom meeting was adjourned at 11:16am.