

WAYS AND MEANS COMMITTEE

AGENDA

TUESDAY, APRIL 7, 2015

4:00 P.M.

COMMISSION CHAMBERS, FOURTH FLOOR, BAY COUNTY BUILDING

PAGE NO.

- I CALL TO ORDER
- II ROLL CALL
- 1- 4 III MINUTES (3/3/15)
- IV PUBLIC INPUT
- V PETITIONS AND COMMUNICATIONS
 - A. Court Administrator
 - 5-21 1. Pilot Project with Court Innovations (CI) **(Seeking approval of Agreement with Court Innovations, authorization for Board Chair to sign - program presentation and proposed resolution attached)**
 - 22-24 2. CourtHouse Technologies - Jury Service **(Seeking approval of Agreement with CourtHouse Technologies, authorization for Board Chair to sign - proposed resolution attached)**
 - 25-26 3. Grants from Family Drug Court and Juvenile Drug Court Programs **(Seeking authorization to apply for grant funding for both programs through the State Court Administrative Office - proposed resolution attached)**
 - B. Probate & Juvenile Court Administrator - Grant Applications for Family Dependency Drug Court and Juvenile Drug Court **(Seeking approval of submittal of grant application, authorization for Board Chair to sign - proposed resolution attached)**
 - C. Sheriff Department
 - 29-30 1. Replacement Patrol Vehicle **(Seeking appropriation to purchase replacement BAYANET vehicle, monies from fund balance - proposed resolution attached)**
 - 31-33 2. Bay County Emergency Management - Port Security Grant Program - Marine Patrol Boat **(Seeking authorization to make application for PSGP funding for Marine Patrol boat, authorization for Board Chair to sign - proposed resolution attached)**

- 34-35 D. Bay County Prosecutor - Assistant Prosecuting Attorney (**Seeking approval to fill Assistant Prosecuting Attorney vacancy resulting from appointment of John Keuvelaar as Probate Judge; authorize waiver of pay policy if candidate has 10 or more years of prosecution experience and/or Probate Court dependent/neglect experience - proposed resolution attached**)
- 36-40 E. Mid-State Health Network - Addendum to Intergovernmental Agreement for Oversight Policy Board (**Seeking approval of addendum, authorization for Board Chair to sign - proposed resolution attached**)
- 41-42 F. Michigan Green Schools Coordinator/Gypsy Moth Program Coordinator - Michigan Green Schools Initiative Participation and School Recognition (**Seeking approval of proposed resolution recognizing All Saints Catholic Elementary School, Auburn Area Catholic School, Bay-Arenac ISD Career Center and John Glenn High School as Evergreen Level Michigan Green Schools**)
- 43-47 G. MSU-E District Coordinator - Revised Work Plan (**Seeking approval of Revised Work Plan and required budget adjustments pertaining to transition of staff, hiring temporary 4-H Tech Wizards support staff and covering cost of MSUE support staff person - proposed resolution attached**)
- 48-55 H. 2015 Bay County Equalization (**Proposed resolution attached**)
- I. Health Director
- 56-57 1. Amendment # 1 to FY 2014-2015 Agreement with Michigan Department of Environmental Quality (**Seeking approval of amendment, authorization for Board Chair to sign, approval of budget adjustments related to this amendment - proposed resolution attached**)
- 58-59 2. Amendment # 2 to FY 2014-2015 Comprehensive Planning, Budgeting and Contracting Agreement (**Seeking approval of amendment, authorization for Board Chair to sign, approval of budget adjustments related to this amendment - proposed resolution attached**)
- 60-61 J. Director of Environment Affairs and Community Development - Acceptance of Contribution for Purchase of EZ Dock at Bay City State Recreation Area (**Seeking acceptance of \$14,400 from Bay Area Chamber of Commerce Foundation-Community Foundation for purchase of EZ Dock, authorization for Board Chair to sign required documents, approval of budget adjustments related to this contribution - proposed resolution attached**)
- 62 K. Project Manager - Buildings & Grounds - Community Center Kitchen Final Project Update (**Receive**)
- L. Director of Recreation and Facilities
- 63-64 1. Bay County Market (**Seeking approval of one (1) year extension of Lease Agreement for County Market and Market Restaurant, authorization to proceed with RFI and RFP for Market properties, authorization to pursue grant funding for enhancements to Market properties - proposed resolution attached**)

**WAYS AND MEANS COMMITTEE
MINUTES**

MEETING OF THE BAY COUNTY WAYS AND MEANS COMMITTEE HELD ON TUESDAY, MARCH 3, 2015, FOURTH FLOOR, BAY COUNTY BUILDING.

CALL TO ORDER BY CHAIR COONAN AT 4:05 P.M.

ROLL CALL:

MOTION NO.

COMMISSIONERS PRESENT:	1	2	3	4	5	6	7	8	9	10	11	12	
KIM J. COONAN, CHRMN	P	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	
DONALD J. TILLEY, V. CHRMN	P	Y	Y	M/Y	Y	M/Y	M/Y	Y	Y	M/Y	M/Y	S/Y	Y
MICHAEL J. DURANCZYK	P	M/Y	S/Y	S/Y	Y	Y	Y	Y	S/Y	Y	S/Y	Y	Y
VAUGHN J. BEGICK	P	Y	Y	Y	S/Y	Y	Y	Y	Y	Y	Y	Y	Y
THOMAS M. HEREK	P	Y	Y	Y	Y	S/Y	S/Y	Y	Y	S/Y	Y	Y	M/Y
MICHAEL E. LUTZ	P	Y	Y	Y	M/Y	Y	Y	Y	Y	Y	Y	Y	S/Y
ERNIE KRYGIER, EX OFFICIO	P	S/Y	M/Y	Y	Y	Y	Y	S/Y	M/Y	Y	Y	M/Y	Y

MOTION NO.

COMMISSIONERS PRESENT:	13	14	15	16	17	18	19	20	21	22	23	24
KIM J. COONAN, CHRMN	Y	Y	Y									
DONALD J. TILLEY, V. CHRMN	Y	S/Y	Y									
MICHAEL J. DURANCZYK	Y	Y	M/Y									
VAUGHN J. BEGICK	Y	Y	Y									
THOMAS M. HEREK	Y	Y	Y									
MICHAEL E. LUTZ	S/Y	M/Y	Y									
ERNIE KRYGIER, EX OFFICIO	M/Y	S/Y	S/Y									

MOTION NO.

COMMISSIONERS PRESENT:	25	26	27	28	29	30	31	32	33	34	35	36
KIM J. COONAN, CHRMN												
DONALD J. TILLEY, V. CHRMN												
MICHAEL J. DURANCZYK												
VAUGHN J. BEGICK												
THOMAS M. HEREK												
ERNIE KRYGIER, EX OFFICIO												

OTHERS PRESENT: T.HICKNER, C.GIGNAC, A.DAVIS-JOHNSON, C.HEBERT, D.RUSSELL, K.PRIESSNITZ, C.HOWELL, T.CUNNINGHAM, R.JIMINEZ, K.ASBURY, J.STRASZ, J.ANDERSON, J.RIVET, B.KRAUSE, T.ROEHR, J.MORSE, R.PABALIS, BAY 3 TV, D.BERGER

M-MOVED; S-SUPPORTED; Y-YEA; N-NAY; ABS.-ABSTAIN; E-EXCUSED; A-ABSENT; W-WITHDRAWN

**WAYS AND MEANS COMMITTEE
MINUTES
TUESDAY, MARCH 3, 2015
PAGE 2**

MOTION NO.

NOTE: In addition to these typed minutes, this Committee meeting was also video taped by Bay 3 TV and those tapes are available for review in the Executive's Office or can be viewed on Bay County's website www.baycounty-mi.gov/executive/videos.

- 1** **MOVED, SUPPORTED AND CARRIED TO APPROVE THE MINUTES OF THE FEBRUARY 3, 2015 WAYS AND MEANS COMMITTEE MEETING AS PRINTED.**

Public input was called with no one expressing a desire to address the Committee.

A request from the Sheriff seeking authorization to pursue bids for commissary services was explained by Undersheriff Troy Cunningham. The County absorbs 65% of costs for indigents, however, it is felt that bidding out this service should provide a savings to the County. Following brief discussion, it was

- 2** **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE BIDDING OUT COMMISSARY SERVICES (SHERIFF DEPT.).**

An Agreement PROFC14-09001 with the Michigan Department of Human Services was next on the agenda. It was noted this is a 50/50 grant and the matching funds have been budgeted. It was

- 3** **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION APPROVING THE AGREEMENT WITH THE MICHIGAN DEPARTMENT OF HUMAN SERVICES (PROSECUTOR).**

- 4** **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION APPROVING THE CRIME VICTIM RIGHTS GRANT AGREEMENT (PROSECUTOR).**

- 5** **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION APPROVING THE VICTIMS OF CRIMES ACT (VOCA) GRANT FOR THE 2015-2016 GRANT CYCLE (PROSECUTOR).**

**WAYS AND MEANS COMMITTEE
MINUTES
TUESDAY, MARCH 3, 2015
PAGE 3**

MOTION NO.

The VOCA grant has a 80/20 funding split. Committee Chair Coonan requested that in the future additional information be provided on the funding and the County's match requirement as well as if the grant is receiving greater funding or if, in fact, there has been a reduction in funding.

6 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE HEALTH CARE COST ALLOCATION FROM SELF-INSURANCE FUND WHICH WAIVES THE PROVISION THAT EMPLOYEES COVERED BY HEALTH INSURANCE CONTRIBUTE 15% TOWARDS THE WELLNESS CENTER DURING THE TWO YEAR PERIOD 2014-2015 (PERSONNEL).**

7 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND 3/3/15 BOARD APPROVAL OF THE PROPOSED RESOLUTION RE ELEVATOR REPAIR \$22,000 APPROPRIATION (RECREATION AND FACILITIES - BUILDINGS AND GROUNDS).**

8 **MOVED, SUPPORTED AND CARRIED TO RECEIVE THE PROJECT MANAGER'S (RICK PABALIS) UPDATE REPORT, WRITTEN AND VERBAL, ON THE COMMUNITY CENTER PROJECT (RECREATION AND FACILITIES - BUILDINGS AND GROUNDS).**

Jay Anderson, GIS Manager, and Joseph Rivet, Drain Commissioner, explained the 2015 Orthophotography project with the addition of LiDAR and the long-term benefit of this project. It was

9 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE 2015 ORTHOPHOTOGRAPHY PROJECT WITH THE ADDITION OF LiDAR (ENVIRONMENTAL AFFAIRS; GIS; DRAIN OFFICE).**

10 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE GRANTS FOR COMMUNITY HEALTH ASSESSMENT FUNDING (HEALTH DEPARTMENT).**

11 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE SUBMITTED PAYABLES (GENERAL; CENTER RIDGE ARMS).**

**WAYS AND MEANS COMMITTEE
MINUTES
TUESDAY, MARCH 3, 2015
PAGE 4**

MOTION NO.

- 12 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE SUBMITTED GIS BUDGET ADJUSTMENT (FINANCE).**
- 13 **MOVED, SUPPORTED AND CARRIED TO RECEIVE THE ANALYSIS OF GENERAL FUND EQUITY 2015 (FINANCE).**
- 14 **MOVED, SUPPORTED AND CARRIED TO RECEIVE EXECUTIVE DIRECTIVE #2007-11 (FINANCE).**

Commissioner Begick advised he would have a resolution on the Board agenda supporting the 2015 Walk for Warmth sponsored by the Mid-Michigan Community Action Agency. He encourage participation either by actually walking or pledging monies.

There being no further business, it was

- 15 **MOVED, SUPPORTED AND CARRIED TO ADJOURN (4:18 P.M.).**

Submitted by:

Deanne Berger

**Deanne Berger
Board Coordinator**

- 4 -



18th JUDICIAL CIRCUIT COURT
74th JUDICIAL DISTRICT COURT

1230 Washington Avenue
Bay City, Michigan 48708-0010

KIM B. MEAD
Court Administrator

Phone: (989) 895-4266
Fax: (989) 895-4099
meadk@baycounty.net

April 1, 2015

Kim J. Coonan, Chair
Ways and Means Committee
Bay County Commissioners
515 Center Avenue
Bay City, Michigan 48708

Commissioner Coonan:

Bay County's 74th District Court and Prosecutor's Office have been participating in a pilot project with Court Innovations (CI). With a goal to create an online process for offenders to more easily resolve certain types of tickets or warrants, CI worked with a couple of Michigan District Courts to design, test and implement an online solution. Bay was one of those courts.

Implementation was in September 2014 and as of early March, over 239 cases have been resolved, an additional 64 were in process with the average processing time being 6.1 days.

Traditionally, defendants would contact the Court and be given a date to appear for a pre-trial hearing, where they would meet with a Prosecuting Attorney who would review the case and determine if it was eligible for a reduction of the offense. They would then appear before a Magistrate who would accept their plea and assess costs and fines. This process takes two or more weeks before resolution.

With CI's online application, the defendant visits the website indicated on the ticket where they enter some basic information to identify themselves and ultimately request a review. The Prosecuting Attorneys routinely check their in-box for requests. Using the online system, they review the case and either make an offer or determine that they are ineligible for a reduction. The individual receives an email telling them of the result. If they agree to the charge they can resolve their ticket and process their payment without ever visiting the Court Facility.

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Now that the pilot project has come to an end, CI is marketing their online solution to all Michigan Courts. Since Bay participated in the development, we can continue utilizing the software solution without incurring the new-user start-up fees. Ongoing, there is a transaction fee of \$5 for any current transaction. Outstanding transactions incur a fee greater of \$10 or 10% of outstanding amounts. These transactions would typically be failure to pay warrants. A type of case Bay chose to include in the pilot project to see if any outstanding unpaid transactions could be collected. For the remainder of 2015, the Court is prepared to absorb the transaction fees in its appropriation.

The Court ask your consideration for recommendation to the Board of Commissioners to allow Bay County to enter into a contract with Court Innovations. Furthermore, the request is to authorize the Board Chair to sign the contract once it is approved.

Sincerely,

A handwritten signature in black ink, appearing to read "K. B. MEAD". The signature is stylized and cursive.

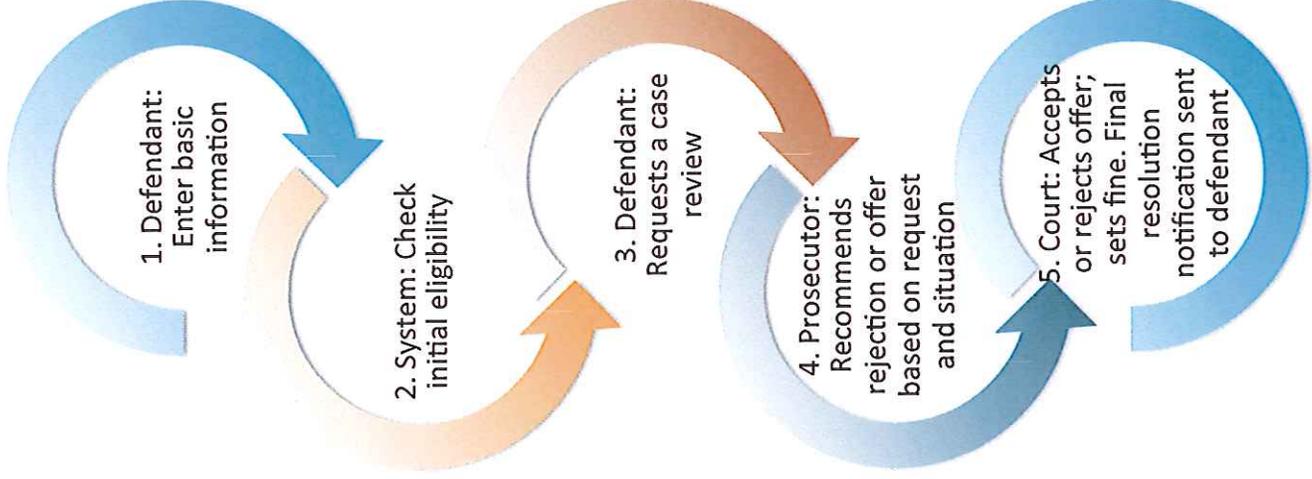
Kim Brian Mead
Administrator

Online Case Review

Expanding access to your court.

Bay County District Court
Bay County, Michigan

Online Case Review Flow



101

Value Added for Bay County



Online case review saves time, resources and manpower



Maintain judicial and prosecutorial discretion



Faster turnaround for defendants accepting responsibility and paying fines/costs



Increased revenue generation and reduced administrative costs

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Defendant Online Case Review Initial Screen



Bay County Online Case Review
Bay City, Michigan

Negotiate a resolution to your case without going to court.

Online Case Review

- 1 You enter basic information
- 2 We check initial eligibility
- 3 You request a negotiated resolution
- 4 The court reviews your request
- 5 You are notified

[Learn More](#)

Start or Continue Your Online Case Review

[Negotiate a Traffic Ticket](#)

[Negotiate a Warrant](#)

Not sure which one to apply to? Check out our FAQs page for more information about Online Case Review.



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Prosecutor Online Case Review Dashboard



Bay County District Court Online Case Review
Bay City, Michigan

HOME | CHANGE PASSWORD | LOGOUT

PILOT PROSECUTOR

22 Requests

History

them a negotiated resolution. re willing to offer

Light gray cases are for Bay County Prosecutor(s). Light blue cases are for Bay City Attorney.

DATE REQUEST SUBMITTED	CASE #	NAME	OFFENSE	OFFER OR REJECT	TRAFFIC SCHOOL
12/9/2014	14 S391900SI 1	PAMELA SUE RUGENSTEIN	1805-S SPEEDING	Select Offer or ..	Select:
12/11/2014	14 S395184SI 1	MICHELLE MARIE KROGSTAD	1805-S SPEEDING	Select Offer or ..	Select:
12/12/2014	14 C106767OI 1	PAUL JOHN LEVASSEUR	1805-OB SPEEDING	Select Offer or ..	Select:
12/12/2014	14 S394777SI 1	SHELLY LEE GRAUHERR	1805-S SPEEDING	Select Offer or ..	Select:
12/13/2014	14 X1434227SI 1	BRIANNA MARIE GNESOTTO	5580-S LIMITED ACCESS SPEEDING	Select Offer or ..	Select:
12/14/2014	14 S394783SI 1	JENNIFER CLARA PASHAK	1805-S SPEEDING	Select Offer or ..	Select:
12/14/2014	14 X1536434SI 1	JOSEPH EUGENE LESCHINSKI	5585-S LIMITED ACCESS SPEEDING	Select Offer or ..	Select:
12/14/2014	14 X1536435SI 1	HUGO ALEX GALLEGOS	5576-S LIMITED ACCESS SPEEDING	Select Offer or ..	Select:



Judge/Magistrate Online Case Review Dashboard



Bay County District Court Online Case Review

Bay City, Michigan

[HOME](#) | [CHANGE PASSWORD](#) | [LOGOUT](#)

PILOT JUDGE

3 Ticket Requests

0 FTP Warrant Requests

0 FTA Warrant Requests

0 Ticket History

0 Warrant History

For each of the cases below, select whether to Accept or Reject the proposed agreement. For accepted agreements only, set the fine amount.

Light gray cases are for Bay County Prosecutor(s). Light blue cases are for Bay City Attorney.

REQUEST DATE	CASE #	NAME	OFFENSE	PROSECUTOR REC	ACCEPT OR REJECT	SET FINE AMOUNT
2/24/2015	14 31505BS1 1 ▶	Rodney 329 Targaryan	1805-S SPEEDING	IMPEDE TRAFFIC TRAFFIC SCHOOL W/ OFFER	-----	120.00
2/24/2015	14 S390895S1 1 ▶	Rodney 348 Targaryan	1805-S SPEEDING	IMPEDE TRAFFIC NONE	-----	120.00
2/24/2015	14 C11012001 1 ▶	Rodney 439 Targaryan	1805-OB SPEEDING	IMPEDE TRAFFIC TRAFFIC SCHOOL W/ OFFER	-----	120.00

Save ▶

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Judge/Magistrate Online Case Review Dashboard



Bay County District Court Online Case Review

Bay City, Michigan

PILOT JUDGE

HOME | CHANGE PASSWORD | LOGOUT

0 Ticket Requests

1 FTP Warrant Requests

1 FTA Warrant Requests

Ticket History

Warrant History

For each of the cases below, select whether to Accept or Reject the request for a payment plan. For accepted agreements only, set the payment amount.

REQUEST DATE	CASE #	NAME	OFFENSE	TOTAL OWED	ACTION	MONTHLY PAYMENT
2/25/2015	13 30585BSI 1 ▶	JAMES MICHAEL CAMPER	66-S OBSTRUCTED VISION OR CONTROL	\$236.00	↕	

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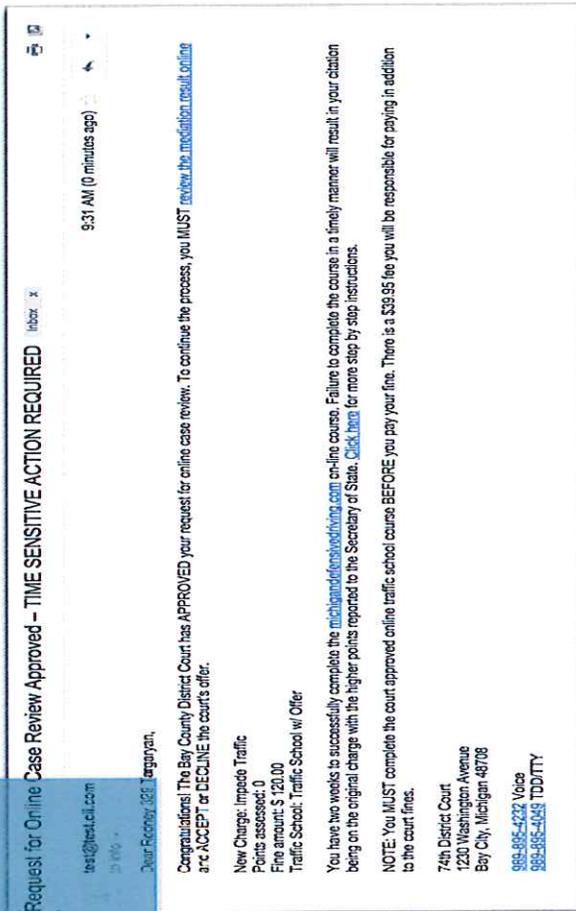
Defendant Notification and Final Steps

IMPORTANT: The court APPROVED your request for online case review. You must review the resolution and accept or decline it. Please review online at

<https://www.courtinnovations.com/BayCounty/>

Text message

Email



Online Case Review

Benefits All Stakeholders

Online Case Review benefits Court

- Reduced # of cases on docket and time savings: judges/magistrates and court staff
- Most tickets paid (with or without an offer)
- Faster revenue processing with faster case closure rates
- Court staff satisfaction: increased access to justice without increased workload on the court
- Communication between defendant, prosecutor and court -- anytime, anywhere

Mlive.com

September 12, 2014

“The thing that is most attractive on this is that a lot of people who work or go to school or never had issues with the law can go online and resolve their case without ever having to come into court.”

“If they do not qualify to pay online, it will give a new appearance date and they’re not out there with that fear that they will be arrested.”

Hon. Dawn Klida,
74th District Court Judge



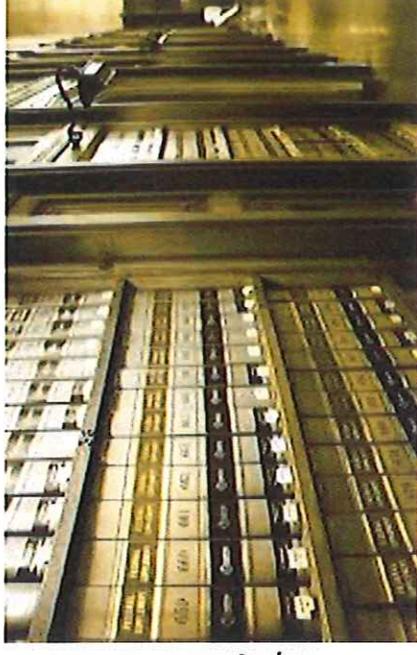
Online Case Review benefits Prosecutor

- Fewer cases in default
- Reduced need for courtroom attendance to resolve cases
- Fewer cases dismissed or delayed due to court appearances

Bay County Prosecutor's Office

"The online Case Review process is simple and easy to use. I can go online anytime, access more information while reviewing a case which allows me to make better decisions."

Barbara Hayward,
Bay County Assistant Prosecutor



Online Case Review benefits Defendant

- Fewer perceived barriers to engaging with courts - language, lost wages, transportation issues...
- Accept online response from court
- Faster to resolve case - potential for lower long term costs
- Increased access to justice

BAY COUNTY BOARD OF COMMISSIONERS

4/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (4/7/15)

WHEREAS, Bay County's 74th District Court and the Prosecutor's Office have been participating in a pilot project with Court Innovations (CI) with a goal to create an online process for offenders to more easily resolve certain types of tickets or warrants; and

WHEREAS, Implementation was in September 2014 and, as of early March, over 239 cases have been resolved, an additional 64 were in process with the average processing time being 6.1 days. Traditionally this process takes two or more weeks before resolution; and

WHEREAS, With CI's online application, the entire process is handled on-line by the Court and the Prosecutor's Office and if the defendant agrees to the charge, they can resolve their ticket and process their payment without ever visiting the Court Facility; and

WHEREAS, With the pilot project coming to an end, CI is marketing their online solution to all Michigan Courts and, since Bay County participated in the development, the new-user start-up fees will not be incurred. Ongoing there is a transaction fee of \$5.00 for any current transaction; outstanding transactions incur a fee of \$10 or 10% of outstanding amounts; and

WHEREAS, For the remainder of 2015, the Court is prepared to absorb the transaction fees in its appropriation; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves a contract with Court Innovations (CI) and authorizes the Chairman of the Board to execute said contract on behalf of Bay County following legal review/approval.

KIM COONAN, CHAIR
AND COMMITTEE

Courts - Court Innovations Contract

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:
ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____
VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____



18th JUDICIAL CIRCUIT COURT
74th JUDICIAL DISTRICT COURT

1230 Washington Avenue
Bay City, Michigan 48708-0010

KIM B. MEAD
Court Administrator

Phone: (989) 895-4266
Fax: (989) 895-4099
meadk@baycounty.net

April 1, 2015

Kim J. Coonan, Chair
Ways and Means Committee
Bay County Commissioners
515 Center Avenue
Bay City, Michigan 48708

Commissioner Coonan:

Jurors are an essential component of any Court System where trials are held. Bay County's current system, which handles all jurors for Circuit, District and Probate Court, is an in-house computer system written many years ago by the Information Systems Department. It runs on the County's mainframe, or i-series, and is maintained by County staff.

The current system has its limitations, e.g., it cannot match addresses against the National Change of Address database which is a requirement for bulk mailings. Undeliverable letters are returned with a forwarding address for re-mailing. Over 10% are routinely returned undeliverable. This requires a new envelope and additional postage. In today's mobile world, jurors have no means of accessing information in the system or receiving notifications electronically.

The proposed CourtHouse Technologies (CHT) software solution is an online, user-friendly management system which will allow jurors to enter required demographical information electronically, and to chose their preferred method of communication; be it email or text messaging. No longer will they have to phone the court to listen to a recorded message for instructions on when to report. Under this proposed solution, they would receive electronic messages telling them when they are needed.

CHT was selected by the Court based on several factors. Site visits were made to other Michigan Courthouses to learn about their use of the product. In fact, neighboring Saginaw County Court System, is s current user of the product as are many others around the State. The State Court Administrator's Office is in talks with the vendor as a solution which would save them from writing a new version of their aging JIS Jury Solution.

Another big advantage in making this conversion is that the Court will move to a one-step process vs. the two-step process we currently use. Currently based on a file of active driver license holders in the Secretary of State's database, we quarterly mail a pool of prospective jurors a questionnaire with a post-stamped return envelope. These are then hand-processed in the Court where the answers to the questions are data entered. Some individuals are excused based on their responses. At that point, 30 panels per month of approximately 15 individuals are created and all of those individuals are then mailed their juror identifier and instructions on when to phone in. This of course requires additional paper, envelopes and postage.

In a one-step process, the Court will create panels from the random file, and do one mailing of the questionnaire, their juror identifier and instructions on how to complete the questions online. If any of those individuals are then excused for a valid reason, the system will know that they are no longer part of the panel. For those individuals who do not have online access, they can still mail the form to the Court for processing.

Clearly, there would be savings in postage, envelopes, and paper. Other savings will result in the fact that the new software will be able to match the names against the National Change of Address database so the Court qualifies for a lower bulk mailing rate.

The Court has been working with Finance and Information Systems Division to determine the exact costs structure for the project. ISD has set-up a meeting tomorrow with CHT to determine what equipment is needed to interact with the product. The goal is to have pricing available prior to next week's Board meeting.

Our request is to enter into an annual contract with CHT to use their on-line product vs. purchasing the software package. The contract can be renewed annually as long as the product meets the needs of the Court. Pricing is based on the number of questionnaires mailed out and the company has GSA pricing which means their pricing is deemed to be fair and reasonable.

The Court ask your consideration for recommendation to the Board of Commissioners to allow Bay County to enter into a contract with CHT for jury service beginning January 2016. This will require the Court to begin working with CHT in approximately June of this year to create, test, and approve documents ahead of an upload of the file from Secretary of State in October for a late-fall mailing of assigned jurors.

Furthermore, the request is to authorize the Board Chair to sign the contract once it is approved.

Sincerely,



Kim Brian Mead
Administrator

BAY COUNTY BOARD OF COMMISSIONERS

4/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (4/7/15)
WHEREAS, Bay County's current juror system, which handles all jurors for Circuit, District and Probate Courts, is an in-house computer system which runs on the County's mainframe or i-series and was written many years ago by the County's Information System Department and is maintained by County staff; and
WHEREAS, The current system has many limitations and cannot match addresses against the National Change of Address database which is a requirement for bulk mailings and over 10% are routinely returned undeliverable, resulting in additional staff time, supplies and postage being expended to process; and
WHEREAS, In today's mobile world, jurors have no means of accessing information in the system or receiving notifications electronically; and
WHEREAS, Efforts have been underway to find an online, user-friendly management system which will allow jurors to enter required demographical information electronically and to chose their preferred method of communication, i.e. e-mail or text messaging. Phone contact will not be required as jurors would receive electronic messages advising when they are needed; and
WHEREAS, CourtHouse Technologies (CHT) has been selected by the Court based on site visits and current user input. The State Court Administrator's Office is in talks with this vendor as a solution which would save the State from writing a new version of their aging JIS Jury Solution; and
WHEREAS, Under CourtHouse Technologies Bay County will move to a one-step process versus the current two-step process saving in staff time, postage, envelopes and paper as well as now having the ability to match the names against the National Change of Address database allowing the Court to qualify for a lower bulk mailing rate; and
WHEREAS, The Courts would like to enter into an annual contract with CHT to use their on-line product vs. purchasing the software package. The contract can be renewed annually as long as the product meets the needs of the Court; and
WHEREAS, Pricing is based on the number of questionnaires mailed out and the company has GSA pricing which means their pricing is deemed to be fair and reasonable; Therefore, Be It
RESOLVED That the Bay County Board of Commissioners approves a contract with CourtHouse Technologies (CHT) for jury service beginning January 2016 and authorizes the Chairman of the Board to execute said contract on behalf of Bay County following legal review/approval.

KIM COONAN, CHAIR
AND COMMITTEE

Courts - CourtHouse Technologies Contract - Juror System
MOVED BY COMM. _____

SUPPORTED BY COMM. _____

Table with 12 columns: COMMISSIONER, Y, N, E, COMMISSIONER, Y, N, E, COMMISSIONER, Y, N, E. Rows include Michael J. Duranczyk, Ernie Krygier, Vaughn J. Begick, Kim J. Coonan, Thomas M. Herek, and Donald J. Tilley.

VOTE TOTALS:
ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____
VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____

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18th JUDICIAL CIRCUIT COURT
74th JUDICIAL DISTRICT COURT

1230 Washington Avenue
Bay City, Michigan 48708-0010

KIM B. MEAD
Court Administrator
Phone: (989) 895-4266
Fax: (989) 895-4099
meadk@baycounty.net

March 30, 2015

Kim J. Coonan, Chair
Ways and Means Committee
Bay County Commissioners
515 Center Avenue
Bay City, Michigan 48708

Commissioner Coonan:

Grant applications supporting Treatment Court services in both the Circuit and District Courts for the grant cycle starting October 2015 will be released soon. The existing grant funded programs are Swift and Sure, Adult Drug and Adult Sobriety Treatment Courts.

These grants come from a variety of sources such as the Federal Byrne Grant, Bureau of Justice Assistance, Office of Highway and Safety, and the State Court Administrator's Office. Because the timeline between actual release of the application and required submission dates do not coincide with the Board calendar, I ask your consideration for recommendation to the Board of Commissioners to allow submission of these applications, and furthermore, to authorize the Board Chair to sign the applications once they are completed. Signature of the application only supports the request; it does not commit the County. A formal request for funding will be submitted during the County's budget process.

The Court has been a successful recipient of Byrne, OHS and SCAO grants for the past several years. In order to continue operation of our Treatment Courts, grant dollars from these sources are very important as they make up the bulk of the funding.

Sincerely,

Kim Brian Mead
Administrator

BAY COUNTY BOARD OF COMMISSIONERS

4/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (4/7/15)

WHEREAS, Grant applications supporting Treatment Court services in both the Circuit and District Courts for the grant cycle starting October 2015 will be released soon; and

WHEREAS, The existing grant-funded programs are Swift and Sure, Adult Drug and Adult Sobriety treatment Courts; and

WHEREAS, These grants come from a variety of sources such as the Federal Byrne Grant, Bureau of Justice Assistance, Office of Highway and Safety, and the State Court Administrator's Office and because the time line between actual release of the application and required submission dates do not coincide with the Board of Commissioner's calendar, the Court Administrator requests authorization to submit the grant applications and authorize the Board Chair to sign the applications (signature of the application only supports the request, it does not commit the County); and

WHEREAS, A formal request for funding will be submitted during the County's budget process; and

WHEREAS, The Court has been a successful recipient of Byrne, OHS, and SCAO grants for the past several years and, in order to continue operation of the Treatment Courts, grant dollars from these sources are very important as they make up the bulk of the funding; Therefore, Be It

RESOLVED By the Bay County Board of Commissioners that authorization is grant to submit grant applications for Treatment Court funding; Be It Further

RESOLVED That the Chairman of the Board is authorized to execute, and submit electronically (if required), the grant application documents on behalf of Bay County following legal review/approval; Be It Further

RESOLVED That the grant applicant/recipient departments are required to work with the Finance Department whose staff will provide financial oversight of said grant; Be It Further

RESOLVED That it is clearly understood that if these grant funds are terminated, any position(s) funded by this grant shall be terminated and will be not absorbed by the County.

KIM COONAN, CHAIR
AND COMMITTEE

Courts - Treatment Court Grant Applications

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:
 ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____
 VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
 AMENDED _____ CORRECTED _____ REFERRED _____

-26-



BAY COUNTY PROBATE COURT
EIGHTEENTH JUDICIAL CIRCUIT COURT - FAMILY DIVISION
1230 Washington Ave., Suite 715
Bay City, Michigan 48708-5737

KAREN A. TIGHE
Judge of Probate / Family Court
MARGE MARCHLEWICZ
Court Administrator

Estates Division (989) 895-4205
Juvenile Division (989) 895-4206
FAX (989) 895-4194
TDD (989) 895-2059

March 27, 2015

Commissioner Kim Coonan, Chair
Ways & Means Committee
Board of Commissioners
515 Center Avenue
Bay City, MI 48708

Commissioner Coonan:

The Probate & Juvenile Court wishes to apply for 2 grants through the State Court Administrative Office for a Family Drug Court Program and a Juvenile Drug Court program. The funding would be used to continue our Drug Courts for substance-abusing adults who are involved with the family court due to child abuse and/or neglect issues and for juvenile who are involved with the court and have a substance abuse issue.

These are annual grants that we have sought funding from in previous years and have been granted funding. While there is no local match required, nearly \$100,000 is contributed to the Family Drug Court from area agencies such as Riverhaven Coordinating Agency and the local Department of Human Services as in-kind contributions. The Child Care Fund is also utilized with both programs, helping to defray costs to the county.

We respectfully request that the Ways & Means Committee support our application and recommend that the Board of Commissioners do the same and authorize the Probate & Juvenile Court to file the applications and the Board Chairman to sign any documents in conjunction with the applications and subsequent agreements.

Thank you for your consideration.

Sincerely,

Marge Marchlewicz
Court Administrator
Bay County Probate & Juvenile Courts

BAY COUNTY BOARD OF COMMISSIONERS

4/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (4/7/15)

WHEREAS, The Bay County Probate & Juvenile Court wishes to make application for grant funding through the State Court Administrative Office for a Family Drug Court Program and a Juvenile Drug Court Program; and

WHEREAS, This funding would be used to continue the Family Drug Court for substance-abusing adults who are involved with the family court due to child abuse and/or neglect issues and for juveniles who are abusing substances; and

WHEREAS, These are annual grants successfully applied for previously and while there is no local match required, nearly \$100,000 is contributed to the Family Drug Court from area agencies such as Riverhaven Coordinating Agency and the local Department of Human Services as in-kind contributions. The Child Care Fund is also utilized with both programs, helping to defray costs to the county; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners authorizes the Bay County Probate & Juvenile Court to file the grant applications to continue the Family Dependency Drug Court and the Juvenile Drug Court; Be It Further

RESOLVED That the Chairman of the Board is authorized to execute the grant documents (application, grant award, all related required documents) on behalf of Bay County following legal review/approval; Be It Further

RESOLVED That it is clearly understood that if these grant funds are terminated, any position(s) funded by this grant shall be terminated and will be not absorbed by the County

RESOLVED That the grant applicant/recipient departments are required to work with the Finance Department whose staff will provide financial oversight of said grant.

KIM COONAN, CHAIR
AND COMMITTEE

Probate Court - Family & Juvenile Drug Court Program Grants

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:
 ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____
 VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
 AMENDED _____ CORRECTED _____ REFERRED _____

John E. Miller
Sheriff Of Bay County

Troy Cunningham
Undersheriff

Troy A. Stewart
Jail Administrator



DATE: March 24, 2015
TO: Kim J. Coonan, Chairman
Ways and Means Committee
FROM: Sheriff John E. Miller *JEM*
SUBJECT: BAYANET Vehicle

Request:

Due to an accident, the BAYANET vehicle used as an undercover car has been totaled.

Finance:

This is an unbudgeted expense for our 2015 budget.

Recommendations:

We are asking the Board of Commissions to approve replacement of the same. Upon the Committees approval(s) and authorization(s) to proceed with a replacement vehicle and to make necessary budget adjustments for purchase.

CC: Undersheriff Troy Cunningham
Crystal Hebert, Finance Director
Kim Priessnitz, Assistant Finance Director
File

ls/W&M ReplaceVehicle 2015

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BAY COUNTY BOARD OF COMMISSIONERS

4/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (4/7/15)

WHEREAS, As the result of a recent accident, a Sheriff Department patrol vehicle was deemed a total loss and needs to be replaced as soon as possible; and

WHEREAS, Funding is not available within the Sheriff Department 2015 budget; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners appropriates up to \$21,000 from Fund Balance to the Sheriff Department 2015 budget for replacement of a patrol vehicle; Be It Further

RESOLVED That related required budget adjustments are approved.

KIM COONAN, CHAIR
AND COMMITTEE

Sheriff Dept - Replacement Patrol Vehicle

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:
ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____
VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____



BAY COUNTY
911 Central Dispatch

(989) 895-4051 • FAX (989) 892-3744

1228 Washington Ave., Bay City MI 48708

Christopher Izworski
Director

Thomas L. Hickner
Bay County Executive

Ryan Manz
Emergency Management Coordinator
989-895-4112

To: Kim Coonan, Chairman, Ways & Means Committee

From: Bay County Sheriff and Bay County Emergency Management

Date: March 30, 2015

Subject: Port Security Grant Program – Marine Patrol Boat

Background: The Bay County Sheriff Department in collaboration with Bay County Emergency Management would like to seek funding to replace one marine patrol vessel through the Port Security Grant Program. The Port Security Grant Program is one of FEMA's programs that directly support maritime transportation infrastructure security activities. PSGP funds available to local entities are intended to improve port-wide maritime security risk management; enhance maritime domain awareness; support maritime security training and exercises; and to maintain or reestablish maritime security mitigation protocols that support port recovery and resiliency capabilities.

The Bay County Sheriff Department currently has 3 marine response vessels. They are 24, 20, and 15 years old respectively. Due to the advanced age of the vessels, the maintenance costs are increasing each year. Additionally, the current vessels do not provide a proper platform for the Dive/Recovery Team. The Dive/Recovery Team gear overloads the existing vessels preventing them from coming up to plane and delaying the response time. The new vessel will also provide additional response functions. It will be equipped with radar, for reduced visibility vessel location, as well as thermal imaging for search and rescue operations. The cost of the new vessel is estimated to be \$250,000, with a 25% match required.

Finance/Economics: The PSGP grant has a 25% match associated with it. The estimated cost of the vessel is \$250,000. 75% of that, \$187,500, will be covered by the grant. 25%, or \$62,500, will need to be covered by Bay County through general fund dollars, private donations, sale of one existing boat, other local grants, and/or in-kind funds.

Recommendation: The Bay County Sheriff Department and Bay County Emergency Management recommend that Bay County submit a grant proposal to the Port Security Grant Program, and seeks Board approval for any necessary budget adjustments.

Attachment X 1

Cc: Tom Hickner, Tim Quinn, Christopher Izworski, Crystal Hebert, Amber Johnson

John E. Miller
Sheriff Of Bay County

Troy Cunningham
Undersheriff

Troy A. Stewart
Jail Administrator



Additional Information for Port Security Grant Matching Funds:

- Saginaw Bay is one of the busiest recreational boating and fishing areas in the country.
- The approximate area of the Saginaw Bay from Pt. Lookout to Sand Point is 610 sq. mi.
- The approximate shoreline length of that same area is 155 miles.
- The approximate river mileage from the mouth of the Saginaw River to the mouth of the Tittabawassee River is 23 miles.
- Current Boat Ages: 24'-8" Four Winns 1991 = 24 years, 25' Aqua Sport 2000 = 15 years, 24' Pro Line 1995 = 20 years.
- Existing boats have deteriorating fiberglass, canvas, plastic windows and yearly maintenance of \$2,500.00 to \$3,500.00 for 2013 and 2014.
- Existing boats have top speed of about 30 mph, which is extremely slow when responding to emergency calls.
- Additional matching funds from:
 1. Sell 1 or 2 existing boats for approximately \$5-7k each
 2. Apply for matching fund grants from local sources such as BACF, Marathon, Consumers, McLaren, Enbridge etc. – estimated at \$20-25k total.
 3. That gets us into a top notch boat for about \$25k
 4. In-kind contributions
- Matching investment spread out over next 20-25 years is a small annual cost for a major improvement to the Bay County Sheriff's Office Marine Safety Program.
- Dive/ Recovery Team and gear overloads existing boats – can't get on plane.
- Boats will need replacement in not to distant future, why not take advantage of existing Port Security Grants.
- It is unknown if there will be any such grants next year.
- USCG Station Saginaw River supports the BCSO upgrading our fleet for interagency coordination and assistance. -
- It does not make a lot of sense to modify older boats, but better GPS, mapping, thermal imaging and radar would be a good upgrade to BCSO for Search and Rescue operations.
- Newer motors are designed to run on ethanol based fuels and old ones are not.

Phone: (989) 895-4050

Public Safety Depends On You!
503 Third Street, Bay City, Michigan 48708

Fax: (989) 895-4058



- 32 -

BAY COUNTY BOARD OF COMMISSIONERS

4/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (4/7/15)

WHEREAS, The Bay County Sheriff Department, in collaboration with Bay County Emergency Management, would like to seek funding to replace one (1) marine patrol vessel through the Port Security Grant Program, a FEMA program that directly supports maritime transportation infrastructure security activities; and

WHEREAS, PSGP funds available to local entities are intended to improve port-wide maritime risk management, enhance maritime domain awareness, support maritime security training and exercises and maintain or reestablish maritime security mitigation protocols that support port recovery and resiliency capabilities; and

WHEREAS, The Bay County Sheriff Department currently has three (3) maritime response vessels and, due to the age of the vessels - 24, 20 and 15 years respectively, maintenance costs are increasing each year. These vessels also do not provide a proper platform for the Dive/Recovery Team and the gear overloads the existing vessels preventing them from coming up to plane and delaying the response time; and

WHEREAS, The new vessel will provide additional response functions and will be equipped with radar, as well as thermal imaging, for search and rescue operations; and

WHEREAS, The cost of the new vessel is estimated to be \$250,000 with a 25% or \$62,500 required match; and

WHEREAS, The match will need to be covered by Bay County through existing general fund dollars, private donations, sale of one existing boat, other local grants, and/or in-kind funds; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners authorizes submission of a grant proposal to the Port Security Grant Program and authorizes the Chairman of the Board to execute the grant application documents on behalf of Bay County following Finance Department and legal review/approval with all grant award documents to be brought back to the Ways and Means Committee for review; Be It Further

RESOLVED That the grant applicant/recipient departments are required to work with the Finance Department whose staff will provide financial oversight of said grant; Be It Further

RESOLVED That it is clearly understood that if these grant funds are terminated, any position(s) funded by this grant shall be terminated and will be not absorbed by the County.

KIM COONAN, CHAIR
AND COMMITTEE

Sheriff Dept - Marine Patrol Board - Port Security Grant Program

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:
 ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____
 VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
 AMENDED _____ CORRECTED _____ REFERRED _____

BAY COUNTY PROSECUTING ATTORNEY

KURT C. ASBURY

Victim's Rights Advocates

Cindy A. Howell
Wendy D. Hoffard
Kristin M. Monaghan

Assistant Prosecuting Attorneys

Nancy E. Borushko
Chief Assistant

Barbara J. Hayward
John C. Keuvelaar
Margaret A. Leaming
Sylvia L. Linton
Jordan Case
Jeffrey D. Stroud
Bernard J. Coppolino

TO: Michael Lutz, Chairperson
Personnel/Human Services Committee

Kim Coonan, Chairperson
Ways & Means Committee

Tim Quinn
Bay County Personnel Director

FROM: Kurt C. Asbury 
Bay County Prosecutor

RE: Personnel/Human Services Committee Agenda

DATE: March 23, 2015

Request: To be placed on the Agenda for the next Personnel/Human Services Committee.

Background: Request to fill the position of Assistant Prosecutor due to the appointment of APA John Keuvelaar to Bay County Probate Judge.

Under the general supervision of the Prosecuting Attorney, serves as the legal representative of the People of the State of Michigan in regard to criminal offenses in Bay County. Prosecutes persons accused of misdemeanor, felony and juvenile offenses, as well as dependent/neglect cases in Bay County Probate Court. Prepares case materials and participates in all court proceedings until final disposition of case.

Mr. Keuvelaar was one of Bay County's senior attorneys with over 27 years of experience who was assigned to Probate Court prior to his appointment to the bench. If a qualified candidate should have ten (10) or more years of prosecution experience and/or Probate Court dependent/neglect experience, it is requested that such a candidate be allowed to start at a Year 1 starting salary of \$65,873.60, as opposed to the entry level salary of \$59,425.60.

Finance: This is a full time position with benefits. This position is partially grant-funded by IV-D and IV-E. Funds exist within the current Prosecutor budget.

Recommendation: Request Board approval for filling this position.

cc: Ernie Krygier, Chair, Bay County Board of Commissioners

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BAY COUNTY COURT FACILITY, 1230 WASHINGTON, STE. 768, BAY CITY, MICHIGAN 48708

TELEPHONE: (989) 895-4185 FAX: (989) 895-4167
TDD [HEARING IMPAIRED]: (989) 895-2059

BAY COUNTY BOARD OF COMMISSIONERS

4/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (4/7/15)

WHEREAS, The appointment of Assistant Prosecuting Attorney John Keuvelaar as Bay County Probate Judge has created an Assistant Prosecuting Attorney vacancy in the Prosecutor's Office; and

WHEREAS, John Keuvelaar was one of Bay County's senior attorneys with over 27 years of experience who was assigned to Probate Court prior to his appointment to the bench; and

WHEREAS, The Bay County Prosecutor is requesting that if a qualified candidate should have ten (10) or more years of prosecution experience and/or Probate Court dependent/neglect experience, the qualified candidate be allowed to start at the first year level starting salary of \$65,873.60 as opposed to the entry level of \$59,425.60; and

WHEREAS, This is a full time position with benefits and the position is partially grant-funded by IV-D and IV-E with the balance of the funding included in the Prosecutor's 2015 budget; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves filling the full time Assistant Prosecuting Attorney vacancy in the Prosecutor's Office; Be It Further

RESOLVED That if a qualified candidate should have ten (10) or more years of prosecution experience and/or Probate Court dependent/neglect experience, the qualified candidate be allowed to start at the first year level starting salary of \$65,873.60 as opposed to the entry level of \$59,425.60; Be It Finally

RESOLVED That related required budget adjustments are approved.

KIM COONAN, CHAIR
AND COMMITTEE

Prosecutor - Assistant Prosecutor Vacancy

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:
ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____
VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____

-35-

MSHN

Mid-State Health Network

Community Mental
Health Provider
Network

Bay Arenac
Behavioral Health

•

CMH of
Clinton.Eaton.Ingham
Counties

•

CMH for Central Michigan

•

Gratiot County CMH

•

Huron Behavioral Health

•

Ionia County CMH

•

LifeWays CMH

•

Montcalm Center for
Behavioral Health

•

Newaygo County
Mental Health Center

•

Saginaw County CMH

•

Shiawassee County CMH

•

Tuscola Behavioral
Health Systems

•

Board Officers

Mary K. Anderson
Chairperson

Edward Woods
Vice-Chairperson

James Anderson
Secretary

March 12, 2015

Bay County Clerk

Cynthia Luczak

515 Center Avenue

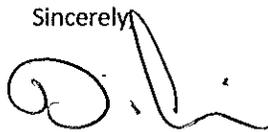
Bay City, MI 48708

Dear Cynthia Luczak,

As discussed and recommended in the Substance Use Disorder Oversight Policy Board (OPB) meeting on February 18, 2015, please see the attached addendum to the OPB Intergovernmental Agreement. This document captures the two changes that were requested by Saginaw County, and are now incorporated in the final Intergovernmental Agreement document. Please have your county's Board of Commissioners designee sign the attached addendum to allow for final approval of the Intergovernmental Agreement for your respective county.

Your prompt attention to this matter is greatly appreciated. Once signed, please return to Merre Ashley at the address listed below at your earliest convenience.

Sincerely,



Dani Meier, PhD, MSW

Director, Health Integration, Treatment and Prevention

Enclosure

DM/ma

Cc: Richard Gromaski

BAY COUNTY BOARD OF COMMISSIONERS

4/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (4/7/15)

WHEREAS, The Bay County Board of Commissioners, on January 13, 2015, adopted resolution no. 2015-1 approving an Intergovernmental Agreement for the Establishment of a Substance Use Disorder Oversight Policy Board for Mid-State Health Network (MSHN); and

WHEREAS, As the result of a meeting held by the Substance Use Disorder Oversight Policy Board on February 18, 2015, an Addendum to this Intergovernmental Agreement (attached) has been submitted which incorporates two changes requested by Saginaw County; and

WHEREAS, The Bay County Board of Commissioners, upon review by Corporation Counsel, has no objection to the suggested changes; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the Addendum to the Intergovernmental Agreement for the Establishment of a Substance Use Disorder Oversight Policy Board for Mid-State Health Network and authorizes the Chairman of the Board to execute said Addendum to Intergovernmental Agreement on behalf of Bay County.

KIM COONAN, CHAIR
AND COMMITTEE

BABHA - Addendum to Intergovernmental Agreement for Establishment of Substance Use Disorder Oversight Policy Board

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____
VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____

ADDENDUM TO INTERGOVERNMENTAL AGREEMENT

As per motion *ROPB 14-15-032* at the Oversight Policy Board (OPB) Meeting on 2/18/15, this is an Addendum to the Region 5 OPB Intergovernmental Agreement (IGA) noting changes requested by Saginaw. The two (2) *changes* are noted below in bold print and highlighted in blue. The *previous wording* of the IGA follows the change in red. Signatures are required from all 21 OPB members to finalize approval of the IGA.

SECTIONS WITH AMENDMENTS

RECITALS (p.1)

MSHN is a community mental health regional entity formed under the Mental Health Code, MCL 330.1204b, that has submitted its Application For Participation as a prepaid inpatient health plan ("PIHP") under 42 CFR Part 438. ...

Under 2012 PA 500 and 2012 PA 501, the coordination of the provision of substance use disorder services will be transferred, no later than October 1, 2014, from existing coordinating agencies to community mental health entities designated by MDCH to represent a region of community mental health authorities, community mental health organizations, community mental health services programs or county community mental health agencies, as defined under **MCL 330.1100a** (*previous version said "MCL300.1100a(22)"*)

Section 2.7 **COMPLIANCE WITH LAWS** (pp.3-4)

MSHN, the Counties and the SUD Policy Board shall fully comply with all applicable laws, regulations and rules, including without limitation 1976 PA 267 (the "Open Meetings Act"), 1976 PA 422 (the "Freedom of Information Act"), 2012 PA 500, 2012 PA 501 and 1986 PA 2. MSHN and the Counties, as required by law, shall not discriminate against any Board member or applicant for appointment to the Board **"because of race, color, religion, national origin, age, sex, height, weight, marital status, familial status, or disability that is unrelated to the individual's ability to perform the duties of a particular job."** (*previous version said "because of race, color, religion, national origin, age, sex, disability that is unrelated to the individual's ability to perform the duties of a particular job or position, height, weight, or marital status"*).

CERTIFICATION OF AUTHORITY TO SIGN THIS CONTRACT

The persons signing this Contract Addendum on behalf of the parties hereto certify by said signatures that they are duly authorized to sign this Contract Addendum on behalf of said parties, and that this Contract Addendum has been authorized by said parties pursuant to formal resolution(s) of the appropriate governing body(ies), copies of which shall be provided to MSHN.

IN WITNESS WHEREOF, the parties hereto have entered into, executed and delivered this Contract Addendum as of the dates noted below.

MID-STATE HEALTH NETWORK REGIONAL ENTITY

By: _____ Date: _____ Its: _____

ARENAC COUNTY

By: _____ Date: _____ Its: _____

BAY COUNTY

By: _____ Date: _____ Its: _____

CLARE COUNTY

By: _____ Date: _____ Its: _____

CLINTON COUNTY

By: _____ Date: _____ Its: _____

EATON COUNTY

By: _____ Date: _____ Its: _____

GLADWIN COUNTY

By: _____ Date: _____ Its: _____

GRATIOT COUNTY

By: _____ Date: _____ Its: _____

HILLSDALE COUNTY

By: _____ Date: _____ Its: _____

HURON COUNTY

By: _____ Date: _____ Its: _____

INGHAM COUNTY

By: _____ Date: _____ Its: _____

IONIA COUNTY

By: _____ Date: _____ Its: _____

ISABELLA COUNTY

By: _____ Date: _____ Its: _____

JACKSON COUNTY

By: _____ Date: _____ Its: _____

MECOSTA COUNTY

By: _____ Date: _____ Its: _____

MIDLAND COUNTY

By: _____ Date: _____ Its: _____

MONTCALM COUNTY

By: _____ Date: _____ Its: _____

NEWAYGO COUNTY

By: _____ Date: _____ Its: _____

OSCEOLA COUNTY

By: _____ Date: _____ Its: _____

SAGINAW COUNTY

By: _____ Date: _____ Its: _____

SHIAWASSEE COUNTY

By: _____ Date: _____ Its: _____

TUSCOLA COUNTY

By: _____ Date: _____ Its: _____

**BAY COUNTY GYPSY MOTH
SUPPRESSION PROGRAM**

515 Center Avenue, Suite 503
Bay City, Michigan 48708

ALICIA WALLACE, COORDINATOR
wallacea@baycounty.net

Phone 989-895-4195
Fax 989-895-4068
TDD 989-895-4049
<http://www.baycounty-mi.gov>



TOM HICKNER
County Executive

LAURA OGAR, DIRECTOR
ogarl@baycounty.net

Community Initiatives
Geographic Information Systems
Gypsy Moth Suppression Program
Mosquito Control
Transportation Planning

M E M O R A N D U M

DATE: March 3, 2015

TO: Kim J. Coonan, Chairman
Ways & Means Committee

FROM: Alicia Wallace, Michigan Green Schools Coordinator/Gypsy Moth Program Coordinator
Bay County Environmental Affairs & Community Development Department

RE: Michigan Green Schools Initiative Participation and School Recognition

Background:

In 2010, the Bay County Board of Commissioners approved participation in the Michigan Green School Initiative (Board Resolution 2010-69) which grants "Michigan Green School" designation to any public or private school in Michigan which meet certain criteria. The enabling law is known as the Michigan Green School Law (a bill to amend 1994 PA 451, entitled "Natural resources and environmental protection act," [MCL 324.101 to 324.90106] by adding section 2511.) In 2012, the Board of Commissioners approved continued participation in this program with Board resolution No. 2012-53 with administration of the program being provided through the Environmental Affairs and Community Development Department. This year we have received Michigan Green School applications from All Saints Catholic Elementary School, Auburn Area Catholic School, Bay-Arenac ISD Career Center and John Glenn High School which meet the requirements outlined in the Act to qualify as Michigan Green Schools. All four schools have each submitted 20 or more points that meet the requirements so they will be awarded the Evergreen Level MI Green Schools Designation.

Finance & Economics:

No general funds required.

Recommendation:

We are asking that the Bay County Board of Commissioners join the State of Michigan in recognizing the participating schools at their April 14, 2015 meeting in celebration of Earth Day. The Schools to be recognized are: All Saints Catholic Elementary School, Auburn Area Catholic School, Bay-Arenac ISD Career Center and John Glenn High School all as Evergreen Level Michigan Green Schools for their work to promote sound environmental stewardship and energy conservation.

cc: Laura Ogar
Tom Hickner
Amber Johnson
Deanne Berger

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BAY COUNTY BOARD OF COMMISSIONERS

4/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (4/7/15)

WHEREAS, In 2010 the Bay County Board of Commissioners approved participation in the Michigan Green School Initiative which grants "Michigan Green School" designation to any public or private school in Michigan that meets certain criteria; and

WHEREAS, In 2012 the Board of Commissioners approved continued participation in this program with administration of the program being provided through the Department of Environmental Affairs and Community Development; and

WHEREAS, This year Michigan Green School applications have been received from All Saints Catholic Elementary School, the Auburn Area Catholic School, Bay-Arenac ISD Career Center, and John Glenn High School, all meeting the requirements outlined in the Act to qualify as a Michigan Green School; and

WHEREAS, All four (4) schools, All Saints Catholic Elementary School, the Auburn Area Catholic School, Bay-Arenac ISD Career Center and John Glenn High School, have each submitted 20 or more points and meet the requirements to be awarded the Evergreen Level MI Green School designation; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners and Bay County Executive go on record recognizing the hard work and commitment to promote sound environmental stewardship and energy conservation shown by All Saints Catholic Elementary School, the Auburn Area Catholic School, Bay-Arenac ISD Career Center and John Glenn High School in achieving their Evergreen Level MI Green School designation.

KIM COONAN, CHAIR
AND COMMITTEE

Env Affairs - Michigan Green Schools

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:
ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____
VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____

-42-

To: Kim Coonan, Chairperson

Bay County Ways and Means Committee

From: Deanna East, MSU Extension District Coordinator

Date: April 1, 2015

Subject: Revised Annual Work Plan Agreement for Extension Services provided by Michigan State University to Bay County reflecting budget adjustment

Request:

Seeking approval of budget adjustment reflected in the revised Agreement for Extension Services.

Background:

MSU Extension submits for approval a revised Annual Work Plan Annual which reflects the contributions of MSU Extension and Bay County for delivery of MSU Extension programs.

The request is a budget adjustment in the MSU Extension Contractual Services line item. In summary of the adjustment, MSUE is transitioning Ann Arnold to 100% SNAP-ED federal funding. The amount that was budgeted for her salary/fringe in the contractual services line item will be allocated to hiring a temporary 4-H Tech Wizards support staff and covering the cost of the MSUE support staff person in the office. This will allow the office to be open 2 days a week (Tuesday and Thursday). This adjustment is within the current budgeted amount so there is no additional cost to the county.

Your commitment is extremely important to MSU Extension. We thank you for your continued partnership.

Recommendation:

I am requesting approval of the budget adjustment reflected in the revised Annual Work Plan Agreement for Extension Services.

Thank you,



Deanna East, District Coordinator

MSU Extension

CC: Tom Hickner, Deanne Berger

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MSU EXTENSION

515 Center Avenue
301
Bay City, MI 48709

989-895-4026
Fax: 989-895-4217
www.msue.msu.edu

**Agreement for Extension Services provided by
Michigan State University to BAY County
Annual Work Plan FY 2015 (Exhibit A)**

A. Specific Contributions by MSUE:

- At least 1.0 FTE Extension Educator whose primary office of operations will be the county Extension office is included in the assessment, unless otherwise agreed to by the county
- .5 FTE - Extension educators. Please indicate the area(s) of Expertise: .5 FTE from 1/1/15 to 3/31/15. Educator will move to 1.0 FTE SNAP-Ed funding beginning 4/1/15.
- 1.0 FTE - 4-H program coordinator(s).
- _____ FTE - Additional 4-H program coordinators/other paraprofessional.
- .4 FTE – Support Staff
- .5 FTE- Other Staff to be included Agreement for Extension Services. Please indicate title and rank
- Administrative oversight included in annual assessment.
- Access to Extension Educators with expertise in each of the MSUE Institutes included in annual assessment.
- Supervision of University provided academic and paraprofessional staff. Supervision of county clerical staff and/or county staff upon request. Supervision is included in the annual assessment.
- Annual reporting of services provided, audiences served, and impact of programs in the county.
- **Specific Contributions by the County:**
 - Office space for a County Extension office. The office will include space for at least one Extension educator, one 4-H program coordinator and one clerical staff person, access to space for delivering Extension programs, and utilities, including telephone. Office space will be available for additional MSUE and/or county staff as mutually agreed. The office must be provided high-speed internet sufficient to meet the needs of MSUE Personnel. Minimum standards for internet access can be found in Appendix A. The office space must be at least comparable to the average office space used by County employees.

- Clerical staff for the Extension office that will perform clerical functions, including assisting county residents in accessing MSUE resources by office visit, telephone, email, internet and media. This can be a county employee or the county can contract with MSU for their services.
- General operating expenses for the office and non-MSU Personnel.

Assessment to County:

2015 TOTAL Assessment		\$	65864.24
ADDITIONAL PERSONNEL			
• Educator .5 FTE from 1/1/15 to 3/31/15			11,802
• 4-H Program Coordinators			0
• Additional 4-H program temporary paraprofessional .5 FTE at \$11.00/hour from 4/1/15 to 12/31/15			9,237
• Support Staff .4 FTE from 4/1/15 to 12/31/15			17,505
• Credit to Bay County		-58,350	-58,350
TOTAL COUNTY PAYMENT FOR 2015			\$46,058.24

For the period, January 1, 2015 to December 31, 2015, BAY County shall pay to MSUE **\$46,058.24**, which is the cost of the assessment (minus the credit) plus any additional personnel costs. Payment will be made the first month of each quarter of the county fiscal year. Payments should be sent to

MSUE Extension Budget Office
 446 W. Circle Dr.
 160 Agriculture Hall
 East Lansing, MI 48824

MICHIGAN STATE UNIVERSITY

BAY COUNTY

By: _____

By: _____

 Daniel T. Evon, Director,

Contract & Grant Administration

Title: _____

Date: _____

Date: _____

BAY COUNTY BOARD OF COMMISSIONERS

4/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (4/7/15)

WHEREAS, In an effort to allow the Michigan State University Extension office to remain open two (2) days per week, the District Coordinator wishes to transition employee Ann Arnold to 100% SNAP-ED federal funding; and

WHEREAS, The amount of funding budgeted for her salary/fringe benefits in the contractual services line item will be allocated to hiring a temporary 4-H Tech Wizards support staff as well as covering the cost of the MSUE support staff person in the office; and

WHEREAS, This adjustment is within the current budgeted amount so there is no additional cost to the County; and

WHEREAS, A revised Agreement for Extension Services provided by Michigan State University to Bay County - Annual Work Plan FY2015 has been submitted for approval; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the revised Agreement for Extension Services provided by Michigan State University to Bay County - Annual Work Plan FY2015 and authorizes the Chairman of the Board to execute said revised Work Plan on behalf of Bay County following legal review/approval; Be It Further

RESOLVED That the required budget adjustments facilitating this revision are approved.

KIM COONAN, CHAIR AND COMMITTEE

MSU-E - Revised Annual Work Plan FY2015

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

Table with 12 columns: COMMISSIONER, Y, N, E, COMMISSIONER, Y, N, E, COMMISSIONER, Y, N, E. Rows include Michael J. Duranczyk, Ernie Krygiar, Vaughn J. Begick, Kim J. Coonan, Thomas M. Herek, and Donald J. Tilley.

VOTE TOTALS: ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____ VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____ AMENDED _____ CORRECTED _____ REFERRED _____

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BAY COUNTY BOARD OF COMMISSIONERS

4/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (4/7/15)

RESOLVED By the Bay County Board of Commissioners that the Bay County Equalization Report for 2015, as presented, is approved and the Chairman of the Board is authorized to execute required documents related to the 2015 Bay County Equalization Report on behalf of Bay County.

KIM COONAN, CHAIR
AND COMMITTEE

2015 EQUALIZATION.

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____

-4/8-

2015 Equalization Report



Bay County, Michigan

2015 Equalization Report

	2014 <u>Equalized</u>	2015 <u>Equalized</u>	Percent of Change	2014 <u>Taxable</u>	2015 <u>Taxable</u>	Percent of Change
REAL	2,914,534,245	2,950,600,777	1.24%	2,587,174,215	2,588,191,787	0.04%
PERSONAL	277,458,527	290,150,100	4.57%	266,773,939	281,857,045	5.65%
TOTAL	3,191,992,772	3,240,750,877	1.53%	2,853,948,154	2,870,048,832	0.56%

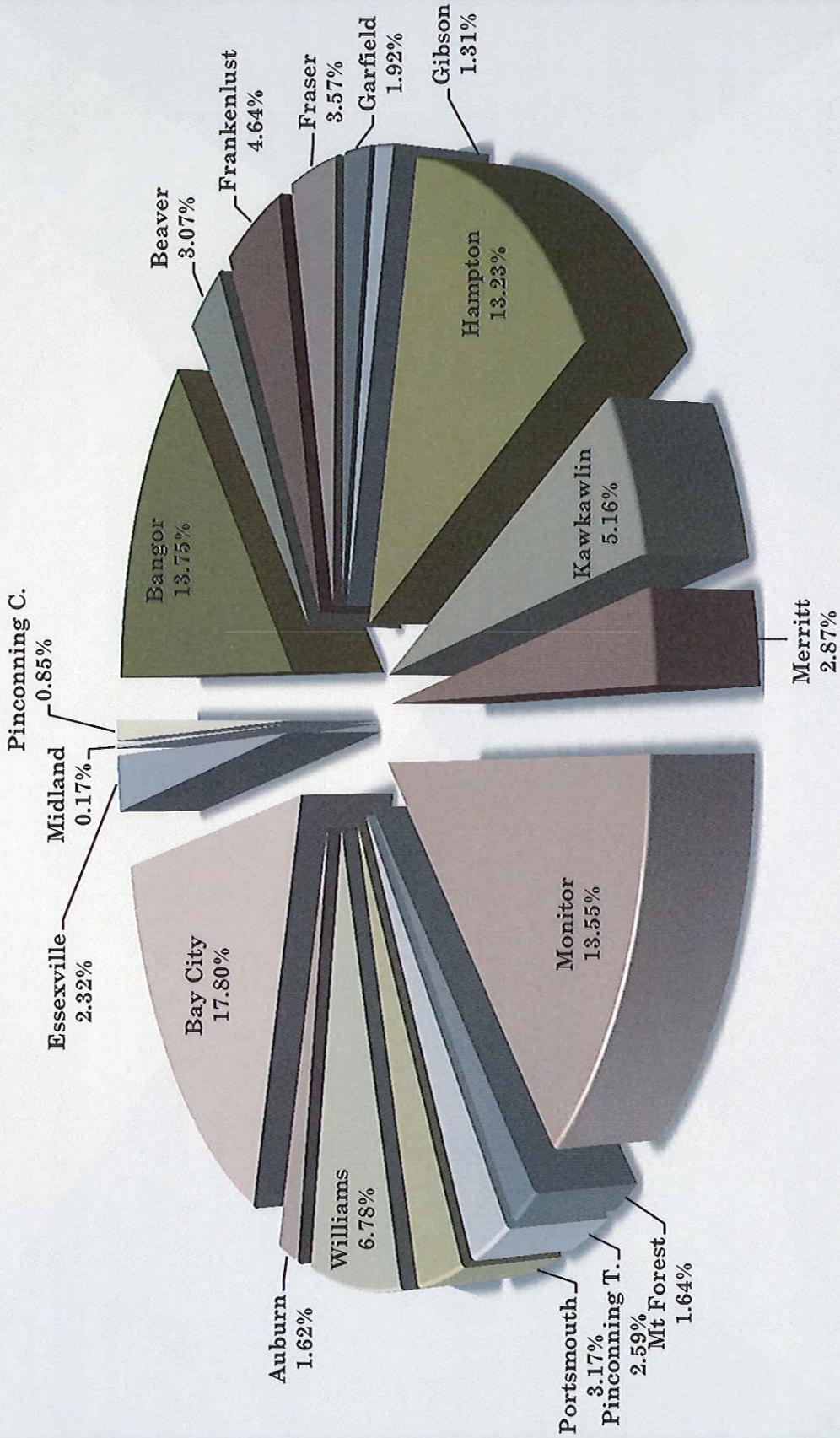
2015 Equalization Report

Assessing Unit	<u>Percent of County Total by Unit</u>			
	2015 Equalized	Percent of County Total	2015 Taxable	Percent of County Total
Bangor	445,647,900	13.75%	419,466,602	14.62%
Beaver	99,613,300	3.07%	79,553,245	2.77%
Frankenlust	150,532,750	4.64%	130,479,358	4.55%
Fraser	115,560,594	3.57%	93,611,155	3.26%
Garfield	62,352,730	1.92%	42,981,478	1.50%
Gibson	42,525,100	1.31%	27,537,186	0.96%
Hampton	428,595,400	13.23%	411,811,987	14.35%
Kawkawlin	167,275,650	5.16%	141,240,847	4.92%
Merritt	92,866,750	2.87%	60,326,762	2.10%
Monitor	438,991,800	13.55%	379,276,157	13.21%
Mt Forest	53,144,900	1.64%	37,254,757	1.30%
Pinconning T.	83,917,563	2.59%	66,290,870	2.31%
Portsmouth	102,679,400	3.17%	88,603,364	3.09%
Williams	219,610,000	6.78%	191,891,858	6.69%
Auburn	52,416,300	1.62%	51,290,612	1.79%
Bay City	576,703,190	17.80%	543,757,184	18.95%
Essexville	75,295,200	2.32%	73,323,519	2.55%
Midland	5,401,100	0.17%	4,341,904	0.15%
Pinconning C.	27,621,250	0.85%	27,009,987	0.94%
Totals	3,240,750,877	100.00%	2,870,048,832	100.00%

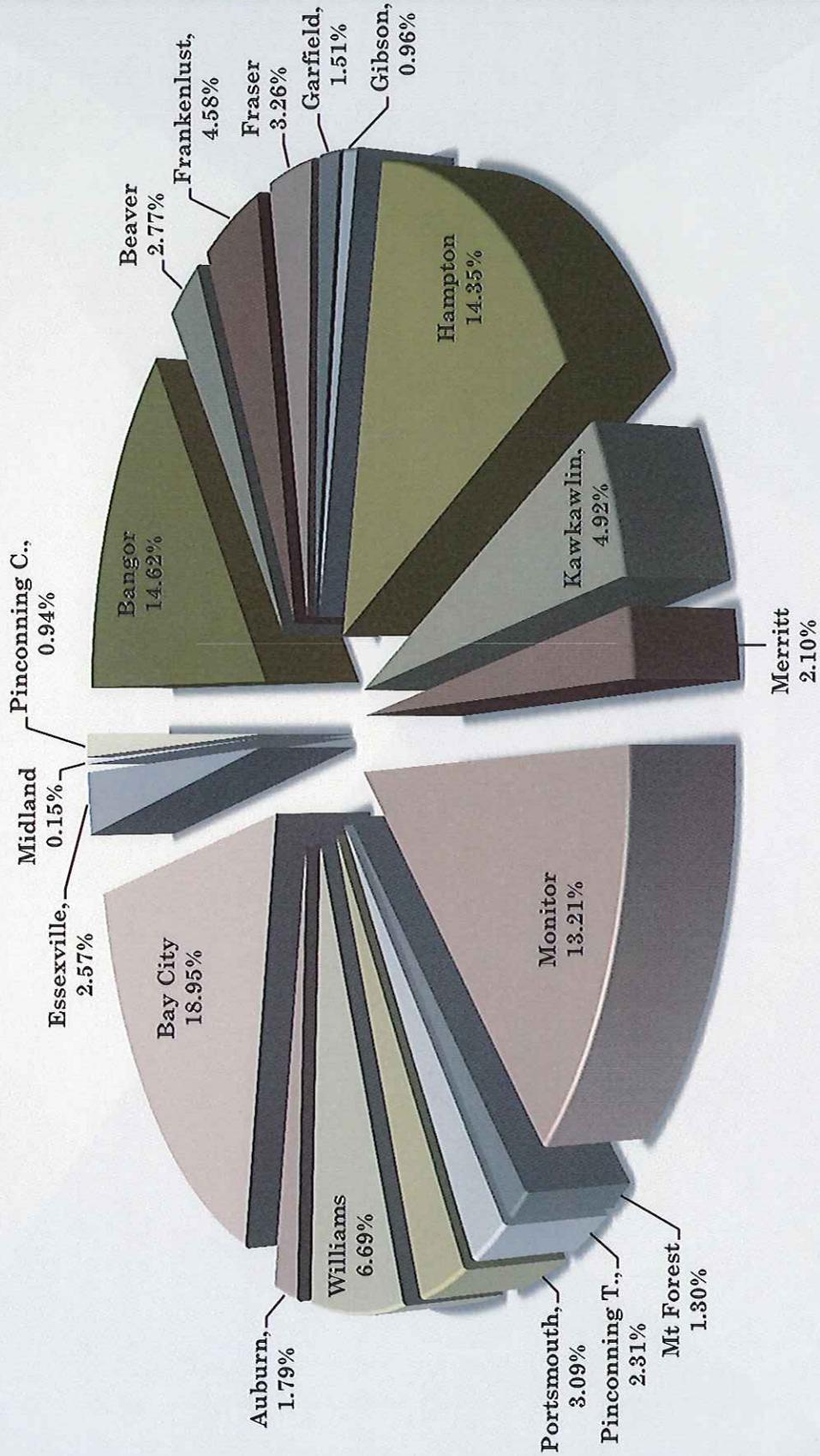
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2015 Equalization Report

State Equalized Value by Unit



Taxable Value by Unit



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2015 Equalization Report

Assessing Unit	<u>Real & Personal Property</u>				Percent Change	2015 Taxable	Percent Change
	2014 Equalized	2015 Equalized	2014 Taxable	2015 Taxable			
Bangor	448,370,850	445,647,900	431,041,672	419,466,602	-0.61%	419,466,602	-2.69%
Beaver	102,440,987	99,613,300	80,543,731	79,553,245	-2.76%	79,553,245	-1.23%
Frankenlust	141,258,500	150,532,750	128,893,083	130,479,358	6.57%	130,479,358	1.23%
Fraser	117,016,900	115,560,594	93,552,303	93,611,155	-1.24%	93,611,155	0.06%
Garfield	62,512,708	62,352,730	42,310,695	42,981,478	-0.26%	42,981,478	1.59%
Gibson	41,192,068	42,525,100	26,903,876	27,537,186	3.24%	27,537,186	2.35%
Hampton	424,188,545	428,595,400	411,371,821	411,811,987	1.04%	411,811,987	0.11%
Kawkawlin	174,746,054	167,275,650	141,137,873	141,240,847	-4.28%	141,240,847	0.07%
Merritt	83,347,650	92,866,750	60,465,173	60,326,762	11.42%	60,326,762	-0.23%
Monitor	423,594,500	438,991,800	378,472,280	379,276,157	3.63%	379,276,157	0.21%
Mt Forest	52,633,593	53,144,900	36,902,243	37,254,757	0.97%	37,254,757	0.96%
Pinconning T.	84,828,147	83,917,563	65,181,586	66,290,870	-1.07%	66,290,870	1.70%
Portsmouth	97,192,400	102,679,400	87,482,894	88,603,364	5.65%	88,603,364	1.28%
Williams	209,261,350	219,610,000	183,748,456	191,891,858	4.95%	191,891,858	4.43%
Auburn	51,066,200	52,416,300	50,259,020	51,290,612	2.64%	51,290,612	2.05%
Bay City	567,946,720	576,703,190	529,775,267	543,757,184	1.54%	543,757,184	2.64%
Essexville	76,015,850	75,295,200	73,615,239	73,323,519	-0.95%	73,323,519	-0.40%
Midland	5,421,900	5,401,100	4,324,312	4,341,904	-0.38%	4,341,904	0.41%
Pinconning C.	28,957,850	27,621,250	27,966,630	27,009,987	-4.62%	27,009,987	-3.42%
Totals	3,191,992,772	3,240,750,877	2,853,948,154	2,870,048,832	1.53%	2,870,048,832	0.56%

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2015 Equalization Report

<u>Real Property</u>						
<u>Assessing Unit</u>	<u>2014 Equalized</u>	<u>2015 Equalized</u>	<u>Percent Change</u>	<u>2014 Taxable</u>	<u>2015 Taxable</u>	<u>Percent Change</u>
Bangor	404,064,200	399,079,200	-1.23%	386,735,022	372,897,902	-3.58%
Beaver	100,404,387	97,432,600	-2.96%	78,507,131	77,372,545	-1.45%
Frankenlust	135,294,900	145,178,850	7.31%	123,071,539	125,125,458	1.67%
Fraser	109,116,600	107,180,294	-1.77%	85,805,744	85,230,855	-0.67%
Garfield	61,001,358	60,729,780	-0.45%	40,799,345	41,358,528	1.37%
Gibson	39,186,968	40,422,300	3.15%	25,060,574	25,544,489	1.93%
Hampton	386,632,445	392,176,900	1.43%	373,815,721	375,360,487	0.41%
Kawkawlin	162,313,304	155,171,900	-4.40%	129,450,881	129,522,726	0.06%
Merritt	75,209,350	85,677,850	13.92%	52,647,589	53,137,862	0.93%
Monitor	374,278,200	382,565,800	2.21%	338,073,204	330,680,480	-2.19%
Mt Forest	50,953,200	51,362,550	0.80%	35,258,021	35,472,407	0.61%
Pinconning T.	77,847,913	75,416,663	-3.12%	58,343,977	57,789,970	-0.95%
Portsmouth	93,750,600	99,190,300	5.80%	84,047,093	85,114,264	1.27%
Williams	184,255,300	193,461,600	5.00%	158,742,406	165,743,458	4.41%
Auburn	48,584,700	49,938,200	2.79%	47,836,020	48,812,512	2.04%
Bay City	512,423,870	517,962,390	1.08%	474,252,417	485,016,384	2.27%
Essexville	71,143,050	70,931,600	-0.30%	68,742,439	68,959,919	0.32%
Midland	5,046,500	5,058,600	0.24%	3,948,912	3,999,404	1.28%
Pinconning C.	23,027,400	21,663,400	-5.92%	22,036,180	21,052,137	-4.47%
Totals	2,914,534,245	2,950,600,777	1.24%	2,587,174,215	2,588,191,787	0.04%

551



Thomas L. Hickner
Bay County Executive



Joel R. Strasz
Public Health Director

1200 Washington Avenue
Bay City, Michigan 48708

(989) 895-4003
FAX (989) 895-4014
TDD (989) 895-4049
www.baycounty-mi.gov/Health

TO: Kim Coonan, Chairperson, Ways and Means Committee
FROM: Joel R. Strasz, Health Director
DATE: March 27, 2015
CC: Tom Hickner, Amber Johnson, Crystal Hebert, Kim Priessnitz, Kathy Janer, Mark Pickell
RE: FY 2014-2015 Agreement with the Michigan Department of Environmental Quality Amendment #1

BACKGROUND:

The enclosed agreement amends the 2014-2015 MDEQ Agreement between Bay County and the Michigan Department of Environmental Quality. The Amendment incorporates the addition of the Septage Waste Haulers Inspection Program, which was previously administered in Bay County by the Midland County Health Department.

FINANCIAL CONSIDERATIONS:

This Amendment reflects adjustments to funding levels to a total of \$9,307 which is an increase in the amount of \$550.00 to the total.

RECOMMENDATION

Upon favorable review by Corporation Counsel, the Health Department recommends Amendment #1 be approved and signed by the Board Chair, and seeks Board approval for any necessary budget adjustments relating to this Amendment .

BAY COUNTY BOARD OF COMMISSIONERS

4/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (4/7/15)

WHEREAS, An Amendment to the 2014-2015 MDEQ Agreement between Bay County and the Michigan Department of Environmental Quality has been submitted; and

WHEREAS, The Amendment incorporates the addition of the Septage Waste Haulers Inspection Program, which was previously administered in Bay County by the Midland County Health Department; and

WHEREAS, This Amendment reflects adjustments to funding levels to a total of \$9,307 which is an increase in the amount of \$550.00 to the total; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves Amendment # 1 to the 2014-2015 MDEQ Agreement between Bay County and the Michigan Department of Environmental Quality and authorizes the Chairman of the Board to execute said Agreement on behalf of Bay County following legal review/approval; Be It Further

RESOLVED That required budget adjustments relating to this Amendment are approved.

KIM COONAN, CHAIR AND COMMITTEE

Health Dept - Amendment 1 to 2014-2015 MDEQ Agreement

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:
ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____
VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____



Thomas L. Hickner
Bay County Executive



Joel R. Strasz
Public Health Director

1200 Washington Avenue
Bay City, Michigan 48708

(989) 895-4003
FAX (989) 895-4014
TDD (989) 895-4049
www.baycounty-mi.gov/Health

TO: Kim Coonan, Chairperson, Ways and Means Committee
FROM: Joel R. Strasz, Health Director
DATE: March 27, 2015
CC: Tom Hickner, Amber Johnson, Crystal Hebert, Kim Priessnitz, Kathy Janer, Mark Pickell
RE: FY 2014-2015 Comprehensive Planning, Budgeting and Contracting Agreement (CPBC) Amendment #2

BACKGROUND:

The enclosed agreement amends the 2014-2015 CPBC Agreement between Bay County and the Michigan Department of Community Health. The Amendment incorporates the Annual Budget, Output Measures, Funding/Reimbursement Matrix, updated program language and revised allocations received since the original agreement was issued.

FINANCIAL CONSIDERATIONS:

This Amendment reflects adjustments to funding levels as follows:

i-a. Allocation Changes – Existing Projects

Project Title	Current Amount	Amended Amount	New Project
ELPHS Drinking Water	19,528.00	-716.00	18,812.00
ELPHS Food	92,564.00	-3,396.00	89,168.00
ELPHS MDCH Other	82,341.00	-4,728.00	77,613.00
ELPHS Onsite Sewage	69,238.00	-2,540.00	66,698.00
TOTAL :	263,671.00	-11,380.00	252,291.00

ii. Budget Category changes

Project Title
Food ELPHS
MDEQ Drinking Water
MDEQ On-site Sewage
Sexually Transmitted Disease (STD-ELPHS)

The decrease in the above program funds reflects the recent executive order from Governor Snyder. It is expected that cuts in programs such as STD will be countered by higher than anticipated returns in Medicaid Full Cost Reimbursement and food licensing fees.

RECOMMENDATION

Upon favorable review by Corporation Counsel, the Health Department recommends Amendment #2 be approved and signed by the Board Chair, and seeks Board approval for any necessary budget adjustments relating to this Amendment .

BAY COUNTY BOARD OF COMMISSIONERS

4/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (4/7/2015)
 WHEREAS, An Agreement amending the 2014-2015 CPBC Agreement between Bay County and the Michigan Department of Community Health has been received by the Health Department; and
 WHEREAS, The Amendment incorporates the Annual Budget, Output Measures, Funding/Reimbursement Matrix, updated program language and revised allocations received since the original agreement was issued; and
 WHEREAS, This Amendment reflects adjustments to funding levels as follows:

i-a. Allocation Changes – Existing Projects

Project Title	Current Amount	Amended Amount	New Project
ELPHS Drinking Water	19,528.00	-716.00	18,812.00
ELPHS Food	92,564.00	-3,396.00	89,168.00
ELPHS MDCH Other	82,341.00	-4,728.00	77,613.00
ELPHS Onsite Sewage	69,238.00	-2,540.00	66,698.00
TOTAL :	263,671.00	-11,380.00	252,291.00

ii. Budget Category changes

Project Title
Food ELPHS
MDEQ Drinking Water
MDEQ On-site Sewage
Sexually Transmitted Disease (STD-ELPHS)

WHEREAS, The decrease in the above program funds reflects the recent executive order from Governor Snyder, however, it is expected that cuts in programs such as STD will be countered by higher than anticipated returns in Medicaid Full Cost Reimbursement and food licensing fees; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves Amendment # 2 to the 2014-2015 CPBC Agreement and authorizes the Chairman to execute said Amendment and all related documents on behalf of Bay County following legal review/approval; Be It Further

RESOLVED That required budget adjustments relating to this Amendment are approved.

KIM COONAN, CHAIR AND COMMITTEE

Health Dept - Amendment 2 to 2014-2015 CPBC Agreement

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____

AMENDED _____ CORRECTED _____ REFERRED _____

**BAY COUNTY DEPARTMENT OF
ENVIRONMENTAL AFFAIRS
& COMMUNITY DEVELOPMENT**

515 Center Avenue, Suite 501
Bay City, Michigan 48708

Phone 989-895-4135
Fax 989-895-4068
TDD 989-895-4049
<http://www.baycounty-mi.gov>



TOM HICKNER
County Executive

LAURA OGAR, DIRECTOR
ogarl@baycounty.net

Community Initiatives
Geographic Information Systems
Gypsy Moth Suppression Program
Mosquito Control
Transportation Planning

M E M O R A N D U M

DATE: April 1, 2015

TO: Commissioner Kim Coonan, Chair
Ways & Means Committee

FROM: Laura Ogar, Director
Environmental Affairs & Community Development

RE: Authorization to Accept Contribution from Private Sources – for Shoreline Access
Bay Area Chamber of Commerce Foundation - Community Foundation

Background:

The Bay Area Community Foundation and the Bay Area Chamber of Commerce Road Map for Bay County show a priority on shoreline access and improvements. The Bay Area Chamber of Commerce received funding support in the amount of \$14,400.00 for the purpose of supporting Bay County Environmental Affairs and Community Development's efforts to increase access at the shoreline at the Bay City State recreation Area (BCSRA). The Funding will go towards purchase of an EZ Floating Dock out at the shoreline area, continuing on the work that the Bay County Executive and the Commissioners have made a priority. The floating dock will foster outdoor connections between residents and visitors and provide a welcoming, attractive scenic bay-front viewing location that will draw people outdoors and to the shore. Installation will be done by volunteers with the Friends of Bay City State Recreation Area and DNR Staff. The Bay County Environmental Affairs and Community Development Department will receive this private source contribution and it will be paid out on a reimbursement basis.

Finance & Economics:

No general funds will be used or obligated. There is no in-kind match required. The Bay County Environmental Affairs and Community Development Department will prepare the General Permit application for DNR Parks and coordinate with DNR Parks to ensure the floating dock project at the Bay City State Recreation Area is located at the end of the sand path to ensure adequate access. The estimated grant is \$14,400.00.

Recommendation:

The Director of the Environmental Affairs and Community Development recommends authorizing the acceptance of the Contribution from Private Sources from the Bay Area Chamber of Commerce to cover the costs of the EZ Dock purchase and permit costs and associated fees, and that any associated expenditures be approved and signed by the Board Chair, and seeks Board approval for any and all necessary budget adjustments relating to this

cc: Tom Hickner, Deanne Berger, Crystal Hebert, Tim Quinn, Bob Redmond, Debbie Russell

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BAY COUNTY BOARD OF COMMISSIONERS

4/14/2015

RESOLUTION

- BY: WAYS AND MEANS COMMITTEE (4/7/15)
- WHEREAS, The Bay Area Community Foundation and the Bay Area Chamber of Commerce Road Map for Bay County show a priority on shoreline access and improvements; and
- WHEREAS, The Bay Area Chamber of Commerce received funding support in the amount of \$14,400 for the purpose of supporting Bay County Environmental Affairs and Community Development's efforts to increase access at the shoreline at the Bay City State Recreation Area (BCSRA); and
- WHEREAS, The funding will go towards the purchase of an EZ Floating Dock at the shoreline area, continuing on the work that the Bay County Executive and Commissioners have made a priority; and
- WHEREAS, The floating dock will foster outdoor connections between residents and visitors and provide a welcoming, attractive scenic bay-front viewing location that will draw people outdoors to the shore; and
- WHEREAS, Installation will be done by volunteers with the Friends of Bay City State Recreation Area and DNR staff; and
- WHEREAS, The Bay County Department of Environmental Affairs and Community Development will receive this private source contribution and it will be paid out on a reimbursement basis; and
- WHEREAS, No Bay County funds nor in-kind match is required and the estimated grant is \$14,400; and
- WHEREAS, The Bay County Department of Environmental Affairs and Community Development will prepare the General Permit application for DNR Parks and coordinate with DNR Parks to ensure the floating dock project at the Bay City State Recreation Area is located at the end of the sand path to ensure adequate access; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners authorizes acceptance of the Contribution from Private Sources from the Bay Area Chamber of Commerce to cover the costs of the EZ Dock purchase and permit costs and associated fees; Be It Further
- RESOLVED That any associated expenditures be approved from grant funds and, further, that the Chairman of the Board is authorized to sign any required documents on behalf of Bay County following legal review/approval; Be It Finally
- RESOLVED That required budget adjustments related to this project are approved.

KIM COONAN, CHAIR
AND COMMITTEE

Environmental Affairs - EZ Floating Dock

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:
ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____
VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____

-61-

THOMAS L. HICKNER
Bay County Executive



Richard C. Pabalis
Project Manager
Buildings and Grounds
pabalisc@baycounty.net
<http://www.baycounty-mi.gov>

BAY COUNTY BUILDINGS
AND GROUNDS DIVISION
515 Center Avenue, Suite G101
Bay City, Michigan 48708-5121

TEL (989) 895-4097
FAX (989) 895-4222
TDD (989) 895-4049
(HEARING IMPAIRED)

TO: KIM COONAN
WAYS & MEANS, CHAIRMAN

FROM: RICHARD PABALIS *RP/pal*
PROJECT MANAGER, BUILDINGS & GROUNDS

DATE: MARCH 30, 2015

RE: COMMUNITY CENTER KITCHEN
FINAL PROJECT UPDATE

1. The new Community Center kitchen is up and running.
2. Renovations to the existing Dining Center are complete.
3. A final punch-list has been generated and Pumford is working to correct them all.
4. As built drawings are being completed.
5. A few exterior landscaping items will be finished up in the next couple weeks..
6. Project Operational & Maintenance manuals are being put together..
7. Minor adjustments to the alarm system are being worked out.

The entire project went well with no major issues to address. The kitchen staff did a super job during the transition from the old kitchen to the new kitchen. Everyone is still learning the new equipment and realizing how much more efficient it is.

Cc: Cristen Gignac

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**BAY COUNTY
Recreation & Facilities**

Cristen M. Gignac
Director of Recreation & Facilities
gignacc@baycounty.net

515 Center Avenue
Bay City, Michigan 48708

Phone (989) 895-4130
Fax (989) 895-2094
TDD (989) 895-4049
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Thomas L. Hickner
County Executive

BUILDINGS & GROUNDS
Jon Morse, Supervisor
morsej@baycounty.net

RECREATION
Brent Goik, Recreation & Clubhouse Supervisor
goikb@baycounty.net

To: Kim Coonan, Chairman of Ways & Means Committee
From: Cristen Gignac, Director of Recreation and Facilities
Date: March 31, 2015
Subject: Bay County Market

Request: To gain approval from the Board of Commissioners for the following: to enter into a short term contract with the current lessees for the Bay County Market and Market Restaurant, approval to go out for RFI and RFP for these properties as the current contract has expired, approval to apply for grants for this property.

Background: The contract for the Market property and the Market Restaurant has expired and we are currently in a holdover status with the lessees. Because we are getting closer to the market season and have a lot of work ahead of us, we are recommending that we sign a short term agreement with the current lessees that would expire at the end of the year in order to complete the RFI and RFP process as policy requires at the end of a contract term. This short term contract would have updated terms and conditions, although the income generated from the lease would remain status quo.

Additionally, I would like to explore and apply for grants to enhance the Market property. Research will be conducted to establish what enhancements are appropriate and reasonable for the property.

Economics: The revenue generated from this contract for 2015 will be \$17,168.

Recommendation: Grant authorization for the Board Chairman to sign the contract for the Market property and Market restaurant upon favorable review from Corporation Counsel. Grant authorization for Administration to go out for a RFI and RFP for these properties. Grant authorization to apply for grants for the Market properties.

cc: Tom Hickner Jon Morse Frances Moore
Crystal Hebert Rick Pabalis Robert Redmond

-63-

BAY COUNTY BOARD OF COMMISSIONERS

4/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (4/7/15)
 WHEREAS, The Lease Agreement for the Market property and the Market Restaurant has expired and is currently in a holdover status with the lessees; and
 WHEREAS, Because the market season is fast approaching and considerable work still needs to be done, it is recommended that Bay County sign a one (1) year extension of Lease Agreement with the current lessees in order to complete the RFI and RFP process, as policy requires, at the end of a contract term; and
 WHEREAS, This Lease Extension would have updated terms and conditions, although the income generated from the Lease would remain status quo. The revenue generated from this Lease for 2015 will be \$17,168; and
 WHEREAS, The Director of Recreation and Facilities would also like to explore and apply for grants to enhance the Market property, research will be conducted to establish what enhancements are appropriate and reasonable for the property; Therefore, Be It
 RESOLVED That the Bay County Board of Commissioners approves a one (1) year extension of the Lease Agreement for the Market property and the Market Restaurant and authorizes the Chairman of the Board to execute the required documents on behalf of Bay County following legal review/approval; Be It Further
 RESOLVED That authorization is granted to proceed with the RFI and RFP for these properties; Be It Finally
 RESOLVED That the Director of Recreation and Facilities is authorized to apply for grants for this property and the Chairman of the Board is authorized to execute grant applications and related documents on behalf of Bay County following review by the appropriate departments.

KIM COONAN, CHAIR
 AND COMMITTEE

Recreation & Facilities - County Market Lease Extension

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:
 ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____
 VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
 AMENDED _____ CORRECTED _____ REFERRED _____

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BAY COUNTY
Recreation & Facilities

Cristen M. Gignac
Director of Recreation & Facilities
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515 Center Avenue
Bay City, Michigan 48708

Phone (989) 895-4130
Fax (989) 895-2094
TDD (989) 895-4049
www.baycounty-mi.gov



Thomas L. Hickner
County Executive

BUILDINGS & GROUNDS
Jon Morse, Supervisor
morsej@baycounty.net

RECREATION
Brent Goik, Recreation & Clubhouse Supervisor
goikb@baycounty.net

To: Kim Coonan, Chairman of Ways & Means Committee
From: Cristen Gignac, Director of Recreation & Facilities
Date: March 31, 2015
Subject: Boys & Girls Club Summer Program

Request: Authorize the renewal of our contract with the Boys & Girls Club for the Summer Recreation Program.

Background: For several years now The Boys & Girls Club of Bay County has run a summer program for children at their Bay City, Essexville and Pinconning units. This program ensures children of Bay County have a safe and fun learning environment and offers a variety of activities. Bay County has provided necessary funding for this program in previous years, which has contributed to its success.

The Bay City Public Schools has informed me that they will continue to provide food for children at this location as well as other local sites. The Summer Food Service Program will be funded by the USDA meal reimbursement program administered by the Michigan Department of Education.

Economics: The contribution of \$13,000 has been budgeted in the 2015 recreation budget.

Recommendation: Approve contracting with the Boys & Girls Club of Bay County for their summer recreation program and authorize the Board Chairman to sign this contract on behalf of Bay County upon review and approval as to legal form only by Corporation Counsel.

cc: Tom Hickner Crystal Hebert Kim Priessnitz
Tim Quinn Ginger Drzewicki

BAY COUNTY BOARD OF COMMISSIONERS

4/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (4/7/15)

WHEREAS, With approval of the Bay County Board of Commissioners, for several years the Boys and Girls Club of Bay County and Pinconning have run a summer Recreation Program for children throughout Bay County; and

WHEREAS, The program ensures children of Bay County a safe and fun learning environment and offers a variety of activities and Bay County has assisted with this program and its success in recent years;

WHEREAS, The Bay County Board of Commissioners has always been supportive of summer programs for the youth of Bay County and has provided funding necessary for this program; and

WHEREAS, The Bay City Public Schools has advised that they will continue to provide food for children at the local sites and the Summer Food Service Program will be funded by the USDA meal reimbursement program administered by the Michigan Department of Education; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the Boys and Girls Summer Recreation Program and appropriates \$13,000 for the operation of the program, monies budgeted in the adopted 2015 Recreation Department budget; Be It Further

RESOLVED That the Chairman of the Board is authorized to execute any documentation required for the Summer Recreation Program on behalf of Bay County following legal review/approval; Be It Finally

RESOLVED That related budget adjustments, if required, are approved.

KIM COONAN, CHAIR
AND COMMITTEE

Recreation&Facilities - Summer Recreation Program - Boys and Girls Club

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:
 ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____
 VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
 AMENDED _____ CORRECTED _____ REFERRED _____

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BAY COUNTY
Administrative Services

**Cristen M. Gignac, Director of
Recreation & Facilities**
gignacc@baycounty.net

515 Center Avenue, Suite 403
Bay City, Michigan 48708

Phone (989) 895-4132
Fax (989) 895-2094
TDD (989) 895-4049
www.baycounty-mi.gov



Thomas L. Hickner
County Executive

BUILDINGS & GROUNDS
Jon Morse, Superintendent
morsej@baycounty.net

RECREATION
Brent Goik, Recreation Manager
goikb@baycounty.net

TO: Kim Coonan, Chairperson of Ways & Means Committee and Commissioners
FROM: Brent Goik, Recreation Manager
RE: Civic Arena Youth Program
DATE: March 31, 2015

REQUEST: To begin a Recreational Youth Hockey Program run by the Civic Arena for those ages K-4th grade that is free for the player's first year. Add this to the fee schedule to allow us to run this program at no cost to the player for the first year.

BACKGROUND: The Civic Arena was approached by a member of the Bay County Hockey Association and a parent who has vested interest in the Association and the Arena who approached us with an idea to start a youth hockey program run by the Arena. The idea came from a successful program that is run in the state of Wisconsin. The program is a recreational youth hockey program designed to be a feeder program into the Bay County Hockey Association. The overall long-term goal of this program is to create skaters and hockey players that will use our facility for years to come.

Over recent years the youth hockey numbers in our Association and others have diminished. Both the Arena and the Association have been looking for ideas to bring these numbers back to their height. A meeting was held late last year with representatives from Bay County Administration, Arena staff, and with the individuals mentioned above discussing this idea.

The meeting concluded that the Arena should start a free program for beginners (skaters and hockey players) for the first year with the intentions of attracting the players and transitioning them into the Hockey Association for years to come. The additional skaters in the Hockey Association will transition to the organization renting more ice time from the Arena. With the help of the Bay County Civic Arena Endowment fund, the Arena was able to purchase new skates, helmets, sticks, and gloves that will be used for the program to ensure the players have access to equipment. As a side note, the skates and helmets will be available to be rented by the public outside of this program.

ECONOMICS: The first year will see no additional revenue to the budget from the Recreational Youth Hockey Program. There was no expenditures occurred by the Civic Arena's budget for equipment. All equipment was purchased through money from the Bay County Civic Arena Endowment Fund. The goal of this program has a long-term financial gain of more users of the facility. Once this program becomes successful, we come back to the oard to determine a charge for 2nd year participants.

RECOMMEDATION: Add the Recreational Youth Hockey Program for 1st year participants at \$0.00 dollars.

CC: Cristen Gignac Tom Hickner
Robert Redmond Crystal Hebert

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BAY COUNTY BOARD OF COMMISSIONERS

4/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (4/7/15)
 WHEREAS, Civic Arena staff was approached by a member of the Bay County Hockey Association and a parent who have a vested interest in the Association and the Arena with an idea to start a youth hockey program run by the Arena; and
 WHEREAS, The idea came from a successful program that is run in the state of Wisconsin and the program is a recreational youth hockey program designed to be a feeder program into the Bay County Hockey Association with the overall long-term goal of this program to create skaters and hockey players that will use our facility for years to come; and
 WHEREAS, Over recent years the youth hockey numbers in the Association and others have diminished and both the Arena and the Association have been looking for ideas to bring these numbers back to their height; and
 WHEREAS, A meeting was held late last year with representatives from Bay County Administration, Arena staff, and with the individuals mentioned above to discuss this idea and those present concluded that the Arena should start a free program for beginners (skaters and hockey players) for the first year with the intention of attracting players and transitioning them into the Hockey Association for years to come and the additional skaters in the Hockey Association will transition to the organization renting more ice time from the Arena; and
 WHEREAS, With the help of the Bay County Civic Arena Endowment fund, the Arena was able to purchase new skates, helmets, sticks, and gloves that will be used for the program to ensure the players have access to equipment and the skates and helmets will be available to be rented by the public outside of this program. There were no expenditures incurred by the Civic Arena's budget for equipment as all equipment was purchased through money from the Bay County Civic Arena Endowment Fund; and
 WHEREAS, The first year will see no additional revenue to the budget from the Recreational Youth Hockey Program. The goal of this program has a long-term financial gain of more users of the facility and, once this program becomes successful, Administration will come back to the Board to determine a charge for 2nd year participants; Therefore, Be It
 RESOLVED That the Bay County Board of Commissioners approves a Recreational Youth Hockey Program run by the Civic Arena for ages K-4th grade that is free for the player's first year; Be It Further
 RESOLVED That this be added to the Bay County Fee Schedule to allow the Civic Arena to run this program at no cost to the player for the first year.

KIM COONAN, CHAIR
 AND COMMITTEE

Civic Arena - Recreational Youth Hockey Program

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____
 VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
 AMENDED _____ CORRECTED _____ REFERRED _____

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BAY COUNTY
Administrative Services

**Cristen M. Gignac, Director of
Recreation & Facilities**
gignacc@baycounty.net

515 Center Avenue, Suite 403
Bay City, Michigan 48708

Phone (989) 895-4132
Fax (989) 895-2094
TDD (989) 895-4049
www.baycounty-mi.gov



Thomas L. Hickner
County Executive

BUILDINGS & GROUNDS
Jon Morse, Superintendent
morsej@baycounty.net

RECREATION
Brent Goik, Recreation Manager
goikb@baycounty.net

TO: Kim Coonan, Chairperson of Ways & Means Committee and Commissioners
FROM: Brent Goik, Recreation Manager
RE: Civic Arena Helmet Rental
DATE: March 6, 2015

REQUEST: To add a helmet rental rate to the daily fee schedule at the Civic Arena.

BACKGROUND: The Civic Arena acquired 50 hockey helmets through designated money from our endowment fund through the Bay Area Community Foundation. The helmets are intended for a future youth program that is starting the spring of 2015. However, during public skate times we have been requested on separate occasions if we had helmets available for use. Alongside using them for our youth program we would like to include a fee for their use during public skates, stick and puck, and drop in hockey.

ECONOMICS: We are requesting a rental fee of \$2 for use of a helmet. Our public skating fee is \$4 and our skate rental is \$2. This price would align with our current fee structure. Having no expenditures coming from the Civic Arena budget, all rental fees from the helmets would be 100% profit to the revenue stream.

RECOMMEDATION: Upon favorable review from Corporation Counsel, approval to add a rental fee of \$2 to the Civic Arena's daily fee schedule and for the Board Chairman to sign any related documents.

CC: Cristen Gignac Tom Hickner
Robert Redmond Crystal Hebert

BAY COUNTY BOARD OF COMMISSIONERS

4/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (4/7/15)

WHEREAS, The Bay County Civic Arena acquired 50 hockey helmets through designated money from the Bay County Civic Arena Endowment Fund through the Bay Area Community Foundation; and

WHEREAS, The helmets are intended for a future youth program that is starting the Spring of 2015, however, during public skate times requests have been made on separate occasions for helmet use; and

WHEREAS, In addition to using the helmets for the Civic Arena youth program, it is recommended that a \$2.00 fee for helmet use during public skates, stick and puck, and drop-in hockey be established; and

WHEREAS, The public skating fee is \$4 and the skate rental fee is \$2 so the \$2 helmet use fee would align with the Arena's current fee structure; and

WHEREAS, Since no expenditures were made for the helmets from the Civic Arena budget, all rental fees for helmet use would be 100% profit to the revenue stream; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the Civic Arena helmet rental fee of \$2.00, said rental fee to be incorporated in the Bay County Fee Schedule.

KIM COONAN, CHAIR
AND COMMITTEE

Civic Arena - Helmet Rental Fee

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:
ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____
VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____



**BAY COUNTY
PERSONNEL DEPARTMENT**

Tim Quinn, Director
quinn@baycounty.net
(989) 895-4098 (T)
(989) 895-2076 (F)

Thomas L. Hickner
County Executive

Tiffany Jerry, Payroll/Benefits Supervisor
jerry@baycounty.net
(989) 895-4032 (T)
(989) 895-2076 (F)

Rebecca Marsters, Retirement Administrator/Accountant
marstersr@baycounty.net
(989) 895-4043 (T)
(989) 895-2076 (F)

Jeanle Deckert, Wellness Coordinator
deckertj@baycounty.net
(989) 895-4087 (T)
(989) 895-2076 (F)

Becky Smutek, Payroll Clerk
smutekb@baycounty.net
(989) 895-4044 (T)
(989) 895-2076 (F)

To: Kim Coonan, Chair, Ways and Means Committee

From: Tim Quinn, Director of Personnel and Employee Relations 

Date: March 31, 2015

Re: Renewal of Professional Services Agreement for Equalization

Request/Background:

In 2013, the Board approved renewing the agreement with Richard N. Gruber CMAE IV (EQU Services) to provide all necessary and required State of Michigan Assessor Level IV and equalization services. Mr. Gruber is able to serve as Acting Equalization Director for Bay County because he meets and exceeds standards required by the State of Michigan.

Finance/Economics:

Mr. Gruber has provided professional services for the amount of \$18,000 per year, paid in quarterly increments. As an independent contractor, he does not receive any benefits.

Recommendation

Administration recommends that the Board renew the Professional Services Agreement with Mr. Gruber's EQU Services including:

- A two-year term
- Professional fee of \$18,000 per year
- Scope of Services as listed on attached Exhibit A

BAY COUNTY BOARD OF COMMISSIONERS

4/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (4/7/15)

WHEREAS, In 2010 the Bay County Board of Commissioners approved a contractual arrangement with Richard Gruber to provide necessary and required State of Michigan Assessor Level IV and equalization services and this contractual arrangement has been extended every two years since 2011; and

WHEREAS, Mr. Gruber is able to serve as Acting Equalization Director for Bay County because he meets and exceeds standards required by the State of Michigan; and

WHEREAS, Mr. Gruber provides professional services for \$18,000 per year, paid in quarterly increments, and receives no benefits; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the Professional Services Agreement which outlines the scope of basic equalization services (attached) with Mr. Gruber's EQU Services for a two year term and approves the professional fee of \$18,000 per year, with no benefits; Be It Further

RESOLVED That the Chairman of the Board is authorized to execute said Professional Services Agreement on behalf of Bay County following legal review/approval.

KIM COONAN, CHAIR AND COMMITTEE

Acting Equalization Director - Richard Gruber

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:
ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____
VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____

**Scope of Basic Equalization Services
Exhibit "A"**

Gruber shall provide all necessary and/or required State Assessors Level IV assessing and equalization services in coordination with the County Equalization Department:

1. Complete single year studies where appropriate to amend starting base for those units experiencing sharply declining real estate markets.
2. Cause to be printed in a local newspaper estimated tax multipliers and ratios on or before the third Monday in February.
3. Examine assessment rolls of all townships and cities during February, March and April and/or as required.
4. Review spread of July tax rolls and special assessments.
5. Review spread of December tax rolls and special assessments.
6. Review assessors' submitted L-4021 and L-4022 forms.
7. Review L-4023 forms for correctness in procedure and content and file with State Tax Commission. Complete L-4024 form for County Equalization. File with the State Tax Commission a tabular statement of the County Equalization adopted by the County Board of Commissioners.
8. Utilize L-4025 from assessors to calculate L-4028 pertaining to millage reduction fractions. Report indicating gains, losses and creating multipliers to satisfy Public Acts 532 of 1978 and Public Act 213 of 1981, MCL 211.34d (Headlee Amendment), MCL 211.34 (Truth in Assessing), and MCL 211.24e (Truth in Taxation). These calculations must be created for all jurisdictions, which include school districts, intermediate schools, community colleges, county and Authorities.
9. Review and complete L-4046 tabulation of final Taxable Valuations and file with the State Tax Commission.
10. Complete and file Interim Equalization reports with the State Tax Commission.
11. Review L-4029 forms from local government units for tax rates in accordance with MCL 211.34d and MCL 211.34 and Sec. 31, Article 9 of 1963 constitution and MCL 211.24e, Truth in Taxation.
12. Perform additional required tasks which may only be performed by Level IV Assessors.

BAY COUNTY BOARD OF COMMISSIONERS

4/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (4/7/15)

RESOLVED That the Bay County Board of Commissioners hereby approves the claims against the County as follows:

ACCOUNTS PAYABLE:

3/11/15	\$ 641,579.96
3/18/15	\$ 376,986.87
3/25/15	\$ 520,164.26
4/01/15	\$ 175,176.36

BAYANET:

2/1/15 - 2/28/15	
Payables	\$ 8,629.52
Payroll	\$ 11,003.55

HOUSING (Center Ridge Arms):

03/24/15	\$ 44,994.49
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KIM COONAN, CHAIR
AND COMMITTEE

Payables-April

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____
VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____

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Analysis of General Fund Unreserved/Undesignated Fund Balance 2015

Report Date: 3/31/2015

Description	Journal Number	2015 Fund Balance
Estimated Unaudited Assigned Fund Balance or (Deficit) 12/31/2014		\$5,052,249
Reverse previous years Committed Fund Balance *		\$0

Assigned Fund Balance or (Deficit)		\$5,052,249

2015 Budgeted Surplus /(Deficit)		-\$445,055
 BUDGET ADJUSTMENTS POSTED IN JANUARY THROUGH MARCH 2015		

Purchase a bed liner for the 2006 Sterling dump truck	15-02-0253	-\$1,600
To purchase a 2006 Sterling dump truck	15-02-0068	-\$48,500
Increase Corp. Counsel budget for reorganization to Dept head and pay grade PN12	15-02-0004	-\$7,698
Increase Corp. Counsel budget to fund the Assistant Corp. Counsel position	15-02-0003	-\$53,928
Civic Arena's purchase of skates & helmets funding source Bay Foundation	15-02-0002	-26,072
Budget for the repair of the southside elevator in County building	15-03-0026	-22,000
Increase GIS budget for enhanced LiDAR data Aerial Photography project	15-03-0002	-42,750

March 31, 2015		-202,548

Assigned Fund Balance or (Deficit) 3/31/2015		\$4,404,646



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FINANCE/INFORMATION SYSTEMS
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Bay County Executive

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Julie A. Coppens
Information Systems Manager
coppensj@baycounty.net

TO: Kim Coonan, Chairperson
Ways & Means Committee

FROM: Crystal Hebert *CM*
Finance Officer

RE: Executive Directive #2007-11

DATE: March 31, 2015

REQUEST:

Please place this memo on the April 7, 2015, agenda for your committee's information.

BACKGROUND:

On March 9, 2015 an e-mail was sent requesting departments to contact their grantor agencies to confirm their level of grant funding for the current year. As stated previously, the Finance Department would request monthly updates from these departments regarding their grant funding status and then provide a status update to your committee at your monthly meeting.

ECONOMICS:

As of the date of this missive, the following are the updates to the previous correspondence:

1. The state grantor agencies that have responded to department's requests indicate that funding levels for the state grants with regard to fiscal year 2014 and/or 2015 appear to have no changes.

RECOMMENDATION:

To receive.

c: Tom Hickner
Kim Priessnitz
Tim Quinn



BAY COUNTY
FINANCE/INFORMATION SYSTEMS

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Bay County Executive

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To: Kim Coonan, Chairperson
Ways and Means Committee

From: Crystal Hebert *CH*
Finance Officer/IT

Date: April 1, 2015

Re: Post Audit and Investigative Functions

Background:

Under the Optional Unified Form of County Government, Act 139 of 1973, the Board may inquire into and investigate the official conduct and audit the accounts of a county office, which may necessitate entry into a contract with third parties to assist in those audit and investigative functions. One of my responsibilities as the Finance Officer of Bay County is to perform all central accounting functions which includes ensuring internal controls are in place to mitigate potential fraud. This may also require the use of outside entities, staff or financial resources.

Economics/Finance:

In order to fulfill that responsibility when a sense of urgency or discretion is warranted, I am requesting the board authorize the Bay County Executive and the Chairman of the Bay County Board of Commissioners, or their designee, to sign any required documentation (not to exceed \$10,000 per agreement) to contract with third parties to assist with such special audit and investigative functions, after review by corporation counsel and personnel. I'm also asking the board to budget the resources within the Finance budget of up to \$10,000 per year for this purpose.

Recommendations:

I am recommending that the Ways and Means Committee approve authorizing the Bay County Executive and the Chairman of the Bay County Board of Commissioners, or their designee, to sign required documentation for special audit and investigative functions, not to exceed \$10,000.00 per agreement, and a budget adjustment of up to \$10,000 per year for the same.

C. Tom Hickner
Tim Quinn
Amber Johnson
Robert Redmond
Kim Priessnitz

BAY COUNTY BOARD OF COMMISSIONERS

4/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (4/7/15)

WHEREAS, Pursuant to Optional Unified Form of County Government, Act 139 of 1973, the Board of Commissioners may inquire into and investigate the official conduct and audit the accounts of a county office which may necessitate entry into a contract with third parties to assist in those audit and investigative functions; and

WHEREAS, One of the responsibilities of the Finance Officer of Bay County is to perform all central accounting functions which include ensuring internal controls are in place to mitigate potential fraud which may also require the use of outside entities, staff or financial resources; and

WHEREAS, In order to fulfill that responsibility when a sense of urgency or discretion is warranted, the Finance Officer has requested that the Chairman of the Board of Commissioners and the County Executive be authorized to sign any required documentation (not to exceed \$10,000 per agreement) to contract with third parties to assist with such special audit and investigative functions, said contract(s) to be reviewed and approved by legal counsel; and

WHEREAS, The Finance Officer is also requesting the Board to budget the resources within the Finance Department budget of up to \$10,000 per year for this purpose; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners authorizes the Chairman of the Board of Commissioners and the County Executive to sign any required documentation (not to exceed \$10,000 per agreement) to contract with third parties to assist with such special audit and investigative functions, said contract(s) to be reviewed and approved by legal counsel; Be It Further

RESOLVED That up to \$10,000 for this function is to be budgeted annually in the Finance Department budget.

KIM COONAN, CHAIR
AND COMMITTEE

Finance - Post Audit & Investigative Functions

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:
 ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____
 VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
 AMENDED _____ CORRECTED _____ REFERRED _____

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