

BAY COUNTY BOARD OF COMMISSIONERS

TUESDAY, JANUARY 17, 2023

4:00 P.M.

COMMISSION CHAMBERS, FOURTH FLOOR, BAY COUNTY BUILDING

PAGE NO.

I. CALL TO ORDER (CHAIRMAN BEGICK)

II. ROLL CALL

III. INVOCATION

IV. PLEDGE OF ALLEGIANCE

19-29

V. MINUTES (12/13/2022)

VI. CITIZEN INPUT

VII. PETITIONS AND COMMUNICATIONS

A. Presentations - 4:00 p.m.

1

1. No. 2023-11 - Four Chaplains Day Proclamation presented to Rev. Charles Campbell (Adopt resolution and present)

2. Kawkawlin River Watershed: Glenn Rowley and the President of the Kawkawlin River Watershed Association to give update (Receive)

2-3

B. Personnel Director - Listing of Authorized Department Heads (Receive)

4-5

C. City of Bay City – Application for an Obsolete Property Rehabilitation Exemption Certificate – 966. E Midland Street, Bay City, MI (\$2,000,000) (Receive)

VIII. REPORTS/RESOLUTIONS OF COMMITTEES

A. WAYS AND MEANS (Tim Banaszak, Chair; Kaysey L. Radtke, Vice Chair)

6

1. No. 2023-01 - 2023/2024 Michigan Veterans Affairs Agency Veteran Service Grant (County Executive)

7

2. No. 2023-02 - Child Parent Legal Representation (CPLR) Grant for FY2023 (Probate Court)

8 3. No. 2023-03 - GovSpend Agreement (Seeking approval to enter into one (1) year Agreement with GovSpend with an auto renewal clause (Finance/Purchasing)

9 4. No. 2023-04 - Payables (Finance)

B. PERSONNEL/HUMAN SERVICES (Kathy Niemiec, Chair; Colleen Maillette, Vice Chair)

10 1. No. 2023-05 - New Full Time Typist Clerk II Position in Board Office (Board of Commissioners)

11 2. No. 2023-06 - Legal Secretary Vacancy (Prosecutor)

12 3. No. 2023-07 – Assistant Prosecutor Vacancy (Prosecutor)

13 4. No. 2023-08- Vacancies: 9-1-1 Central Dispatch; Department on Aging; Finance (Personnel)

C. BOARD OF COMMISSIONERS (Vaughn J. Begick, Chair; Thomas M. Herek, Vice Chair)

14-16 1. No. 2023-09 -Reports of County Executive – DECEMBER

17-18 2. No. 2023-10 – Meals on Wheels Home Modification Grant for Veterans (Division on Aging)

IX. REPORTS OF COUNTY OFFICIALS/DEPARTMENTS

A. County Executive

X. UNFINISHED BUSINESS

XI. NEW BUSINESS

XII. MISCELLANEOUS

XIII. ANNOUNCEMENTS

A. 2023 APPOINTMENTS

1. March

a. Bay Arenac Behavioral Health Authority (four, 3-year terms; T.Ryder, J.Anderson, R.Meeth, C.Maillette)

b. Region VII Area Agency on Aging Advisory Council (one, 3-year term; M.McNally)

2. June

a. Library Board (one, 5-year term; A.Harris)

3. October

- a. Lank Bank Authority (two, 3-year terms; D.Kiesel, City of Bay City, & K.McDonald Rivet, City Commissioner)
 - b. Bay County Department of Human Services (one, 3-year term; F.Dewyse)
 - c. Jury Commission (one, 6-year term; D.Butler)
4. December
- a. Bay County Veteran's Affair Committee (one, 4-year term; M.Pergande)
 - b. Department on Aging Advisory Committee (four, 2- year terms; Districts 1,3,5 and 7; R.Wiess, D.Behmlander, P.Rabidoux, D.Russel)

XIV. CLOSED SESSION (IF REQUIRED)

XV. RECESS/ADJOURNMENT

PLEASE NOTE: THE COMMITTEE CHAIR HAS REQUESTED THAT ANY ELECTED OFFICIAL DEPARTMENT/DIVISION HEAD PLACING AN ITEM ON THIS AGENDA BE PRESENT OR HAVE A REPRESENTATIVE PRESENT TO SPEAK TO THEIR REQUEST AND/OR ANSWER ANY QUESTIONS POSED BY COMMITTEE MEMBERS.

Join Zoom Meeting

<https://us02web.zoom.us/j/81694266170>

Meeting ID: 816 9426 6170

Passcode: 547697

One tap mobile

+13126266799,,81694266170#,,,,*547697# US (Chicago)

+19292056099,,81694266170#,,,,*547697# US (New York)

The County of Bay will provide necessary and reasonable auxiliary aids and services such as signers for the hearing impaired and audio tapes of printed materials to individuals with disabilities upon 10 days' notice to the County of Bay. Individuals with disabilities requiring auxiliary aids or services should contact the County of Bay by writing or calling:

Amber Davis-Johnson, ADA Coordinator

Corporation Counsel

515 Center Avenue

Fourth Floor, Bay County Building

Bay City, MI 48708

989-895-4131

ACTION TAKEN BY BAY COUNTY BOARD OF COMMISSIONERS

DATE OF BOARD MEETING: JANUARY 17, 2023

PAGE 1 OF 2

MOTION/ RES. NO.	INTRODUCED/ SUBMITTED BY	SUBJECT OF RESOLUTION/MOTION	ADOPTED	AMENDED	CORRECTED	DEFEATED	REFERRED	TABLED	WITHDRAWN
2023-11	MAILLETTE	ADOPTED RESOLUTION AND PRESENT THE OBSERVANCE OF FOUR CHAPLAINS DAY, PROCLAMATION	XX						
2023-01	BANASZAK	APPROVED THE MICHIGAN VETERANS AFFAIRS AGENCY VETERAN SERVICE GRANT (COUNTY EXECUTIVE)	XX						
2023-02	BANASZAK	APPROVED THE CHILD PARENT LEGAL REPRESENTATION (CPLR) GRANT FOR FY2023 (PROBATE COURT)	XX						
2023-03	BANASZAK	APPROVED GOVSPEND AGREEMENT -SEEKING APPROVAL TO ENTER INTO ONE YEAR AGREEMENT WITH GOVSPEND WITH AN AUTO RENEWAL CLAUSE (FINANCE/PURCHASING)	XX						
2023-04	BANASZAK	APPROVED THE CLAIMS AGAINST THE COUNTY DECEMBER (FINANCE)	XX						
2023-05	NIEMIEC	APPROVED A FULL-TIME TYPIST CLERK II POSITION IN BOARD OFFICE (BOARD OF COMMISSIONERS)	XX						
2023-06	NIEMIEC	APPROVED TO POST/FILL THE LEGAL SECRETARY VACANCY IN THE PROSECUTOR OFFICE (PROSECUTOR)	XX						
2023-07	NIEMIEC	APPROVED TO POST/FILL THE ASSISTANT PROSECUTOR VACANCY AT THE PROSECUTOR OFFICE. (PROSECUTOR)	XX						
2023-08	NIEMIEC	APPROVED THAT CONCURRENCE IS GIVEN TO POST/ADVERTISE/FILL VACANT POSITIONS (PERSONNEL)	XX						
2023-09	HEREK	APPROVED THE REPORT OF COUNTY EXECUTIVE (DECEMBER)	XX						
2023-10	HEREK	APPROVED THE MEALS ON WHEELS HOME MODIFICATION GRANT FOR VETERANS (DIVISION ON AGING)	XX						
MOTION									
23-06	POIRIER	APPROVED THE BOARD MINUTES FOR DECEMBER 13, 2022	XX						
23-07	HEREK	RECEIVED A PRESENTATION FROM GLENN ROWLEY	XX						
23-08	BANASZAK	RECEIVED THE LIST OF AUTHORIZED DEPARTMENT HEADS FROM PERSONNEL	XX						

BAY COUNTY BOARD OF COMMISSIONERS

JANUARY 17, 2023

RESOLUTION

BY: BAY COUNTY BOARD OF COMMISSIONERS (1/17/23)
 WHEREAS, On February 3, 1943, four United States Army chaplains aboard the USAT Dorchester heroically gave their lives in the process of saving others as their ship was torpedoed and sank; and
 WHEREAS, When the supply of life jackets ran out on their sinking ship, Lieutenant George Fox, a Methodist minister, Lieutenant Alexander Goode, a Jewish rabbi, Lieutenant Clark Poling, a Dutch Reformed minister, and Lieutenant John Washington, a Roman Catholic priest, selflessly gave up their life jackets to those who had none; and
 WHEREAS, According to witnesses who survived the attack, the four chaplains linked arms, sang hymns, and offered prayers as they went down with their ship; and
 WHEREAS, More than 600 members of our nation's military tragically passed away that day, including the four chaplains, making it known as the second-worst sea disaster of WWII; and
 WHEREAS, Congress attempted to confer the Medal of Honor on the Chaplains but was prevented by strict guidelines; and
 WHEREAS, Instead, Congress authorized a one-time posthumous Special Medal for Heroism given by former President Eisenhower in 1961 with the intention of having the same weight and importance as the Medal of Honor; Therefore, Be It
 RESOLVED That the Bay County Board of Commissioners encourages and supports the observance of Four Chaplains Day and is honored to hereby designate February 3, 2023, as FOUR CHAPLAINS DAY in Bay County.

VAUGHN J. BEGICK, CHAIR
 AND BOARD

Four Chaplains Day – February 3, 2023

MOVED BY COMM. MAILLETTE

SUPPORTED BY COMM. BANASZAK

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC	X			COLLEEN M. MAILLETTE	X			DENNIS R. POIRIER	X		
TIM BANASZAK	X			THOMAS M. HEREK	X						
VAUGHN J. BEGICK	X			KAYSEY L. RADTKE	X						

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___

VOICE: XX YEAS 7 NAYS 0 EXCUSED 0

DISPOSITION: ADOPTED X DEFEATED ___ WITHDRAWN-___
 AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___



**BAY COUNTY
PERSONNEL DEPARTMENT**

James A. Barcia
County Executive

Tiffany Jerry
Director
jerryt@baycounty.net

January 3, 2023

Bay County Board of Commissioners
515 Center Avenue, Suite 405
Bay City, MI 48708-5125

RE: *Authorized Department Heads*

Chairman of the Board:

Please consider this item for the agenda of the Board of Commissioners' meeting scheduled for January 17, 2023.

Request:

On behalf of Bay County Executive Jim Barcia, please receive the following list of authorized Departments and Department heads under the County Executive and P.A. 139.

Background:

The Board's annual budget resolution directs administration to provide a list of approved departments to the Board of Commissioners.

Finance/Economics:

There is no financial impact to the budget.

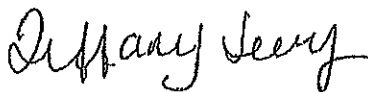
Recommendation:

Receive the list of departments and department heads under P.A. 139.

Authorized Department Heads	Authorized Departmental Titles
Vacant	Department of Administrative Services/ Veteran Affairs
Eurich, Elizabeth	Department of Aging
Gale, Ryan	Department of Central Dispatch
Reynolds, Juliann	Department of Child Care Services

Strasz, Joel	Department of Community Health
Davis-Johnson, Amber	Department of Corporation Counsel
LaBean, Andrea	Department of Criminal Defense
Ogar, Laura	Department of Environmental Affairs and Community Development
Rifenbark, Kelly	Department of Equalization
Walraven, Shawna	Department of Finance
Jerry, Tiffany	Department of Personnel and Employee Relations
Mannikko, Bruce	Department of Public Defender
Gignac, Cristen	Department of Recreation and Facilities

Sincerely,



Tiffany Jerry, Director
Personnel and Employee Relations

cc: Jim Barcia
Amber Johnson
P.A. 139 file



January 10, 2023

Chairman
Bay County Board of Commissioners
515 Center Avenue
Bay City, MI 48708

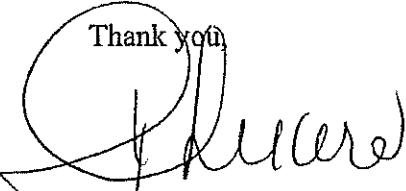
RE: Application for an Obsolete Property Rehabilitation Exemption Certificate

On December 29, 2022, Marc Owczarzak, on behalf of 966, LLC, submitted an application for an Obsolete Property Rehabilitation Exemption Certificate for 966 E. Midland Street, Bay City, MI, filed under State of Michigan P.A. 146 of 2000.

In accordance with the Act, you are hereby notified that the certificate was filed for rehabilitation in the estimated amount of \$2,000,000.

A response is requested by Friday, February 3, 2023. A public hearing on the certificate will be held by the City Commission at their February 6, 2023, meeting. The meeting will be held at 6:00 PM at City Hall, 301 Washington Avenue.

Thank you,



Tema J. Lucero
City Clerk

Enc.



Application for Obsolete Property Rehabilitation Exemption Certificate

Issued under authority of Public Act 146 of 2000, as amended.

This application should be filed after the district is established. This project will not receive tax benefits until approved by the State Tax Commission. Applications received after October 31 may not be acted upon in the current year. This application is subject to audit by the State Tax Commission.

INSTRUCTIONS: File the completed application and the required attachments with the clerk of the local government unit. (The State Tax Commission requires two copies of the Application and attachments. The original is retained by the clerk.) See State Tax Commission Bulletin 9 of 2000 for more information about the Obsolete Property Rehabilitation Exemption. The following must be provided to the local government unit as attachments to this application: (a) General description of the obsolete facility (year built, original use, most recent use, number of stories, square footage); (b) General description of the proposed use of the rehabilitated facility, (c) Description of the general nature and extent of the rehabilitation to be undertaken, (d) A descriptive list of the fixed building equipment that will be a part of the rehabilitated facility, (e) A time schedule for undertaking and completing the rehabilitation of the facility, (f) A statement of the economic advantages expected from the exemption. A statement from the assessor of the local unit of government, describing the required obsolescence has been met for this building, is required with each application. Rehabilitation may commence after establishment of district.

Applicant (Company) Name (applicant must be the OWNER of the facility) 966, LLC		
Company Mailing Address (Number and Street, P.O. Box, City, State, ZIP Code) 2201 Niethammer Dr		
Location of obsolete facility (Number and Street, City, State, ZIP Code) 966 E. Midland		
City, Township, Village (indicate which) Bay City	County Bay	
Date of Commencement of Rehabilitation (mm/dd/yyyy) 11/15/2022	Planned date of Completion of Rehabilitation (mm/dd/yyyy) 03/31/2023	School District where facility is located (include school code) Bay City
Estimated Cost of Rehabilitation \$2,000,000	Number of years exemption requested 12	
Attach legal description of obsolete property on separate sheet.		
Expected Project Outcomes (Check all that apply)		
<input checked="" type="checkbox"/> Increase commercial activity	<input type="checkbox"/> Retain employment	<input type="checkbox"/> Revitalize urban areas
<input checked="" type="checkbox"/> Create employment	<input type="checkbox"/> Prevent a loss of employment	<input type="checkbox"/> Increase number of residents in the community in which the facility is situated
Indicate the number of jobs to be retained or created as a result of rehabilitating the facility, including expected construction employment. <u>50</u>		
<input checked="" type="checkbox"/> Each year, the State Treasurer may approve 25 additional reductions of half the school operating and state education taxes for a period not to exceed six years. Check the box at left if you wish to be considered for this exclusion.		

APPLICANT CERTIFICATION

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all of the information is truly descriptive of the property for which this application is being submitted. Further, the undersigned is aware that, if any statement or information provided is untrue, the exemption provided by Public Act 146 of 2000 may be in jeopardy.

The applicant certifies that this application relates to a rehabilitation program that, when completed, constitutes a rehabilitated facility, as defined by Public Act 146 of 2000, as amended, and that the rehabilitation of the facility would not be undertaken without the applicant's receipt of the exemption certificate.

It is further certified that the undersigned is familiar with the provisions of Public Act 146 of 2000, as amended, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Obsolete Property Rehabilitation Exemption Certificate by the State Tax Commission.

Name of Company Officer (No authorized agents) Marc Owczarzak	Telephone Number 989.415.2753	Fax Number
Mailing Address 2201 Niethammer Dr	E-mail Address ospubandgrill@gmail.com	
Signature of Company Officer (no authorized agents) 	Title Owner	

LOCAL GOVERNMENT UNIT CLERK CERTIFICATION

The Clerk must also complete Parts 1, 2 and 4 on page 2. Part 3 is to be completed by the Assessor.

Signature	Date Application Received	
FOR STATE TAX COMMISSION USE		
Application Number	Date Received	LUCI Code

BAY COUNTY BOARD OF COMMISSIONERS

JANUARY 17, 2023

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (1/3/2023)

WHEREAS, The State of Michigan has allocated funds to enhance counties' abilities to provide veteran benefit claims assistance; and

WHEREAS, This would be the 6th year that the State of Michigan has accepted applications for this grant and Bay County has applied and received funds the 5 previous grant cycles; and

WHEREAS, There is no financial impact to Bay County's General Fund by applying for this grant; and

WHEREAS, It is necessary to submit a letter of intent as well as apply for the fiscal year 2023/2024 Michigan Veterans Affairs Agency Veteran Service Grant; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners authorizes submittal of a letter of intent and submittal of an application for the 2023/2024 Michigan Veterans Affairs Agency Veteran Service Grant; Be It Further

RESOLVED That the Chairman of the Board is authorized to execute all required grant application documents as well as grant award documents on behalf of Bay County following Corporation Counsel review and approval; Be It Finally

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

TIM BANASZAK, CHAIR
AND COMMITTEE

Adm Serv - Veterans Affairs Grants - 2023

MOVED BY COMM. BANASZAK

SUPPORTED BY COMM. HEREK

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC	X			COLLEEN M. MAILLETTE	X			DENNIS R. POIRIER	X		
TIM BANASZAK	X			THOMAS M. HEREK	X						
VAUGHN J. BEGICK	X			KAYSEY L. RADTKE	X						

VOTE TOTALS:

ROLL CALL: YEAS 7 NAYS 0 EXCUSED 0
VOICE: XX

DISPOSITION: ADOPTED X DEFEATED ___ WITHDRAWN ___
AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___

BAY COUNTY BOARD OF COMMISSIONERS

JANUARY 17, 2023

RESOLUTION

- BY:** WAYS AND MEANS COMMITTEE (1/3/2023)
- WHEREAS,** The Department of Health and Human Services (DHHS) has awarded the Family Division of the Circuit Court with the Child Parent Legal Representation (CPLR) grant for fiscal year 2023; and
- WHEREAS,** The CPLR grant has been awarded with the intent of increasing the quality of legal representation provided to the children and families currently under the jurisdiction of the court through dependent neglect proceedings; and
- WHEREAS,** The allocated funds totaling \$87,500.00 will be dispersed monthly to the court for reimbursable expenses of court appointed attorneys; and
- WHEREAS,** Eligible legal representation costs for reimbursement are as follows:
1. Increase in contractual or hourly wages for adequate compensation of court appointed attorneys
 2. Educational training and conference expenses for court appointed attorneys,
 3. Travel and mileage reimbursement for court appointed attorneys
 4. Compensation for assistance with collateral legal issues, i.e. housing, custody, public benefits, etc.
- RESOLVED** That the Bay County Board of Commissioners accepts the Child Parent Legal Representation (CPLR) grant for fiscal year 2023 to be expended as outlined above; Be It Further
- RESOLVED** That the Chairman of the Board is authorized to execute all grant documents required for the Child Parent Legal Representation (CPLR) grant for FY2023 on behalf of Bay County (Probate Court) following Corporation Counsel review and approval; Be It Finally
- RESOLVED** That related budget adjustments, if required, are approved.

TIM BANASZAK, CHAIR
AND COMMITTEE

Probate Ct - CPLR

MOVED BY COMM. BANASZAK
SUPPORTED BY COMM. MAILLETTE

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC	X			COLLEEN M. MAILLETTE	X			DENNIS R. POIRIER	X		
TIM BANASZAK	X			THOMAS M. HEREK	X						
VAUGHN J. BEGICK	X			KAYSEY L. RADTKE	X						

VOTE TOTALS:

ROLL CALL: YEAS 7 NAYS 0 EXCUSED 0
VOICE: XX YEAS 7 NAYS 0 EXCUSED 0

DISPOSITION: ADOPTED X DEFEATED WITHDRAWN
AMENDED CORRECTED REFERRED NO ACTION TAKEN

BAY COUNTY BOARD OF COMMISSIONERS

JANUARY 17, 2023

RESOLUTION

- BY: WAYS AND MEANS COMMITTEE (1/3/2023)
- WHEREAS, GovSpend provides access to local, state and federal government spending sources that have been sourced from other government agencies; and
- WHEREAS Through this program, Bay County will have access to local, state and federal bids and MP's, cooperative agreements and contracts, and the ability to confirm the validity of sole source vendors to name a few of the features; and
- WHEREAS, By placing bids and quote requests on GovSpend, Bay County will have increased opportunity to reach a larger vendor base and actively search for vendors who meet Bay County's needs; and
- WHEREAS, Additionally, this contract will aid in expanding the vendor base of Bay County's purchasing requests; and
- WHEREAS, The annual cost for this service providing access for four (4) users is \$3,000 and is a budgeted expense within the Purchasing Department; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners approves a 1-year contract with GovSpend with an auto renewal clause; Be It Further
- RESOLVED That the Chairman of the Board is authorized to execute said Agreement and related documents on behalf of Bay County following Corporation Counsel review and approval; Be It Finally
- RESOLVED That related budget adjustments, if required, are approved.

TIM BANASZAK, CHAIR
AND COMMITTEE

Finance/Purchasing– GovSpend – 1 year contract w/auto renewal clause

MOVED BY COMM. BANASZAK
SUPPORTED BY COMM. HEREK

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC	X			COLLEEN M. MAILLETTE	X			DENNIS R. POIRIER	X		
TIM BANASZAK	X			THOMAS M. HEREK	X						
VAUGHN J. BEGICK	X			KAYSEY L. RADTKE	X						

VOTE TOTALS:
ROLL CALL: YEAS 7 NAYS 0 EXCUSED 0
VOICE: XX

DISPOSITION: ADOPTED X DEFEATED ___ WITHDRAWN-___
AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___

BAY COUNTY BOARD OF COMMISSIONERS

JANUARY 17, 2023

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (1/3/2023)

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

ACCOUNTS PAYABLE:

12/7/2022	\$ 545,712.24
12/14/2022	\$ 726,656.71
12/28/2022	\$ 196,276.08

TIM BANASZAK, CHAIR
AND COMMITTEE

Payables

MOVED BY COMM. BANASZAK
SUPPORTED BY COMM. MAILLETTE

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC	X			COLLEEN M. MAILLETTE	X			DENNIS R. POIRIER	X		
TIM BANASZAK	X			THOMAS M. HEREK	X						
VAUGHN J. BEGICK	X			KAYSEY L. RADTKE	X						

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___

VOICE: XX YEAS 7 NAYS 0 EXCUSED 0

DISPOSITION: ADOPTED X DEFEATED ___ WITHDRAWN-___
AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___

BAY COUNTY BOARD OF COMMISSIONERS

JANUARY 17, 2023

RESOLUTION

BY: PERSONNEL/HUMAN SERVICES COMMITTEE (1/10/2023)
 WHEREAS, The Board of Commissioners' office has been staffed part time for many, many years but prior to that there were three full time employees, i.e. Board Coordinator, clerical assistant and Financial Analyst; and
 WHEREAS, The Board office is currently in the middle of a scanning project that has been underway since approx. August of 2022. Great progress has been and continues to be made by temporary help who have been scanning records back to 1958, however, in the very near future, the Board Coordinator will be charged with scanning Board documents into OnBase, the electronic filing system; and
 WHEREAS, Lindsey Arsenault, the Board Coordinator, is new to the position and is making great strides as she continues to learn the various aspects of her job, but the new OnBase scanning duties, which were not duties assigned the former Board Coordinator, are time consuming (scanning each resolution and each motion individually and then accurately indexing each document to allow for ease when researching). In order to meet the goal of the scanning project, this function must be done as soon as the adopted documents are available; and
 WHEREAS, The need to prepare resolutions and documents for the various agenda, type the meeting minutes for inclusion on the agenda and then prepare and distribute the agenda to allow sufficient time for the commissioners' review is the main priority of the Board Coordinator and must also be done in timely manner. There are many other tasks assigned to this position only some of which are: responding to daily requests from commissioners, departments and constituents, processing the Board's payroll and accounts payable, and other day-to-day duties of the position; and
 WHEREAS, Even though the Board Coordinator position is now a full time position, it will be impossible for one person to handle all of the above in a 40 hour work week; and
 WHEREAS, Given that the Board Analyst position hasn't been filled, funds exist in the Board of Commissioners' 2023 budget to cover the clerical position; and
 WHEREAS, The addition of a full time clerical position will serve the Board Coordinator and the Commissioners very well and ensure that the office is accessible every day; Therefore, Be It
 RESOLVED That the Bay County Board of Commissioners approves a full time Typist Clerk II (TA05) (\$13.97 per hour entry progressing to \$16.72 per hour after 2 years) position for the Board of Commissioners' Office and authorizes posting/filling said position; Be It Further
 RESOLVED Related budget adjustments, if required, are approved.

KATHY NIEMIEC, CHAIR
 AND COMMITTEE

Board of Commissioners - New Position - Typist Clerk II

MOVED BY COMM. NIEMIEC.

SUPPORTED BY COMM. HEREK

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC	X			COLLEEN M. MAILLETTE	X			DENNIS R. POIRIER	X		
TIM BANASZAK	X			THOMAS M. HEREK	X						
VAUGHN J. BEGICK	X			KAYSEY L. RADTKE	X						

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___
 VOICE: X YEAS 7 NAYS 0 EXCUSED 0

DISPOSITION: ADOPTED X DEFEATED ___ WITHDRAWN-___
 AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___

BAY COUNTY BOARD OF COMMISSIONERS

JANUARY 17, 2023

RESOLUTION

- BY: PERSONNEL/HUMAN SERVICES COMMITTEE (1/10/2023)
- WHEREAS, Due to an employee resignation, the Bay County Prosecutor wishes to fill a Legal Secretary vacancy in the Prosecutor's Office; and
- WHEREAS, This is a full time position with benefits and funds exist within the Prosecutor's 2023 budget to cover this position; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners authorizes posting/filling a Legal Secretary vacancy in the Prosecutor's Office (full time; TU-07); Be It Further
- RESOLVED That authorization is granted to post/fill vacancies resulting from moves within a department whereby a Board approved vacancy was filled from staff within the department creating another vacancy in the same department, monies for said positions to come from the respective departmental budgets; Be It Further
- RESOLVED That in the event individuals hired to fill approved vacancies prove to be unqualified or no longer want the position, the Personnel Director is authorized to post/fill the previously approved vacancy within a 60 day time period; Be It Further
- RESOLVED That budget adjustments, if required, are approved; Be It Further
- RESOLVED That it is clearly understood that any positions funded through a grant shall be terminated or hours reduced if grant funding is terminated or reduced.

KATHY NIEMIEC, CHAIR
AND COMMITTEE

Prosecutor – Legal Secretary

MOVED BY COMM. NIEMIEC
SUPPORTED BY COMM. RADTKE

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC	X			COLLEEN M. MAILLETTE	X			DENNIS R. POIRIER	X		
TIM BANASZAK	X			THOMAS M. HEREK	X						
VAUGHN J. BEGICK	X			KAYSEY L. RADTKE	X						

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___

VOICE: XX YEAS 7 NAYS 0 EXCUSED 0

DISPOSITION: ADOPTED X DEFEATED ___ WITHDRAWN-___
AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___

BAY COUNTY BOARD OF COMMISSIONERS

JANUARY 17, 2023

RESOLUTION

BY: PERSONNEL/HUMAN SERVICES COMMITTEE (1/10/2023)
 WHEREAS, Due to a resignation, the Bay County Prosecutor wishes to fill an Assistant Prosecutor (PN10; \$70,075.20- \$88,816.00) vacancy in her department as soon as possible; and
 WHEREAS, This is a full time position with benefits and funds exist within the Prosecutor's budget; and
 WHEREAS, Under the general supervision of the Prosecuting Attorney, an Assistant Prosecutor serves as the legal representative of the People of the State of Michigan in regard to criminal offenses in Bay County. He/She prosecutes persons accused of misdemeanor, felony, and juvenile offenses, prepares case materials and participates in all court proceedings until final disposition of case; Therefore, Be It
 RESOLVED That the Bay County Board of Commissioners approves filling the Assistant Prosecutor vacancy at the PN10 level, funds to come from the Prosecutor's budget; Be It Further
 RESOLVED That authorization is granted to post/fill vacancies resulting from moves within a department whereby a Board approved vacancy was filled from staff within the department creating another vacancy in the same department, monies for said positions to come from the respective departmental budgets; Be It Further
 RESOLVED That in the event individuals hired to fill approved vacancies prove to be unqualified or no longer want the position, the Personnel Director is authorized to post/fill the previously approved vacancy within a 60 day time period; Be It Further
 RESOLVED That budget adjustments, if required, are approved; Be It Further
 RESOLVED That it is clearly understood that any positions funded through a grant shall be terminated or hours reduced if grant funding is terminated or reduced.

KATHY NIEMIEC, CHAIR
 AND COMMITTEE

Prosecutor - Assistant Prosecutor Vacancy

MOVED BY COMM. NIEMIEC

SUPPORTED BY COMM. MAILLETTE

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC	X			COLLEEN M. MAILLETTE	X			DENNIS R. POIRIER	X		
TIM BANASZAK	X			THOMAS M. HEREK	X						
VAUGHN J. BEGICK	X			KAYSEY L. RADTKE	X						

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___

VOICE: XX YEAS 7 NAYS 0 EXCUSED 0

DISPOSITION: ADOPTED X DEFEATED ___ WITHDRAWN-___
 AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___

BAY COUNTY BOARD OF COMMISSIONERS

JANUARY 17, 2023

RESOLUTION

BY: PERSONNEL/HUMAN SERVICES COMMITTEE (1/10/2023)
 RESOLVED By the Bay County Board of Commissioners that concurrence is given to post/advertise/fill the following full time/part time/temporary/seasonal or co-op positions/vacancies/new positions, monies for said positions to come from the respective departmental budgets:

- I. VACANCIES (BUDGETED)
 - a. 9-1-1 Central Dispatch: Dispatcher (full time; \$17.80/hr. entry)
 - b. Department on Aging: Cook (full time; \$13.02/hr. entry)
 - c. Finance: Staff Accountant at Health Dept. (part time; \$27.68/hr. entry)

RESOLVED That authorization is granted to post/fill vacancies resulting from moves within a department whereby a Board approved vacancy was filled from staff within the department creating another vacancy in the same department, monies for said positions to come from the respective departmental budgets; Be It Further

RESOLVED That in the event individuals hired to fill approved vacancies prove to be unqualified or no longer want the position, the Personnel Director is authorized to post/fill the previously approved vacancy within a 60 day time period; Be It Further

RESOLVED That budget adjustments, if required, are approved; Be It Further

RESOLVED That it is clearly understood that any positions funded through a grant shall be terminated or hours reduced if grant funding is terminated or reduced

KATHY NIEMIEC, CHAIR
 AND COMMITTEE

Vacancies – January

MOVED BY COMM. NIEMIEC

SUPPORTED BY COMM. POIRIER

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC	X			COLLEEN M. MAILLETTE	X			DENNIS R. POIRIER	X		
TIM BANASZAK	X			THOMAS M. HEREK	X						
VAUGHN J. BEGICK	X			KAYSEY L. RADTKE	X						

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___

VOICE: XX YEAS 7 NAYS 0 EXCUSED 0

DISPOSITION: ADOPTED X DEFEATED ___ WITHDRAWN-___
 AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___

BAY COUNTY BOARD OF COMMISSIONERS

JANUARY 17, 2023

RESOLUTION

BY: BAY COUNTY BOARD OF COMMISSIONERS (1/17/23)

RESOLVED By the Bay County Board of Commissioners that the following report is received:

1. Employment Status Report – DECEMBER 2022

VAUGHN J. BEGICK, CHAIR
AND BOARD

County Executive – Status Reports

MOVED BY COMM. HEREK
SUPPORTED BY COMM. RADTKE

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC	X			COLLEEN M. MAILLETTE	X			DENNIS R. POIRIER	X		
TIM BANASZAK	X			THOMAS M. HEREK	X						
VAUGHN J. BEGICK	X			KAYSEY L. RADTKE	X						

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___

VOICE: XX YEAS 7 NAYS 0 EXCUSED 0

DISPOSITION: ADOPTED XX DEFEATED ___ WITHDRAWN-___

AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___

**CHANGES IN EMPLOYMENT STATUS
December 2022**

<u>EMPLOYEE NAME</u>	<u>DEPARTMENT</u>	<u>DATE</u>
<u>NEW HIRES (Regular Status):</u>		
<u>NEW HIRE (On-call/temporary):</u>		
Paul McGinnis Temp PT MIDC Officer	Sheriff's Office	12/13/2022
<u>TRANSFER:</u>		
Eric Boback From: Zamboni driver/Team leader To: Youth Dev Worker full-time	From: Civic Arena To: Juvenile Home	12/19/2022
Judy Harrelson From: Deputy Court Clerk To: Court Clerk II	From: District Court To: District Court	12/05/2022
Trisha Elliott From: Deputy Court Clerk To: Court Clerk II	From: District Court To: District Court	12/05/2022
<u>RETURN:</u>		
Crystal Gower Temp Help	Criminal Defense	12/27/2022
Mary Beth Walsh Temp Help	Circuit Court	12/19/2022
David Ross Temp Public Health Nurse	Health Department	12/18/2022
<u>SEPARATIONS:</u>		
Greg VanDriessche Handyman part-time	Department on Aging	12/30/2022
David Ross Public Health Nurse	Health Department	12/16/2022
Autume Mack Dispatcher	Central Dispatch	12/06/2022
Kathryn Debo Epi Investigator PT	Health Department	12/06/2022
Crystal Gower Legal Secretary	Criminal Defense	12/16/2022

RETIREMENT:

Ernie Krygier
Commissioner

Board of Commissioners

12/31/2022

Klm Coonan
Commissioner

Board of Commissioners

12/31/2022

Judge Harry Gill
Circuit Court Judge

Circuit Court

12/31/2022

Mary Beth Walsh
Circuit Court Recorder/Secretary

Circuit Court

12/17/2022

Personnel Department

BAY COUNTY BOARD OF COMMISSIONERS

JANUARY 17, 2023

RESOLUTION

BY: BAY COUNTY BOARD OF COMMISSIONERS (1/17/23)
 WHEREAS, Bay County Department on Aging is an established Meals on Wheels partner with Meals on Wheels of America; and
 WHEREAS, Bay County's Department on Aging will be working in collaboration with the Bay County's Veteran Affairs Department to apply for a grant of \$25,000 to assist homebound Veterans with some home modifications such as handrail repair/installation, grab bar installation, no-step threshold, etc; and
 WHEREAS, This is a \$25,000 grant that will be announced on February 13, 2023 by Meals on Wheels and needs to be used by December 21, 2023; and
 WHEREAS, There is no cost to Department on Aging to apply; Therefore, Be It
 RESOLVED That the Bay County Board of Commissioners approves the Department on Aging application in the amount of \$25,000 for the Home Modification Grant through Meals on Wheels and authorizes the Chairman of the Board to execute and submit electronically, if required, the grant and related documents following Finance and Corporation Counsel review and approval; Be It Further
 RESOLVED The grant applicant/recipient departments are required to work simultaneously with Finance Department whose staff will provide financial oversight of said grant; Be It Further
 RESOLVED That related budget adjustments, if required, are approved.

VAUGHN J. BEGICK, CHAIR
 AND BOARD

DOA - Home Modification Grant Funding – Meals on Wheels

MOVED BY COMM. HEREK
 SUPPORTED BY COMM. BANASZAK

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC	X			COLLEEN M. MAILLETTE	X			DENNIS R. POIRIER	X		
TIM BANASZAK	X			THOMAS M. HEREK	X						
VAUGHN J. BEGICK	X			KAYSEY L. RADTKE	X						

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___
 VOICE: XX YEAS 7 NAYS 0 EXCUSED 0

DISPOSITION: ADOPTED X DEFEATED ___ WITHDRAWN-___
 AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___



**BAY COUNTY
DEPARTMENT ON AGING**

**James A. Barcia
County Executive**

Beth Eurich, LBSW
Director

euriche@baycounty.net

To: Vaughn Begick, Board of Commissioners Chair

From: Beth Eurich, Department on Aging Director 

Date: January 11, 2023

Cc: Jim Barcia, Amber Johnson, Shawna Walraven

RE: Request to apply for grant through the Meals on Wheels program for home repair funding

BACKGROUND:

Bay County Department on Aging is an established Meals on Wheels partner with Meals on Wheels of America. We will be working in collaboration with the County's Veteran Affairs Department to apply for a grant of \$25,000 to assist homebound Veterans with some home modification such as Handrail repair/installation, grab bar installation, no-step thresholds etc.

FINANCE and ECONOMICS:

This is a \$25,000 grant that will be announced on February 13, 2023 by Meals on Wheels and needs to be used by December 31, 2023. There is no cost to Department on Aging to apply.

RECOMMENDATION:

Upon favorable review by Corporation Counsel, the Department on Aging recommends that the Department on Aging be approved to apply for the grant, and that any signatures needed from the board chair and budget adjustments be approved.

**BAY COUNTY BOARD OF COMMISSIONERS
JANUARY 17, 2023
PROPOSED BOARD RULES CHANGES (CHANGES IN RED)**

The Board Chair recommends a change to Article III-Order of Business to read as follows:

1. ARTICLE III – ORDER OF BUSINESS

In the transaction of business, the following order shall be observed:

I. CALL TO ORDER, II. ROLL CALL, III. INVOCATION, IV. PLEDGE OF ALLEGIANCE, V. MINUTES OF PRECEDING MEETING(S), VI. AGENDA APPROVAL, VII. CITIZEN INPUT, VIII. PETITIONS AND COMMUNICATIONS, IX. REPORTS/ RESOLUTIONS OF STANDING COMMITTEES, X. REPORTS OF COUNTY OFFICIALS, XI. COMMISSIONER COMMENTS, XII. UNFINISHED BUSINESS, XIII. NEW BUSINESS, XIV. PUBLIC INPUT, XV. MISCELLANEOUS, XVI. ANNOUNCEMENTS, XVII. CLOSED SESSION (if requested), XVIII. RECESS OR ADJOURNMENT.

2. ARTICLE XVI – APPOINTMENTS

The Board Chair recommends that an addition to Article XVI-Appointments, be made to paragraph two that would read as follows:

In order to receive consideration for appointments, such request may be submitted in writing to the Bay County Board of Commissioners prior to the date of appointment or may be nominated by a Commissioner, from the floor, the day of the meeting but the Commissioner must have a written request from the individual stating that he/she would accept the nomination. The Board Coordinator will offer the applicants the opportunity to speak in Public Comment during a committee or board meeting sometime prior to the vote of the Commission on the appointment.

BAY COUNTY BOARD OF COMMISSIONERS

MEETING DATE: JANUARY 17, 2023

MOTION SPONSORED BY: COMM. BANASZAK

MOTION SUPPORTED BY: COMM. RADTKE

MOTION NO.: 8

MOVED TO RECEIVE THE LIST OF AUTHORIZED
DEPARTMENT HEADS FROM THE PERSONNEL DIRECTOR.

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Kathy Niemiec	X			Colleen Maillette	X			Dennis Poirier	X		
Tim Banaszak	X			Thomas Herek	X						
Vaughn J. Begick	X			Kaysey Radtke	X						

VOTE TOTALS:

ROLL CALL: YEAS NAYS EXCUSED

VOICE: XX YEAS 7 NAYS 0 EXCUSED 0

DISPOSITION: ADOPTED XX DEFEATED WITHDRAWN
AMENDED CORRECTED REFERRED

BAY COUNTY BOARD OF COMMISSIONERS

MEETING DATE: JANUARY 17, 2023

MOTION SPONSORED BY: COMM. HEREK

MOTION SUPPORTED BY: COMM. MAILLETTE

MOTION NO.: 9

MOVED TO RECEIVE AN APPLICATION FOR AN OBSOLETE
PROPERTY REHABILITATION EXEMPTION CERTIFICATE –
966 E. MIDLAND STREET, BAY CITY, MI (\$2,000,000).

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Kathy Niemiec	X			Colleen Maillette	X			Dennis Poirier	X		
Tim Banaszak	X			Thomas Herek	X						
Vaughn J. Begick	X			Kaysey Radtke	X						

VOTE TOTALS:

ROLL CALL: YEAS NAYS EXCUSED

VOICE: XX YEAS 7 NAYS 0 EXCUSED 0

DISPOSITION: ADOPTED XX DEFEATED WITHDRAWN
AMENDED CORRECTED REFERRED

BAY COUNTY BOARD OF COMMISSIONERS

MEETING DATE: JANUARY 17, 2023

MOTION SPONSORED BY: COMM. BANASZAK

MOTION SUPPORTED BY: COMM. HEREK

MOTION NO.: 10

MOVED TO RECEIVE THE COUNTY EXECUTIVE REPORT.

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Kathy Niemiec	X			Colleen Maillette	X			Dennis Poirier	X		
Tim Banaszak	X			Thomas Herek	X						
Vaughn J. Begick	X			Kaysey Radtke	X						

VOTE TOTALS:

ROLL CALL: YEAS NAYS EXCUSED

VOICE: XX YEAS 7 NAYS 0 EXCUSED 0

DISPOSITION: ADOPTED XX DEFEATED WITHDRAWN
 AMENDED CORRECTED REFERRED

BAY COUNTY BOARD OF COMMISSIONERS

MEETING DATE: JANUARY 17, 2023

MOTION SPONSORED BY: COMM. MAILLETTE

MOTION SUPPORTED BY: COMM. POIRIER

MOTION NO.: 11

MOVED TO LAY ON THE TABLE UNTIL THE NEXT
REGULARLY SCHEDULED BOARD MEETING THE LANGUAGE
OF THE PROPOSED BOARD RULES PRESENTED BY
COMMISSIONER BEGICK, WHICH WERE READ INTO THE
RECORD BY COMMISSIONER BEGICK AND CLERK ZANOTTI.

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Kathy Niemiec	X			Colleen Maillette	X			Dennis Poirier	X		
Tim Banaszak	X			Thomas Herek	X						
Vaughn J. Begick	X			Kaysey Radtke	X						

VOTE TOTALS:

ROLL CALL: YEAS NAYS EXCUSED

VOICE: XX YEAS 7 NAYS 0 EXCUSED 0

DISPOSITION: ADOPTED XX DEFEATED WITHDRAWN

AMENDED CORRECTED REFERRED

BAY COUNTY BOARD OF COMMISSIONERS

MEETING DATE: JANUARY 17, 2023

MOTION SPONSORED BY: COMM. MAILLETTE

MOTION SUPPORTED BY: COMM. POIRIER

MOTION NO.: 12

MOVED TO ADJOURN THE REGULAR BOARD SESSION OF
JANUARY 17, 2023. THE MEETING CONCLUDED AT 4:52 P.M.

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Kathy Niemiec	X			Colleen Maillette	X			Dennis Poirier	X		
Tim Banaszak	X			Thomas Herek	X						
Vaughn J. Begick	X			Kaysey Radtke	X						

VOTE TOTALS:

ROLL CALL: YEAS NAYS EXCUSED

VOICE: XX YEAS 7 NAYS 0 EXCUSED 0

DISPOSITION: ADOPTED XX DEFEATED WITHDRAWN
AMENDED CORRECTED REFERRED