

OFFICIAL PROCEEDINGS  
OF THE

DRAFT

*Board of Commissioners*

OF SAGINAW COUNTY, MICHIGAN



APRIL SESSION 2023



First day of the April Session of the Board of Commissioners of Saginaw County, Michigan, held Tuesday, April 18, 2023. The Board met pursuant to call of the County Clerk at 5:00 p.m. at the Saginaw County Courthouse, 111 S. Michigan Ave., Saginaw, MI 48602 with the Honorable Christopher S. Boyd in the Chair.

**PRESENT:** Christopher S. Boyd, Lisa R. Coney, Denny M. Harris, Dennis H. Krafft, Gerald D. Little, Sheldon Matthews, Mark S. Piotrowski, Tracey L. Slodowski, Richard A. Spitzer, Jack B. Tany, Michael A. Webster - **11**

**ABSENT:** - **0**

**TOTAL:** - **11**

**OTHERS:** Robert Belleman, Dave Gilbert, Jaime Ceja, Jennifer Broadfoot, Undersheriff Gomez, Josh Brown, Brian Wendling, Dennis Borchard, Andy Damore, Kelly Suppes, Denise Joseph, Susan Caister, Brandell Adams, Tina Swanton, Sheriff Federspiel, Donna Clarke, Jennifer Hauch, Hugh LeFevre, Marissa Sawdon, Justin Engel – *Saginaw News*, Suzy Koepplinger, and others

🇺🇸 Commissioner Slodowski gave the invocation and led the Pledge of Allegiance to the Flag

**CLERK'S CALL OF SESSION**

**Public Notice of Regular Board Session**

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

**Tuesday, April 18, 2023 at 5:00 p.m.**

111 S. Michigan Ave.

Room 200

Saginaw, MI 48602

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



This meeting is being held consistent with P.A. 267 of 1976 (MCL 15.263) to consider the April 18, 2023 Board Agenda.

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

Respectfully submitted,  
Vanessa Guerra, County Clerk

April 6, 2023  
Posted 4-14-23 by MCS

***By the Chair: That the Notice of Meeting from the County Clerk be received and filed if there are no objections. The Chair hears none; it is so ordered.***

## **APPROVAL OF MINUTES**

- ***Commissioner Coney moved, seconded by Commissioner Tany, to approve the Minutes of the March 21, 2023 Board Session. Motion carried.***

## **PUBLIC HEARING**

- At 5:04 p.m., Chairman Boyd opened a public hearing on the closeout of the Michigan Community Development Block Grant (CDBG) Coronavirus Aid, Relief and Economic Security (CARES) Funding Grant. Chairman Boyd asked if anyone wished to speak; Robert Belleman, Controller/CAO, explained the county was able to support the continuation of vital public services and ensure a safe election in 2020. Chairman Boyd announced the hearing would remain open.

COUNTY OF SAGINAW  
NOTICE OF CLOSEOUT PUBLIC HEARING  
FOR MICHIGAN COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING  
FOR CDBG CARES Funding

County of Saginaw will conduct a closeout public hearing on Tuesday, April 18, 2023 at 5:00 p.m. at Saginaw County Governmental Center, 111 S. Michigan Ave., Room 200, Saginaw, MI 48602 for the purpose of affording citizens an opportunity to submit comments and receive a final report on the completion of the CDBG CARES funding grant.

The CDBG grant provided funding to: 1) purchase and deploy a mobile medical clinic for the Saginaw County Health Department; 2) assist cities, villages and townships in Saginaw County relative to providing healthy and safe elections; and 3) provide hazard pay to Saginaw County Health Department and Commission on Aging employees who worked during the “Stay Home. Stay Safe” Executive Orders. The CDBG project benefitted at least 51% low to moderate income persons; Zero (0) persons were displaced as a result of the project.

Interested parties are invited to comment on the closeout of the project in person at the public hearing or in writing through Monday, April 17, 2023 at 5:00 p.m. to the Board of Commissioners Office, 111 S. Michigan Avenue, Saginaw MI 48602 or by email to [BOC@saginawcounty.com](mailto:BOC@saginawcounty.com) or in person at the public hearing on Tuesday, April 18, 2023 at 5:00 p.m.



## AUDIENCES

- Chairman Boyd presented a Proclamation for Law Day as May 1, 2023 to Bill Cowdry, Saginaw County Bar Association – Law Day Committee, and Mr. Cowdry provided comment.
- Commissioner Little presented a Proclamation for April as Volunteer Month to Susan Caister, Nutrition Program Manager at Commission on Aging, and Ms. Caister announced the COA Volunteer Luncheon on April 28, 2023 at Swan Valley Banquet Center.
- Commissioner Tany presented a Certificate of Recognition for Emmaus House to Donna Clarke - Executive Director, Jennifer Hauch - Assistant Director, Hugh LeFevre - Board Member, and Sheriff Federspiel. Ms. Clarke thanked everyone for their support and expressed appreciation for the fundraising concerts held by the Sheriff and the Kenny Rogers Band that raised over \$50,000 for Emmaus House.

## LAUDATORY RESOLUTIONS

### Certificate of Recognition RICHLAND TOWNSHIP FIRE DEPARTMENT

**Fire Service is a noble calling**, one which is founded on mutual respect and trust between firefighters and the citizens they serve. To ensure the continuing integrity of the Fire Service, the highest standards of ethical conduct must be maintained at all times.

**Whereas, Richland Fire Department** was established in 1922 and covers 36 square miles in Richland Township and 24 square miles in Fremont Township. The approximate population for all two coverage areas is 7,500.

**Whereas, On December 18, 2022** Saginaw County 911 confirmed a fire at the grain elevator in Hemlock in the 400 block of South Hemlock Road. The fire was at The Andersons Inc.; an agricultural storage/supply company. There was an estimated 3 million bushels of corn inside. Richland Fire Command requested support and continued emergency operations to mitigate the emergency. Authorities said the on-scene report was showing heavy fire. Richland Township's water system provided 1.5 million gallons of water to the site.

*“He [Richland Fire Chief Jeremy Scott] is a warrior that doesn’t know the meaning of quit. His crews will follow him anywhere. It’s an honor to work for him and his crew.” ---Tri-Township Fire District*

**Therefore, The Saginaw County Board of Commissioners** thanks Richland Township Fire Department for its dedication and unwavering sacrifice to the community.

Respectfully Submitted,  
Saginaw County  
Board of Commissioners  
Christopher S. Boyd  
Chairman, District #9

Presented: April 11, 2023  
Adopted: April 18, 2023  
  
Tracey L. Slodowski  
Commissioner, District #5



**Certificate of Recognition  
EMMAUS HOUSE**

"The two were going to a village named Emmaus... and Jesus drew near and walked along with them." Luke 24:13-15

Emmaus House was started in 1987 by Sister Shirley Orand and Sister Marietta Fritz. The ministry began as an extension of their jail ministry when Sister Marietta became aware that many of the women who were released from jail returned to the streets. It was apparent that women being released from jail, prison and drug rehab needed a safe place to live while re-establishing their lives.

The purpose of Emmaus House is to provide the women with a family-like Christian atmosphere while they are creating new lives for themselves. Emmaus House does not judge or dwell on the past. They believe that all of our women are unique and precious creations from God. Their mission is to join women on their journey, walking alongside them on the road to physical, emotional, and spiritual healing, just as Christ did on the road to Emmaus.

In the summer of 2021, with the Coronavirus pandemic ongoing and vital funding for Emmaus House depleting, Sheriff William L. Federspiel brought the authentic Kenny Rogers Band from all across the country to town for two shows in December 2021 and two additional shows in November 2022. Each show had a near capacity of 450 audience members. With that, nearly 1,800 people attended these well-received shows. With the help of generous donors and supporters of Emmaus House, the fundraiser was able to raise over \$53,000 to continue the great work of this extraordinary grass-roots organization.

Respectfully Submitted,  
Saginaw County  
Board of Commissioners  
Christopher S. Boyd  
Chairman, District #9

Adopted: April 18, 2023  
Presented: April 18, 2023

Jack B. Tany  
Commissioner, District #2

## **PETITIONS AND COMMUNICATIONS**

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

**4-18-1** PUBLIC WORKS submitting the 2022 Drain Annual report.

-- County Services (*Receive & File*)

**4-18-2** PUBLIC WORKS requesting (1) approval of a Resolution authorizing the issuance of a bond sale and pledge of full faith and credit for the Village of St. Charles Water Supply System Improvements project and (2) approval of a Full Faith and Credit Resolution for the sale of Bonds for the Parker Swamp Drain Drainage District.

-- County Services (**Res. 2023 - 8 /Res. 2023 - 9**)



- 4-18-3 SAGINAW FUTURE, INC.** submitting the Economic Development Corporation of Saginaw County’s 2022 Annual Report pursuant to Section 23 of PA 388 of 1974 as amended, as well as its 2023 meeting calendar, list of EDC officers and members, and a request to reappoint Gerald Kariem for a six-year term.  
-- County Services (*Receive & File/Appointment*)
- 4-18-4 EQUALIZATION** requesting approval of Form L-4024, 2023 Statement of Valuation: the Report of Equalization for all townships and cities in Saginaw County.  
-- County Services (**4-18-3.1**)
- 4-18-5 INFORMATION TECHNOLOGY** requesting approval of new County Policy #414 – Information Security, necessary to continue the agreement between Saginaw County and the State of Michigan for requesting and accessing SOS background checks used by the Personnel Department.  
-- County Services (**4-18-3.2**)
- 4-18-6 KOCHVILLE TOWNSHIP** sending notification of a Public Hearing on April 20, 2023 at 6:00 p.m. for the Zoning Board of Appeals based on a request for a residential structure from Temple Priests at 3311 Temple Court, Saginaw, MI.  
-- County Services (*Receive & File*)
- 4-18-7 PURCHASING/RISK MANAGER** requesting a \$25,000 budget increase to the Saginaw County Criminal Justice Coordinating Committee (SCCJCC) fund from fund balance to purchase ten (10) new Modems and fifteen (15) new Antennas to outfit new police cars.  
-- Budget/Audit (**4-18-4.1**)
- 4-18-8 COMMISSION ON AGING** requesting approval to accept awarded additional federal funds (ARPA) from Region VII Area Agency on Aging in the amount of \$433,469 for the current fiscal year for programs/activities.  
-- Budget/Audit (**4-18-4.2**)
- 4-18-9 SHERIFF** requesting an increase of \$15,000 to the FY2023 Training/Professional Development Fund as reimbursement from Bridge the Gap. *Amended in Committee.*  
-- Budget/Audit (**4-18-4.3**)
- 4-18-10 CONTROLLER/CAO** submitting a letter regarding a funding request for an accessibility project at The Dow Event Center.  
-- Budget/Audit (*Receive & File*)
- 4-18-11 SAGINAW COUNTY ROAD COMMISSION** submitting its 2022 Annual Report.  
-- County Services (*Tabled*)
- 4-18-12 FRANKENMUTH CONVENTION & VISITORS BUREAU** submitting its annual Audit for fiscal year ending September 30, 2022.  
-- County Services (*Receive & File*)
- 4-18-13 MICHIGAN DEPARTMENT OF NATURAL RESOURCES** sending notice of potential land acquisition of approximately 627 acres in Kochville Township and Zilwaukee Township near the Crow Island State Game Area.  
-- County Services (*Tabled*)
- 4-18-14 PERSONNEL DIRECTOR** submitting the April 2023 Employment Status Report covering labor statistics for the month of March 2023.  
-- Labor Relations (*Receive & File*)



**4-18-15**      **MARILYN PASSMORE, DIRECTOR OF GOVERNMENT AFFAIRS, CHARTER SPECTRUM,** presenting information on funding awarded to expand broadband and voice services via the FCC Rural Digital Opportunity Fund (RDOF).

--      Executive (*Informational*)

**4-18-16**      **CONTROLLER/CAO** requesting use of the Courthouse & Governmental Center grounds on behalf of Great Lakes Bay Health Centers for one day during the week of August 6 – 12, 2023 to host community activities during National Health Center Week.

--      Executive (**4-18-6.1**)

**4-18-17**      **CONTROLLER/CAO** requesting approval to engage Guidehouse to manage the risk assessment phase of the internal and external ARPA sub-recipients.

--      Executive (**4-18-6.2**)

**4-18-18**      **REHMAN** submitting the final 2022 Audited Financial Statements of Saginaw County.

--      Budget/Audit (*Receive & File*)

***On Addendum***

**4-18-19**      **CONTROLLER/CAO**, on behalf of the Building Authority, requesting approval of two (2) potential change orders (PCO) with Spence Brothers on The Dow Event Center project: PCO #002 for Memorial Cup Upgrades at \$3,082,583 and PCO #003 for Elevator Addition at \$1,560,545.

--      Budget/Audit (**4-18-4.4**) *Amended in Committee*

**INITIATORY MOTIONS**

None

**PUBLIC HEARING**

**2<sup>nd</sup> Call**

- At 5:24 p.m., Chairman Boyd announced the second call of a public hearing on the closeout of the Michigan Community Development Block Grant (CDBG) Coronavirus Aid, Relief and Economic Security (CARES) Funding Grant. He asked if there was anyone wishing to speak; hearing none, he announced the hearing would remain open.

**REPORTS OF COMMITTEES**

1.      **Human Services Committee – G. Little, Chair; T. Slodowski, Vice-Chair**

None

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

None



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

3.1) **EQUALIZATION**, re: Approval of Form L-4024, 2023 Statement of Valuation

3.2) **INFORMATION TECHNOLOGY**, re: Approval of new County Policy #414 – Information Security Plan

[Note: Resolutions 2023 – 8 and 2023 - 9 from County Services Committee are submitted under the regular order of business under Resolutions]

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

**FROM: COMMITTEE ON COUNTY SERVICES – 3.1**

**APRIL 18, 2023**

Your committee considered Communication No. 4-18-4 from Denise Joseph, Equalization Director, requesting approval of Form L-4024, 2023 Statement of Valuation: The Report of Equalization for all townships and cities in Saginaw County.

We met with Liz Gooch, Deputy Equalization Director, and discussed the equalized value for Saginaw County which is \$7,852,956,298. This is an 11.43% increase from the 2022 equalized value. Real property has increased by 12.25% and personal property increased by 2.25%.

We recommend approval of Form L-4024, 2023 Statement of Valuation: The Report of Equalization for all townships and cities in Saginaw County.

Respectfully Submitted,

**COMMITTEE ON COUNTY SERVICES**

Michael A. Webster, Chair

Dennis M. Harris

Christopher S. Boyd

Dennis H. Krafft, Vice-Chair

Sheldon Matthews

[Form L-4024 begins on the next page]



Saginaw County 2023 Assessed Valuations  
**Personal and Real Property -  
 TOTALS**

(L-4024)

Township or City	Acres Assessed	Total Real Property Valuations		Personal Property Valuations		Total Real Plus Personal Property	
	Acres Hundredths	Assessed Valuations	Equalized Valuations	Assessed Valuations	Equalized Valuations	Assessed Valuations	Equalized Valuations
01 ALBEE	18,278	114,951,300	114,951,300	3,575,100	3,575,100	118,526,400	118,526,400
02 BIRCH RUN	17,583	331,142,100	331,142,100	35,272,500	35,272,500	366,414,600	366,414,600
03 BLUMFIELD	18,064	164,854,300	164,854,300	16,958,000	16,958,000	181,812,300	181,812,300
04 BRADY	18,164	95,665,800	95,665,800	3,148,000	3,148,000	98,813,800	98,813,800
05 BRANT	17,750	95,192,200	95,192,200	2,995,000	2,995,000	98,187,200	98,187,200
06 BRIDGEPORT	18,570	301,854,400	301,854,400	31,384,900	31,384,900	333,239,300	333,239,300
07 BUENA VISTA	17,860	243,367,000	243,367,000	31,909,600	31,909,600	275,276,600	275,276,600
08 CARROLLTON	946	110,276,300	110,276,300	11,884,300	11,884,300	122,160,600	122,160,600
09 CHAPIN	3,378	51,233,800	51,233,800	1,371,700	1,371,700	52,605,500	52,605,500
10 CHESANING	16,918	207,852,500	207,852,500	17,761,400	17,761,400	225,613,900	225,613,900
11 FRANKENMUTH	16,667	185,576,100	185,576,100	5,294,700	5,294,700	190,870,800	190,870,800
12 FREMONT	3,337	119,763,100	119,763,100	2,917,600	2,917,600	122,680,700	122,680,700
13 JAMES	5,301	73,079,700	73,079,700	14,018,400	14,018,400	87,098,100	87,098,100
14 JONESFIELD	13,162	85,669,500	85,669,500	32,131,700	32,131,700	117,801,200	117,801,200
15 KOCHVILLE	7,724	237,194,800	237,194,800	31,543,500	31,543,500	268,738,300	268,738,300
16 LAKEFIELD	12,737	52,966,200	52,966,200	1,483,800	1,483,800	54,450,000	54,450,000
17 MAPLE GROVE	19,646	161,140,900	161,140,900	4,369,100	4,369,100	165,510,000	165,510,000
18 MARION	10,248	39,597,400	39,597,400	611,800	611,800	40,209,200	40,209,200
19 RICHLAND	19,067	206,891,200	206,891,200	22,249,100	22,249,100	229,140,300	229,140,300
20 SAGINAW	9,800	1,768,159,478	1,768,159,478	71,677,200	71,677,200	1,839,836,678	1,839,836,678
21 ST. CHARLES	26,407	133,758,200	133,758,200	5,547,700	5,547,700	139,305,900	139,305,900
22 SPAULDING	962	71,250,300	71,250,300	10,874,900	10,874,900	82,125,200	82,125,200
23 SWAN CREEK	763	120,415,000	120,415,000	6,426,000	6,426,000	126,841,000	126,841,000
24 TAYMOUTH	18,817	177,725,000	177,725,000	21,274,000	21,274,000	198,999,000	198,999,000
25 THOMAS	15,447	622,085,150	622,085,150	45,676,300	45,676,300	667,761,450	667,761,450
26 TITTABAWASSEE	16,623	469,386,100	469,386,100	30,175,500	30,175,500	499,561,600	499,561,600
27 ZILWAUKEE	291	5,497,700	5,497,700	1,865,000	1,865,000	7,362,700	7,362,700
<b>CITIES</b>							
51 FRANKENMUTH	3,265	432,803,600	432,803,600	21,932,500	21,932,500	454,736,100	454,736,100
52 SAGINAW	11,102	535,850,870	535,850,870	97,771,800	97,771,800	633,622,670	633,622,670
53 ZILWAUKEE	971	45,391,500	45,391,500	8,263,700	8,263,700	53,655,200	53,655,200
<b>Totals for County</b>	<b>359,850</b>	<b>7,260,591,498</b>	<b>7,260,591,498</b>	<b>592,364,800</b>	<b>592,364,800</b>	<b>7,852,956,298</b>	<b>7,852,956,298</b>





Saginaw County 2023 Assessed Valuations

(L-4024)

**Equalized Valuations - REAL**

Township or City	Agricultural	Commercial	Industrial	Residential	Timber-Cutover	Developmental	Total Real Property
01 ALBEE	46,298,700	2,536,500	526,500	65,589,600	0	0	114,951,300
02 BIRCH RUN	33,672,200	78,023,300	4,851,700	214,594,900	0	0	331,142,100
03 BLUMFIELD	79,105,600	6,493,600	2,579,300	76,675,800	0	0	164,854,300
04 BRADY	44,954,500	6,381,400	1,307,900	43,022,000	0	0	95,665,800
05 BRANT	29,696,900	480,700	600,100	64,414,500		0	95,192,200
06 BRIDGEPORT	21,559,100	55,824,300	11,032,200	213,438,800	0	0	301,854,400
07 BUENA VISTA	53,769,400	70,157,900	43,923,300	75,516,400	0	0	243,367,000
08 CARROLLTON	0	16,487,300	4,087,700	89,701,300	0	0	110,276,300
09 CHAPIN	28,769,100	136,400	189,000	22,139,300	0	0	51,233,800
10 CHESANING	43,182,100	21,561,300	14,143,100	128,966,000	0	0	207,852,500
11 FRANKENMUTH	70,905,900	2,039,500	2,853,000	109,777,700	0	0	185,576,100
12 FREMONT	41,134,200	311,000	445,000	77,872,900	0	0	119,763,100
13 JAMES	8,117,500	1,724,000	263,700	62,974,500	0	0	73,079,700
14 JONESFIELD	39,343,300	3,525,100	3,327,500	39,473,600	0	0	85,669,500
15 KOCHVILLE	21,059,800	136,377,400	6,200,000	73,557,600	0	0	237,194,800
16 LAKEFIELD	23,296,300	105,400	0	29,564,500	0	0	52,966,200
17 MAPLE GROVE	64,589,400	1,388,800	850,900	94,311,800	0	0	161,140,900
18 MARION	13,838,600	303,400	0	25,455,400	0	0	39,597,400
19 RICHLAND	49,864,400	10,010,700	1681700	145,334,400	0	0	206,891,200
20 SAGINAW	6,344,300	540,721,400	7,928,800	1,213,164,978	0	0	1,768,159,478
21 ST. CHARLES	44,654,600	8,534,800	662,400	79,906,400		0	133,758,200
22 SPAULDING	23,705,400	2,946,300	2,081,700	42,516,900	0	0	71,250,300
23 SWAN CREEK	11,226,700	3,411,700	3,755,100	102,021,500	0	0	120,415,000
24 TAYMOUTH	26,836,400	2,916,100	754,100	147,218,400	0	0	177,725,000
25 THOMAS	21,034,800	45,202,000	79,764,000	476,084,350	0	0	622,085,150
26 TITABAWASSEE	31,950,300	51,006,400	5,206,000	381,223,400	0	0	469,386,100
27 ZILWAUKEE	874,800	1,068,200	892,100	2,662,600	0	0	5,497,700
<b>CITIES</b>							
51 FRANKENMUTH	-	156,223,300	5,320,600	271,259,700	0	0	432,803,600
52 SAGINAW	73,600	89,276,600	27,179,800	419,320,870	0	0	535,850,870
53 ZILWAUKEE	-	3,389,000	9,255,200	32,747,300	0	0	45,391,500
<b>Totals for County</b>	<b>879,857,900</b>	<b>1,318,563,800</b>	<b>241,662,400</b>	<b>4,820,507,398</b>	<b>0</b>	<b>0</b>	<b>7,260,591,498</b>



Saginaw County 2023 Assessed Valuations  
Assessed Valuations - REAL

(L-4024)

Township or City	Agricultural	Commercial	Industrial	Residential	Timber-Cutover	Developmental	Total Real Property
01 ALBEE	46,298,700	2,536,500	526,500	65,589,600	-	-	114,951,300
02 BIRCH RUN	33,672,200	78,023,300	4,851,700	214,594,900	-	-	331,142,100
03 BLUMFIELD	79,105,600	6,493,600	2,579,300	76,675,800	-	-	164,854,300
04 BRADY	44,954,500	6,381,400	1,307,900	43,022,000	-	-	95,665,800
05 BRANT	29,696,900	480,700	600,100	64,414,500	-	-	95,192,200
06 BRIDGEPORT	21,559,100	55,824,300	11,032,200	213,438,800	-	-	301,854,400
07 BUENA VISTA	53,769,400	70,157,900	43,923,300	75,516,400	-	-	243,367,000
08 CARROLLTON	-	16,487,300	4,087,700	89,701,300	-	-	110,276,300
09 CHAPIN	28,769,100	136,400	189,000	22,139,300	-	-	51,233,800
10 CHESANING	43,182,100	21,561,300	14,143,100	128,966,000	-	-	207,852,500
11 FRANKENMUTH	70,905,900	2,039,500	2,853,000	109,777,700	-	-	185,576,100
12 FREMONT	41,134,200	311,000	445,000	77,872,900	-	-	119,763,100
13 JAMES	8,117,500	1,724,000	263,700	62,974,500	-	-	73,079,700
14 JONESFIELD	39,343,300	3,525,100	3,327,500	39,473,600	-	-	85,669,500
15 KOCHVILLE	21,059,800	136,377,400	6,200,000	73,557,600	-	-	237,194,800
16 LAKEFIELD	23,296,300	105,400	-	29,564,500	-	-	52,966,200
17 MAPLE GROVE	64,589,400	1,388,800	850,900	94,311,800	-	-	161,140,900
18 MARION	13,838,600	303,400	-	25,455,400	-	-	39,597,400
19 RICHLAND	49,864,400	10,010,700	1,681,700	145,334,400	-	-	206,891,200
20 SAGINAW	6,344,300	540,721,400	7,928,800	1,213,164,978	-	-	1,768,159,478
21 ST. CHARLES	44,654,600	8,534,800	662,400	79,906,400	-	-	133,758,200
22 SPAULDING	23,705,400	2,946,300	2,081,700	42,516,900	-	-	71,250,300
23 SWAN CREEK	11,226,700	3,411,700	3,755,100	102,021,500	-	-	120,415,000
24 TAYMOUTH	26,836,400	2,916,100	754,100	147,218,400	-	-	177,725,000
25 THOMAS	21,034,800	45,202,000	79,764,000	476,084,350	-	-	622,085,150
26 TITTABAWASSEE	31,950,300	51,006,400	5,206,000	381,223,400	-	-	469,386,100
27 ZILWAUKEE	874,800	1,068,200	892,100	2,662,600	-	-	5,497,700
<b>CITIES</b>							
51 FRANKENMUTH	-	156,223,300	5,320,600	271,259,700	-	-	432,803,600
52 SAGINAW	73,600	89,276,600	27,179,800	419,320,870	-	-	535,850,870
53 ZILWAUKEE	-	3,389,000	9,255,200	32,747,300	-	-	45,391,500
<b>Totals for County</b>	<b>879,857,900</b>	<b>1,318,563,800</b>	<b>241,662,400</b>	<b>4,820,507,398</b>	<b>0</b>	<b>0</b>	<b>7,260,591,498</b>



**FROM: COMMITTEE ON COUNTY SERVICES – 3.2**

**APRIL 18, 2023**

Your committee considered Communication No. 4-18-5 from Josh Brown, Information Technology Director, requesting approval of new County Policy #414 – Information Security.

We met with Josh Brown and reviewed the language of the proposed policy. He explained that the policy is necessary to continue the agreement between Saginaw County and the State of Michigan for requesting and accessing SOS background checks used by the Personnel Department. At the end of discussion there was understanding that the language in the policy should be condensed, however the state deadline is approaching.

We recommend approval of County Policy #414 – Information Security, necessary to continue the agreement between Saginaw County and the State of Michigan, and to discuss the language further at the May committee meeting.

Respectfully Submitted,

**COMMITTEE ON COUNTY SERVICES**

Michael A. Webster, Chair

Dennis M. Harris

Christopher S. Boyd

Dennis H. Krafft, Vice-Chair

Sheldon Matthews

Category: 410  
Number: 414  
Subject: **INFORMATION SECURITY PLAN**

1. **PURPOSE:** The Information Security Plan (ISP) establishes and states the policies governing Saginaw County Information Technology (IT) standards and practices. These policies define the County’s objectives for managing operations and controlling activities. These top-level policies represent the plans or protocols for achieving and maintaining internal control over information systems as well as compliance with the requirements imposed on the County.
2. **AUTHORITY:** The Saginaw County Board of Commissioners.
3. **APPLICATION:** This plan applies to the entire County of Saginaw Governmental Entity, including Board Members, Judges, Elected Officials, Department Heads, Full and Part-Time employees, temporary employees, contractors, volunteers and guests, and all various partner entities who have access to County of Saginaw information technology resources. Such assets include data, images, text, or software, stored on hardware, paper or other storage media.
4. **RESPONSIBILITY:** All users of County of Saginaw’s information technology resources are required to follow the corresponding documentation listed under item #11 below and are bound by this plan as well as other County policies and procedures as terms of their employment. All employees share responsibility for the security of the information and resources in their respective departments.
5. **DEFINITION(S):**
  - 5.1 **Confidentiality** - “Preserving authorized restrictions on information access and disclosure, including means for protecting personal privacy and proprietary information...”  
A loss of *confidentiality* is the unauthorized disclosure of information.



- 5.2 Integrity - “Guarding against improper information modification or destruction, and includes ensuring information non-repudiation and authenticity...”  
A loss of *integrity* is the unauthorized modification or destruction of information.
  - 5.3 Availability - “Ensuring timely and reliable access to and use of information...”  
A loss of *availability* is the disruption of access to or use of information or an information system.
  - 5.4 Risk Assessment is a process which determines what information technology resources exist that require protection, and to understand and document potential risks from IT security failures that may cause loss of information confidentiality, integrity, or availability.
  - 5.5 Control Activities are the policies, procedures, techniques, and mechanisms that help ensure that management's response to reduce risks identified during the risk assessment process is carried out.
  - 5.6 Information Assets - Definable pieces of information in any form, recorded or stored on any media that is recognized as “valuable” to the County.
  - 5.7 Access Control refers to the process of controlling access to systems, networks, and information based on business and security requirements.
  - 5.8 ISO (International Organization for Standardization) - An international-standard-setting body composed of representatives from various national standards organizations.
  - 5.9 NIST (National Institute of Standards and Technology) - A non-regulatory federal agency within the U.S. Department of Commerce whose mission is to promote U.S. innovation and industrial competitiveness by advancing measurement science, standards, and technology in ways that enhance economic security and improve our quality of life.
  - 5.10 VPN (Virtual Private Network) - A network that uses a public telecommunication infrastructure, such as the Internet, to provide remote offices or individual users with secure access to the County’s network. VPN’s use encryption and other security mechanisms to ensure that only authorized users can access the network and that the data cannot be intercepted.
  - 5.11 IDS (Intrusion Detection System) - A device (or application) that monitors network and/or system activities for malicious activities or policy violations.
  - 5.12 IPS (Intrusion Prevention System) - A device (or application) that identifies malicious activity, logs information about said activity, attempts to block/stop activity, and reports activity.
  - 5.13 Encryption- Process of converting information so that it is humanly unreadable except by someone who knows how to decrypt it.
6. POLICY:
- 6.1 The information technology resources at the County of Saginaw support the educational, instructional, research, and administrative activities of the County and the use of these resources is a privilege that is extended to members of the County community. Any employee using County information technology resources for any reason must adhere to strict guidelines regarding its use. Employees are being entrusted with the safety and security of County information



resources. A sound security policy for information technology resources includes the participation of every employee, at all times. Sound policy promotes information security.

Any person or organization within the County community who uses or provides information technology resources has a responsibility to maintain and safeguard these assets. Each individual in the County of Saginaw Governmental Entity is expected to use these shared resources with consideration for others.

Individuals are also expected to be informed and be responsible for protecting their own information resources in any environment, shared or stand alone. It is unacceptable for anyone to use information resources to violate any law or County policy or perform unethical acts.

County of Saginaw’s internal [Acceptable Use of Information Technology Resources](#) document contains the governing philosophy for effective and efficient use of the County’s computing, communications, and information resources by all members of the County community.

While chairs/directors and supervisors are ultimately responsible for ensuring compliance with information security practices, ITSC in cooperation with various departments will develop annual security awareness and compliance training to achieve technical proficiency and appropriate use for all employees who have access to information technology resources.

6.2 ORGANIZATION OF INFORMATION SECURITY: The County assumes a coordinated approach to the protection of information technology resources and depositories of protected information that are under its custody by establishing appropriate and reasonable administrative, technical, and physical safeguards that include all departments, individuals, or others that administer, install, maintain, or make use of County of Saginaw’s information technology resources.

Director of Information Technology is responsible for the County’s IT planning, budgeting, and performance including its information security components. Decisions made in these areas should be based on an effective risk management program coordinated through the County’s Controller’s office.

Data Owners are responsible for ensuring that proper controls are in place to address integrity, confidentiality, and availability of information technology resources and data they own.

IT security practitioners (e.g., network, system, application, and database administrators; computer specialists; security analysts) are responsible for proper implementation of security requirements within the information technology resources when change occurs.

Data Custodians have a responsibility to the County to ensure they grant access to data to only those who require that access to perform their job responsibilities.

Data User is a person who has been granted explicit authorization to access the data by the owner. The user must use the data only for purposes specified by the owner, comply with security measures specified by the owner or custodian (i.e., securing login-ID and password), and not disclose information or control over the data unless specifically authorized in writing by the owner of the data.



All Information Technology personnel and users with access to sensitive data are required to sign and date the [Acceptable Use of Information Technology Resources](#) at time of hire, and annually thereafter.

- 6.3 ACCOUNTABILITY FOR ASSETS: Department of Information Technology, working in cooperation with other County departments will develop and maintain a Data Owner Matrix defining those persons responsible for each covered data field in relevant software systems (financial, administration, development, etc.). ITSC will conduct ongoing audits, and will report any significant questionable activities, which may compromise security of protected information. Proper internal control is to be maintained over all information technology resources, at all times. Proper IT asset management – from requisition to disposal – ensures a much greater likelihood that the County will continue to meet customer requirements into the indefinite future by planning in an orderly fashion and mandating consistency throughout the County. ITSC will conduct an annual survey to develop and maintain a registry of those members of the County community who have access to protected information and maintain an inventory of information assets on all County systems that are considered in-scope. Individuals who are authorized to access County data shall adhere to the appropriate roles and responsibilities, as defined within County policy.
- 6.4 INFORMATION HANDLING: County employees create records as part of the normal course of conducting the business of the County. Records containing highly sensitive information should exist only in areas where there is a legitimate and justifiable business need and maintained under strict controls as outlined in this document. Mishandling of sensitive information is a significant risk to the County and may cause considerable financial or reputational harm. It is the responsibility of all County of Saginaw employees, regardless of position, to protect sensitive information by being aware of any sensitive information they may store, process, or transmit.
- 6.5 IDENTITY & ACCESS MANAGEMENT: Identity and access management ensures accurate identification of authorized County community members and provides secure authenticated access to and use of network- based services. Identity and access management is based on a set of principles and control objectives to:
- Ensure unique identification of members of the County community and assignment of access privileges
  - Allow access to information resources only by authorized individuals
  - Ensure periodic review of membership in the community and review of their authorized access rights
  - Maintain effective access mechanisms through evolving technologies
- Access Control refers to the process of controlling access to systems, networks, and information based on business and security requirements. The objective is to prevent unauthorized disclosure of County of Saginaw’s information assets.



County access control measures include secure and accountable means of identification, authentication, and authorization.

- **IDENTIFICATION:** Identification is the process of uniquely naming or assigning an identifier to every individual or system to enable decisions about the levels of access that should be given. The key feature of an identity process is that each user of the County community, and any other entity about which access decisions need to be made, is uniquely identifiable from all other users.
- **AUTHENTICATION:** The authentication process determines whether someone or something is, in fact, who or what it is declared to be. Authentication validates the identity of the person.

Authentication factors can be something you know (password), something you have (token), or something you are (biometric). Two-factor authentication consists of two of the three factors (e.g., password and token) in these distinct categories. For the purpose of access control, authentication verifies one's identity through IT.

Passwords are an important aspect of computer security. They are the front line of protection for user accounts. A poorly chosen password may result in the compromise of County of Saginaw's entire network. Adhering to secure password procedures will help reduce the compromise of user accounts on the County's systems. As such, all community users (including elected officials, staff, guests, contractors, and vendors) are responsible for selecting and securing their passwords.

- **AUTHORIZATION:** Authorization is the process used to grant permissions to authenticated users. Authorization grants the user, through technology or process, the right to use the information assets and determines what type of access is allowed (read-only, create, delete, and/or modify).

The access rights to the information must then be entered into the security system via an access list, directory entry, or view tables, for example, so the authorization rules can be enforced. The level of control will depend on the classification of the data and the level of risk associated with loss or compromise of the information.

In addition,

- Criteria must be established by the Data Owner for account eligibility, creation, maintenance, and expiration.
- Highly sensitive data must be individually authorized by the Data Owner and an annual confidentiality agreement must be acknowledged or signed by all authorized users.
- Depending on the relative sensitivity of the data, staff may be subject to a security clearance check before they are hired, transferred, or promoted. Any employee who was not subjected to such a clearance check when first hired should not be placed in a sensitive position until security clearance has been obtained.





- Data Owners must periodically review user privileges and modify, remove, or inactivate accounts when access is no longer required.
  - Procedures must be documented for the timely revocation of access privileges and return of institutionally owned materials (e.g., keys) for terminated employees and contractors.
  - Inactivity time-outs must be implemented, where technically feasible, for terminals and workstations that access highly sensitive data. The period of inactivity shall be no longer than 15 minutes in publicly accessible areas.
  - Audit trails exist for detective and reactive response to system penetration, infection of systems and data due to malicious code, catastrophic system loss or a compromise of data integrity.
- **REMOTE ACCESS:** Remote access to information technology resources (switches, routers, computers, etc.) and to sensitive or confidential information (social security numbers, credit card numbers, bank account numbers, etc.) are only permitted through secure, authenticated and centrally-managed access methods. Systems that contain sensitive personnel and financial data will be available for off-site remote access through a centrally managed VPN that provides encryption and secure authentication. It should also be understood that when accessing sensitive data remotely, it is prohibited to store cardholder or other sensitive data onto local hard drives, floppy disks, or other external media (including laptops and Smartphones). External computers that are used to administer County resources or access sensitive information must be secured. This includes patching (operating systems and applications), possessing updated anti-virus software, operating a firewall and being configured in accordance with all relevant County policies and procedures.
- Please see [Remote Access Policy and Agreement](#) for details and approval.
- **PRIVILEGED ACCESS:** System administrators routinely require access to information resources to perform essential system administration functions critical to the continued operation of the County. Such privileged access is often termed “super user,” “root,” or “administrator” access. Privileged accounts enable vital system administration functions to be performed and are only to be used for authorized purposes.
- The number of privileged accounts is to be kept to a minimum, and only provided to those personnel whose job duties require it. Administrators or users who require privileged accounts should also have non-privileged accounts to use when performing daily routine tasks and should not use their privileged accounts for non-authorized purposes. Activities performed using a privileged account is to be logged and the logs will be reviewed on a regular basis by an independent and knowledgeable person.
- Personnel who manage, operate, and support County information systems, including individuals who manage their own systems, are expected to use





appropriate professional practices in providing for the security of the systems they manage. Responsibility for systems and application security must be assigned to an individual knowledgeable about the information technology used in the system and in providing security for such technology.

- **SEGREGATION OF DUTIES:** Tasks involved in critical business processes must be performed by separate individuals. Responsibilities of programmers, system administrators and database administrators must not overlap, unless authorized by the Data Owner. Duties and responsibilities shall be assigned systematically to a number of individuals to ensure that effective checks and balances exist. Such controls keep a single individual from subverting a critical process. Key duties include authorizing, approving, and recording transactions; issuing and receiving assets; and reviewing or auditing transactions.

Segregation of duties should be maintained between the following functions:

- Data entry
- Computer operation
- Network management
- System administration
- Systems development and maintenance
- Change management
- Security administration
- Security audit

6.6 **COMMUNICATION AND OPERATIONS MANAGEMENT:** System communications protection refers to the key elements used to assure data and systems are available, and exhibit the confidentiality and integrity expected by owners and users to conduct their business. The appropriate level of security applied to the information and systems is based on the classification and criticality of the information and the business processes that use it. The System's integrity controls must protect data against improper alteration or destruction during storage, during processing, and during transmission over electronic communication networks.

The key elements of system and communications protection are backup protection, denial of service protection, boundary protection, use of validated cryptography (encryption), public access protection, and protection from malicious code.

Operations management refers to implementing appropriate controls and protections on hardware, software, and resources; maintaining appropriate auditing and monitoring; and evaluating system threats and vulnerabilities.

Proper operations management safeguards all of the County's computing resources from loss or compromise, including main storage, storage media (e.g., tape, disk, and optical devices), communications software and hardware, processing equipment, standalone computers, and printers.

- **NETWORK SECURITY:** Network attacks launched from the Internet or from County networks can cause significant damage and harm to information



resources including the unauthorized disclosure of confidential information. In order to provide defensive measures against these attacks, firewall and network filtering technology must be used in a structured and consistent manner.

County of Saginaw maintains appropriate configuration standards and network security controls to safeguard information resources from internal and external network mediated threats. Firewalls and Intrusion Detection Systems (IDS) are deployed at the County border and Intrusion Prevention Systems (IPS) are deployed on core services to augment normal system security measures to prevent denial of service attacks, malicious code, or other traffic that threatens systems within the network or that violates County information security policies. Firewalls and or IDS/IPS are also deployed as appropriate to limit access to systems that host restricted or essential information.

- **SECURITY MONITORING:** Security Monitoring provides a means by which to confirm that information resource security controls are in place, are effective and are not being bypassed. One of the benefits of security monitoring is the early identification of wrongdoing or new security vulnerabilities. Early detection and monitoring can prevent possible attacks or minimize their impact on computer systems.

Any equipment attached to County of Saginaw's network is subject to security vulnerability scans. The goal of the scans is to reduce the vulnerability of County computers and the network to hacking, denial of service, infection, and other security risks from both inside and outside the County. ITSC scans County servers using a mixture of commercial and open-source software to monitor and assess the security of the County's network. Critical servers that store legally protected or other important non- public data are given priority, but others may be scanned.

ITSC also coordinates the external vulnerability scans for departments that are required to use this service to meet the Payment Card Industry Data Security Standards (PCI DSS) for credit card processing. The external scans use a PCI approved external scan vendor.

- **ENCRYPTION:** County of Saginaw has developed standards for encryption to ensure that sensitive data is protected from disclosure. Suitably strong encryption measures are employed and implemented, whenever deemed appropriate, for information during transmission and in storage.
  - **TRANSMISSION:** In order to protect the confidentiality and integrity of the County's sensitive data; any data classified as *Tier I* data, and having a required need for confidentiality and/or integrity, shall be transmitted via encrypted communication to ensure that it does not traverse the network in clear text. It is further recommended that data classified as *Tier II* be transmitted via encrypted communications when possible



**STORAGE:** Encryption of information in storage presents risks to the availability of that information, due to the possibility of encryption key loss. In order to protect the confidentiality and integrity of the County's sensitive data; as-such any data backed up remains encrypted at rest and in transit.

- **VIRUS PROTECTION:** Viruses are a threat to the County as infected computers may transmit confidential information to unauthorized third parties, provide a platform for unauthorized access or use of the internal network, contaminate, or infect other network connected devices, or interfere with County information technology resources. Antivirus and Malware protection software is provided to the County community to protect against the damage caused by virus and or malware attacks. Network administrators are responsible for creating procedures to ensure anti- virus software has the latest updates and virus signatures installed and also to verify that computers are virus-free.

The County reserves the right to review any device attached to the network (public or non-public) for adequate virus protection. The County reserves the right to deny access to the network to any device found to be inadequately protected. Additionally, the County reserves the right to disable network access to any device that is insufficiently protected, or currently infected with a virus. Network access may be restored when the device has been cleaned and current antivirus software and applicable operating system and application patches have been installed.

- **BACKUP AND RECOVERY:** All electronic information is to be copied onto secure storage media on a regular basis (i.e., backed up), and then removed off-site for the purpose of disaster recovery and business resumption.

All backups must conform to the following best practice procedures:

- All data and utility files must be adequately and systematically backed up. (Ensure this includes all patches, fixes and updates)
- Records of what is backed up and to where must be maintained.
- Records of software licensing should be backed up.
- The backup media must be precisely labeled and must have, at a minimum, the following identifying markers that can be readily displayed by labels and/or a bar- coding system:
  - System Name
  - Creation Date
- Copies of the back-up media, together with the back-up record, should be stored safely in a remote location, at a sufficient distance away to escape any damage from a disaster at the main site.
- Regular tests of restoring data/software from the backup copies should be undertaken, to ensure that they can be relied upon for use in an emergency. Note: For most important and time-critical data, a mirror system, or at least a mirror disk may be needed for a quick recovering.



6.7 SYSTEMS & APPLICATION SECURITY: Application development procedures are vital to the integrity of systems. If applications are not developed properly, data may be processed in such a way that the integrity of the data is corrupted. In addition, the integrity of the application software itself should be maintained, both in terms of change control and terms of attack from malicious software.

- SYSTEMS DEVELOPMENT AND MAINTENANCE: Security must be considered at all stages of the life cycle of an information system in order to:
  - a) Ensure conformance with all appropriate security requirements.
  - b) Protect sensitive information throughout its life cycle.
  - c) Facilitate efficient implementation of security controls.
  - d) Prevent the introduction of new risks when the system is modified.
  - e) Ensure proper removal of data when the system is retired.

In order to ensure that systems security is considered during the development and maintenance stages County of Saginaw has defined a Systems Development Lifecycle (SDLC) and the following minimum requirements during each phase:

- Feasibility Phase – high level review to ensure security requirements can support the business case.
  - Requirements Phase – define any initial security requirements or controls to support the business requirements.
  - Design Phase – verify appropriate security controls for the baseline have been identified and ensure change control is established and used for the remainder of the life cycle. Repeat verification with each design change or as warranted.
  - Development Phase – to verify and validate all security controls identified from design phase. Repeated throughout as changes are made or as warranted.
  - Implementation Phase – final verification of existing controls and the appropriate levels of risk mitigation.
- CHANGE CONTROL: Change Control is the process that management uses to identify, document, and authorize changes to an IT environment. It minimizes the likelihood of disruptions, unauthorized alterations, and errors. The change control procedures are designed with the size and complexity of the environment in mind. For example, applications that are complex, maintained by a large IT staff or represent high risks require more formalized and more extensive processes than simple applications maintained by a single IT person. In all cases there should be clear identification of who is responsible for the change control process. County of Saginaw is currently in the process of developing a County-wide change management process however the following elements will be included:



- Change Request Initiation and Control - Requests for changes are to be standardized and subject to management review. Changes are categorized, prioritized and specific procedures are in place to handle urgent matters. Change requestors should be kept informed about the status of their request.
- Impact Assessment - A procedure is in place to ensure that all requests for change are assessed in a structured way for all possible impacts on the operational system and its functionality.
- Control and Documentation of Changes - Changes to production systems are made only by authorized individuals in a controlled manner. Where possible a process for rolling back to the previous version should be identified. It is also important to document what changes have been made. At a minimum a change log should be maintained that includes:
  - A brief functional description of the change.
  - Date the change was implemented.
  - Who made the change.
  - Who authorized the change (if multiple people can authorize changes).
  - What technical elements were affected by the change e.g., program modules, database tables or fields, screens and forms.
- Documentation and Procedures - The change process includes provisions that whenever system changes are implemented, the associated documentation and procedures are updated accordingly.
- Authorized Maintenance - Staff maintaining systems are to have specific assignments and their work monitored as required. In addition, their system access rights should be controlled to avoid risks of unauthorized access to production environments.
- Testing and User Signoff - Software is thoroughly tested, not only for the change itself but also for impact on elements not modified. A standard suite of tests should be developed as well as a separate test environment. The standard test suite will help identify if core elements of an application were inadvertently affected. Data owners of the systems should be responsible for signing off and approving changes being made.
- Testing Environment - Ideally systems should have at least three separate environments for development, testing and production. The test and production environments should be as similar as possible, with the possible exception of size. If cost prohibits having three environments, testing and development may take place in the same environment; but development activity needs to be closely managed (stopped) during acceptance testing. In no case should untested code or development be in a production environment.



- Version Control - Control is placed on production source code to ensure that only the latest version is being updated. If not, previous changes may be inadvertently lost when a new change is moved into production. Version control may also help in being able to effectively back out of a change that has unintended side effects.
- Emergency Changes - Emergency situations may occur that requires some of the program change controls to be overridden such as granting programmers access to production. However, at least a verbal authorization should be obtained, and the change should be documented as soon as possible.
- Distribution of Software - As a change is implemented, it is important that all components of the change are installed in the correct locations and in a timely manner.
- Hardware and System Software Changes - Changes to hardware and system software should also be tested and authorized before being applied to the production environment. They should also be documented in the change log.

If a vendor supplies patches, they should be reviewed and assessed for applicability and potential impact to determine whether their fixes are required by the system.

6.8 **PHYSICAL SECURITY MEASURES:** Physical security controls and secure areas are used to minimize unauthorized access, damage, and interference to information and information systems. Physical Security means providing environmental safeguards for controlling physical access to equipment and data on the County network in order to protect information technology resources from unauthorized use, in terms of both physical hardware and data perspectives.

- **PHYSICAL ENTRY CONTROLS:** Access to areas containing sensitive information must be physically restricted. Access to all entry points into and within the data center is protected by electronic access control mechanisms to validate access and ensure only authorized individuals enter the facility. An audit trail of all access is securely maintained for auditing purposes.

All individuals with access to these areas must wear an identification badge on their outer garments so that both the picture and information on the badge are clearly visible.

Individuals are also encouraged to challenge unescorted strangers and anyone not wearing visible identification. Access rights to secure areas are regularly reviewed and updated.

- **PROVISIONING PROCESS:** Individuals requesting access to the data center are to be enrolled in a structured and documented provisioning process for ensuring the integrity of the person entering the facility.

Personnel working within the data center or clients utilizing the facility services must be immediately removed from systems that have allowed access to the facility itself when no longer employed by the County. This includes all



electronic access control mechanism along with removal of all systems, databases, Web portals, or any other type of sign-in mechanism that requires authentication and authorization activities.

- **VISITORS:** Visitors must be properly identified with a current, valid form of identification. They must present a valid reason for access, and they must be escorted when accessing secure areas within the data center. A log of this activity is retained for audit and security purposes.
- **ALARMS & SURVEILLANCE:** All exterior doors and sensitive areas within the facility are hard wired with alarms and have a mixture of security cameras in place throughout all critical areas, both inside and out, of the data center.
- **EQUIPMENT CONTROL:** The assigned user of information technology resources is considered the custodian for the resource. If the item has been damaged, lost, stolen, borrowed, or is otherwise unavailable for normal business activities, the custodian must promptly inform the involved department manager. Sensitive information technology resources located in unsecured areas should be secured to prevent physical tampering, damage, theft, or unauthorized physical access.

An inventory of all computer equipment and media is maintained to account for restricted and confidential information. When feasible, IT equipment is to be marked with some form of identification that clearly indicates it is the property of County of Saginaw.

- **COMPUTER DATA AND MEDIA DISPOSAL POLICY:** Proper data disposal is essential to controlling sensitive data including records, personnel records, financial data, and protected health and credit card information. If the information on those systems is not properly removed before the equipment is disposed of, or transferred within the County, that information could be accessed and viewed by unauthorized individuals.

Media or devices containing sensitive information transferred between departments or removed from service must be properly sanitized to ensure that all computers and electronic media are properly sanitized before disposal. County of Saginaw is committed to compliance with federal statutes associated with the protection of confidential information as well as ensuring compliance with software licensing agreements. To meet this requirement all removable media is wiped to DoD 522.22M standards, 3 pass wipe with verify. If media cannot be wiped it is shredded per our county contract. All shredding is performed on site and monitored by county personnel.

- **BUSINESS CONTINUITY:** County of Saginaw provides a safe, secure IT environment to serve its customers' requirements, ensure stability and continuity of the business, and promote confidence in its ability to not only continuously provide goods and/or services, but also to recover quickly from disaster and minimize disruption.





- **BUSINESS IMPACT ANALYSIS:** A Business Impact Analysis should correlate specific system components with the critical services that they provide, and based on that information, to characterize the consequences of a disruption to the system components. It is the responsibility of both the Data Owner and Data Custodian to perform appropriate business impact analysis tasks as outlined below.  
**IDENTITY CRITICAL IT RESOURCES:** Data owners and custodians are to evaluate his/her system to determine the critical functions performed and to identify the specific system resources required to perform them. Two activities usually are needed to complete this step:
  1. Identify and coordinate with internal and external users associated with the system to characterize the ways that they depend on or support the system. When identifying contacts, it is important to include departments that provide or receive data from the system as well as contacts supporting any interconnected systems. This coordination should enable the data owner and custodian to characterize the full range of support provided by the system, including security, managerial, technical, and operational requirements.
  2. Evaluate the system to link these critical services to system resources. This analysis usually will identify infrastructure requirements such as electric power, telecommunications connections, and environmental controls. Specific IT equipment, such as application servers, and authentication servers, are usually considered to be critical. However, the analysis may determine that certain IT components, such as a printer or print server, are not needed to support critical services.
- **IDENTIFY OUTAGE IMPACTS AND ALLOWABLE OUTAGE TIMES:** Data owners and custodians should analyze the critical resources identified in the previous step and determine the impact(s) on IT operations if a given resource were disrupted or damaged. The analysis should evaluate the impact of the outage in the following three ways:
  1. The effects of the outage may be tracked over time. This will enable the County to identify the maximum allowable time that a resource may be unavailable before it prevents or inhibits the performance of an essential function.
  2. The effects of the outage may be tracked across related resources and dependent systems, identifying any cascading effects that may occur as a disrupted system affects other processes that rely on it.
  3. The effects of the outage may be tracked using revenue streams and cost expenditures, identifying any areas of monetary need or concern that could cause a delay in the recovery effort.





- **DEVELOP RECOVERY PRIORITIES:** Data owners and custodians should develop recovery priorities for the system resources. A scale of high-, medium-, low should be used to prioritize the resources. High priorities are based on the need to restore critical resources within their allowable outage times; medium and low priorities reflect the requirement to restore full operational capabilities over a longer recovery period.

The outage impact(s) and allowable outage times characterized in the previous step enable the County to develop and prioritize recovery strategies that personnel will implement during contingency plan activation. For example, if the outage impacts step determines that the system must be recovered within 4 hours, County of Saginaw needs to adopt measures to meet that requirement. Similarly, if most system components could tolerate a 24-hour outage but a critical component could be unavailable for only 8 hours, the necessary resources for the critical component would be prioritized. By prioritizing these recovery strategies, the County may make more informed, tailored decisions regarding contingency resource allocations and expenditures, saving time, and effort.

- **BUSINESS IMPACT ANALYSIS DOCUMENTATION REQUIREMENTS:** Data owners and custodians are responsible for maintaining the Business Impact Analysis document(s). A periodic review of the Business Impact Analysis should be performed by the data owner to ensure accuracy and completeness.

1. **DISASTER RECOVERY:** A disaster recovery plan can be defined as the ongoing process of planning, developing, and implementing disaster recovery management procedures and processes to ensure the efficient and effective resumption of critical functions in the event of an unscheduled interruption.

There are five main components of the disaster recovery plan. The Supporting Information and Plan Appendices provide essential information to ensure a comprehensive plan. The Notification/Activation, Recovery, and Reconstitution Phases address specific actions that County should take following a system disruption or emergency. IT contingency plans should be clear, concise, and easy to implement in an emergency. Where possible, checklists and step-by-step procedures should be used.

The Disaster Recovery Plan must contain detailed information on how to continue business operations and perform all tasks required to do so while the computer hardware, network and data are being recovered. Technical capabilities need to be documented and designed to support operations and should be tailored to the County requirements. The order in which systems are to be recovered and at what level of functionality based upon the BIA



need to be fully documented. Not all systems may need to be recovered simultaneously or to 100% for the system to begin functioning.

County of Saginaw is in the process of developing a comprehensive contingency planning program. Each County department will develop contingency plans that contain detailed roles, responsibilities, teams, and procedures associated with emergency operations needed during the restoring an IT system following a disruption.

2. **INFORMATION SECURITY INCIDENT RESPONSE:** An IT security incident is defined as an event that impacts or has the potential to impact the confidentiality, availability, or integrity of County information technology resources. Having an effective incident response is essential in mitigating damage and loss due to an information security incident. Proper handling of such incidents protects the County's information technology resources from future unauthorized access, use or damage.

If you suspect an IT security incident, immediate action should be taken to isolate the problem from the County network. Be ready to provide specifics such as date/time of loss, type of device(s), contact information, and any specific information that you believe indicates that a device was breached, a computer security incident occurred, or a device was lost or stolen.

- 6.9 **REGULATIONS:** The County must be proactively aware of and prepared to comply with a wide variety of federal and state laws, regulations, and County policies with respect to information protection and privacy. While this is not an exhausted list,
  - **HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT:** HIPAA and its regulations (the "Privacy Rule" and the "Security Rule") protect the privacy of an individual's health information as well as govern the way County of Saginaw collects, maintains, uses and discloses protected health information ("PHI"). County of Saginaw must ensure the confidentiality, integrity, and availability of confidential information; and detect and prevent reasonably anticipated errors and threats due to malicious or criminal actions, system failure, natural disasters and employee or user error. Such events could result in damage to or loss of personal information, corruption or loss of data integrity, interruption of County activities, or compromise to the privacy of the County employees and its records.
  - **HEALTH INFORMATION TECHNOLOGY FOR ECONOMIC AND CLINICAL HEALTH ACT:** HITECH imposes federal security breach notification requirements for unauthorized uses and disclosures of "unsecured PHI" and adds numerous privacy and data security restrictions to HIPAA.
  - **RED FLAG RULES:** The RFR requires that the County implement a written Identity Theft Prevention Program designed to detect the warning signs — or "red flags" — of identity theft in their day-to-day operations. By identifying red



flags in advance, businesses will be better equipped to spot suspicious patterns that may arise -- and take steps to prevent a red flag from escalating into a costly episode of identity theft.

- PAYMENT CARD INDUSTRY DATA SECURITY STANDARDS: PCI DSS provides a single approach to safeguarding confidential credit card account data and establishes security best practice standards that the County must follow when storing, processing, or transmitting credit card data. While not a law, the County must comply in order to be approved and continue to accept payment cards.

6.10 COMPLIANCE: Upon implementation of this plan, ITSC will ensure that the plan is being effectively carried out in accordance with regulatory and county requirements and meets or exceeds industry standards for information security.

6.11 RELATED POLICIES & PROCEDURES:

- [Acceptable Use of Information Technology Resources](#)
- [Remote Access Policy and Agreement](#)

7. ADMINISTRATIVE PROCEDURES: NONE

8. CONTROLLER/CAO LEGAL COUNSEL REVIEW: The Controller/CAO has determined that this policy as submitted to the Board of Commissioners contains the necessary substance in order to carry out the purpose of this policy. County Civil Counsel has determined that this policy as submitted contains content that appears to be legal activities of the Saginaw County Board of Commissioners.

Approved as to Substance:  
Saginaw County Controller/CAO  
ADOPTED: April 18, 2023

Approved as to Legal Content:  
Saginaw County Civil Counsel

[End of Policy]

4. **Budget/Audit Committee – D. Krafft, Chair; J. Tany, Vice-Chair**

- 4.1) **PURCHASING/RISK MANAGER**, re: Approval to increase the SCCJCC budget by \$25,000 to purchase modems and antennas for new police cars
- 4.2) **COMMISSION ON AGING**, re: Approval to accept additional funds (ARPA) in the amount of \$433,469 from Region VII Area Agency on Aging for FY 2023
- 4.3) **SHERIFF**, re: Approval to accept reimbursement from Bridge the Gap and increase its FY 2023 budget by \$15,000
- 4.4) **CONTROLLER/CAO**, re: Approval of two (2) potential change orders (PCOs) with Spence Brothers on The Dow Event Center project: PCO #002 for Memorial Cup Upgrades at \$3,082,583 and PCO #003 for Elevator Addition at \$1,560,545

- **Commissioner Krafft moved, seconded by Commissioner Little, to approve 4.1, 4.2, and 4.3 leaving room for exceptions. There were no exceptions and the motion carried.**
- **Commissioner Krafft moved, seconded by Commissioner Matthews, to approve 4.4. After discussion, the motion carried by the following roll-call vote:  
Yes: Tany, Spitzer, Matthews, Slodowski, Krafft, Little, Coney, Webster and Boyd – 9  
No: Piotrowski, Harris – 2                      Total: - 11**



**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.1**

**APRIL 18, 2023**

Your Budget/Audit Committee considered Communication No. 4-18-7 from Kelly Suppes, Purchasing/Risk Manager, requesting a \$25,000 budget increase to the Saginaw County Criminal Justice Coordinating Committee (SCCJCC) fund from fund balance to purchase ten (10) new Modems and fifteen (15) new Antennas to outfit new police cars.

Your committee met with Kelly Suppes and learned that the FY23 Budget did not account for equipment replacement, only normal operating expenses. The cost of equipment replacement will be allocated in the FY24 budgeting process. The need for the new equipment comes from routine replacement and the antennas are not reusable.

We recommend a \$25,000 budget increase to the Saginaw County Criminal Justice Coordinating Committee (SCCJCC) fund from fund balance to purchase ten (10) new Modems and fifteen (15) new Antennas to outfit new police cars.

Respectfully Submitted,

**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair

Jack B. Tany, Vice-Chair

Tracey L. Slodowski

Richard A. Spitzer

Christopher S. Boyd

**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.2**

**APRIL 18, 2023**

Your Budget/Audit Committee considered Communication No. 4-18-8 from Susan Caister, Nutrition Program Manager for Commission on Aging, requesting approval to accept awarded additional federal funds (ARPA) from Region VII Area Agency on Aging in the amount of \$433,469 for the current fiscal year for programs/activities.

Your committee met with Susan Caister and Gene Schmidt, Accountant, where they gave a breakdown of the funds awarded to the department. The amount is \$433,469 for FY23 and \$433,469 for FY24. In the current fiscal year, the activities will be Case Coordination and Support (\$142,327), Congregate Centers (\$92,822), Home Delivered Meals (\$139,233), the Caregiver Program (\$33,155), and Preventative Health (\$25,923). Region VII requires an additional match of \$3,000 each year from Commission on Aging to accept the total funds.

We recommend approval to accept awarded additional federal funds (ARPA) from Region VII Area Agency on Aging in the amount of \$433,469 for the current fiscal year for programs/activities and contribute \$3,000 of matching funds from Commission on Aging Fund Balance.

Respectfully Submitted,

**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair

Jack B. Tany, Vice-Chair

Tracey L. Slodowski

Richard A. Spitzer

Christopher S. Boyd



**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.3**

**APRIL 18, 2023**

Your Budget/Audit Committee received Communication No. 4-18-9 from Sheriff William Federspiel, requesting an increase of \$15,000 to the FY2023 Training/Professional Development fund as reimbursement from Bridge the Gap.

Your committee met with Undersheriff Mike Gomez, who amended the request in committee to utilize \$3,000 of the \$15,000 reimbursement to increase Sheriff Department Capital Outlay Fund. The \$15,000 is being received from Bridge the Gap, a nonprofit that provides stipends to individuals entering the police academy, as reimbursement of a prior contribution of funds. After the amendment of \$3,000 to the Capital Outlay Fund, the remaining \$12,000 is requested to increase the Training/Professional Development fund (20731500-91000).

We recommend approval to increase the Sheriff's office funds as noted above and amend the budget accordingly.

Respectfully Submitted,

**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair

Tracey L. Slodowski

Christopher S. Boyd

Jack B. Tany, Vice-Chair

Richard A. Spitzer

*Added After Special Budget/Audit Committee Prior to the Board Session*

**FROM: COMMITTEE ON BUDGET/AUDIT -- 4.4**

**APRIL 18, 2023**

Your Budget/Audit Committee considered Communication No. 4-18-19 from Robert Belleman, Controller/CAO; as follows:

**REQUEST:** Requesting approval of potential change orders (PCOs) #002 and #003 from Spence Brothers on The Dow Event Center Project.

**BACKGROUND INFORMATION:** At the March 21, 2023 Board Session, the Board of Commissioners approved PCO #070 (#001) in the amount of \$3,874,325 for "Owner Upgrades" at The Dow Event Center and requested that Mr. Belleman investigate funding for Phase II "Memorial Cup Upgrades" and Phase III "Elevator Addition." The estimated direct spend associated with hosting the 2024 CHL Memorial Cup in Saginaw would be \$20 million.

**FINANCIAL INFORMATION:** Spence Brothers has estimated the cost PCO#002, Phase II at \$3,082,583, with an owner's contingency of \$244,266, for the improvements necessary to host the 2024 CHL Memorial Cup. PCO#003, Phase III, has an estimated cost of \$1,560,545, with an owner's contingency of \$140,000, for the installation of two elevators. The funding sources include the milage supporting a \$5.5 million bond issue and a not to exceed capital contribution of \$3,521,189 from the Delinquent Tax Fund which will be reduced if funding from other sources are received.

**PARTNERSHIP/COLLABORATION:** There are numerous partnerships associated with the CHL Memorial Cup, it is what made it possible to be awarded the honor of hosting this event in Saginaw County.



**STRATEGIC PLANNING:** The investment in The Dow Event Center meets Saginaw County’s priority of Entertainment and Recreation by drawing an estimated crowd of 6,000 to 8,000 overnight guests for the 2024 CHL Memorial Cup and attracting future concerts, events, and activities.

**RECOMMENDATION:** We recommend approval of PCO #002 and PCO #003, increasing the current contract with Spence Brothers to immediately commence the design and construction to The Dow Event Center.

Respectfully Submitted,

**COMMITTEE ON BUDGET/AUDIT**

Dennis H. Krafft, Chair

Tracey L. Slodowski

Christopher S. Boyd

Jack B. Tany, Vice-Chair

Richard A. Spitzer

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

None

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

6.1) **CONTROLLER/CAO**, re: Approval of use of Courthouse & Governmental Center grounds on behalf of Great Lakes Bay Health Centers for one day during the week of Aug. 6 – 12, 2023 for community activities during National Health Center Week

6.2) **CONTROLLER/CAO**, re: Approval to engage Guidehouse to manage the risk assessment phase of the internal and external ARPA sub-recipients

- **Commissioner Krafft moved, seconded by Commissioner Slodowski, to approve 6.1. Motion carried.**
- **Commissioner Krafft moved, seconded by Commissioner Little, to approve 6.2. Motion carried.**

**FROM: EXECUTIVE COMMITTEE -- 6.1**

**APRIL 18, 2023**

Your Executive Committee met and considered Communication 4-18-16 from Robert Belleman, Controller/CAO, on behalf of Great Lakes Bay Health Centers, as follows:

**REQUEST:** Requesting use of the Courthouse & Governmental Center grounds for one day during the week of August 6 – 12, 2023 to host community activities during National Health Center Week

**BACKGROUND INFORMATION:** Annual event with the “goal of raising awareness about the mission and accomplishments of America’s health centers over the past five decades. Community Health Centers serve as the beacon of strength, service, and care in their communities.” GLB Health Centers is in the planning phase of this year’s event that consists of several community vendors, health screening, community resources, and possible food trucks or cookouts.

**FINANCIAL INFORMATION:** No direct financial support from Saginaw County. If free parking is allowed in the gated lots, there will be a loss of revenue from 10:00 a.m. – 2:00 p.m. the day of the event. Possible staff time is involved if Parks & Recreation and/or Health Department partner with GLBHC during this event.





**PARTNERSHIP/COLLABORATION:** Chris Harrington, Saginaw County Health Officer, desires to partner with GLBHC by sponsoring a vendor booth on BWell Saginaw. Brian Keenan-Lechel, Parks & Recreation Director, has expressed interest in partnering with GLBHC by providing various recreational activities.

**STRATEGIC PLANNING:** Consistent with the *Quality of Living* focus area – Healthcare Goal: Provide affordable health care and services and ensure equal access to healthy choices and opportunities.

**RECOMMENDATION:** We recommend approval for Great Lakes Bay Health Centers to utilize the Courthouse & Governmental Center grounds for one day during the week of August 6 – 12, 2023 and provide free parking within the County lots on that day. Further, that Great Lakes Bay Health Center will work in conjunction with the Controller and County staff to facilitate the logistics involved with vendor set-up, parking, etc.

Respectfully Submitted,

**EXECUTIVE COMMITTEE**

Christopher S. Boyd, Chairman

Gerald D. Little

Dennis H. Krafft

Jack B. Tany

Michael A. Webster

**FROM: EXECUTIVE COMMITTEE -- 6.2**

**APRIL 18, 2023**

Your Executive Committee met and considered Communication 4-18-17 from Robert Belleman, Controller/CAO, as follows:

**REQUEST:** Requesting to engage Guidehouse to manage the risk assessment phase of the internal and external ARPA sub-recipients. Risk assessment and sub-recipient monitoring are a requirement under the Uniform Guidance for spending Federal ARPA dollars, including contract management, monthly and quarterly reviews, and review schedules.

**BACKGROUND INFORMATION:** In 2021 the Board allowed allocation of \$250,000 of ARPA funds to Guidehouse to assist the Controller's office in reviewing approved ARPA internal and external projects and assist the Finance Director with the quarterly review and filing to the U.S. Department of Treasury. Engaging them now would ensure the County is meeting requirements for spending ARPA dollars.

**FINANCIAL INFORMATION:** Of the \$250,000 allocated there is \$240,217.50 remaining. The yearly cost of administering the risk assessment, monitoring, documenting all projects, monitoring meetings with sub-recipients, quarterly reports, and AROA reporting will fall within the current available budget. At year-end there will be review of the available budget and a decision to either continue the services with Guidehouse or return to the Board to request additional funding.

**PARTNERSHIP/COLLABORATION:** The City of Saginaw and the County of Saginaw have ARPA requests from the same applicants. Guidehouse has already been working with the City of Saginaw on developing a risk assessment plan and is providing sub-recipient monitoring services. The County of Saginaw desires to pursue a similar relationship.

**STRATEGIC PLANNING:** This request aligns with the Board's strategic plan relating to Revenue and Cost Control Efficiency and Expenditure Goals.

**RECOMMENDATION:** We recommend approval to use already allocated funds to engage Guidehouse in the risk assessment, monitoring, documenting, meeting with sub-recipients and submission of quarterly reports to the Board of Commissioners and Controller's Office.



Respectfully Submitted,  
**EXECUTIVE COMMITTEE**

Christopher S. Boyd, Chairman  
Gerald D. Little  
Dennis H. Krafft

Jack B. Tany  
Michael A. Webster

7. **Rules Committee – C. Boyd, Chair**

7.1) **CHAIRMAN BOYD**, re: Approval to lay proposed amendments of the 2023 Board Rules on the table for approval at the May 16, 2023 Board Session

- ***Chairman Boyd introduced Board Report 7.1 and, pursuant to Article X, Section 10.1 of the 2023 Board Rules, and tabled the amendments for approval at the May 16, 2023 Board Session under Unfinished Business.***

~~FROM: RULES COMMITTEE – 7.1 – Tabled – APRIL 18, 2023~~

~~Your Rules Committee met April 12, 2023 to review an item referred from the March 21, 2023 Board Session, which was the current 2023 Board Rules and to reconsider recommendations made at the last meeting of the Rules Committee held in March 2023. The following sections were discussed and the proposed changes are as follows:~~

- ~~• **Article I Section 1.1** “The organizational meeting of the Board of Commissioners shall be held within the first seven (7) days of January each year. At that meeting, the first order of business shall be the election of the Permanent Chair and Vice-Chair for a one year term.”~~
- ~~• **Article II Section 2.1** “The organizational meeting of the Board of Commissioners shall be held on the first business day of January each year.” **Eliminated**~~
- ~~• **Article II Section 2.2** “All meetings of the Board of Commissioners shall be called in accordance with State Statutes and Rules of this Board. (MSA 5.321 – MSA 5.359 (16) [MCL 46.1 – 46.416])”~~
- ~~• **Article II Section 2.7** “...referral to the appropriate committee, if required. This section shall not apply to any other committee or subcommittee of the Board.”~~
- ~~• **Article II Section 2.9** “Special meetings of the Board shall be held only when authorized during regular sessions or by petition of at least one third (1/3rd) of the members of the Board, (MCLA 46.10) and shall be at a time to allow maximum attendance. Notice of special meetings of the Board may be mailed to Commissioners via regular U.S. mail **email** at least 10 days before the date of the meeting.”~~

~~According to Article X, Section 10.1, the Board Rules may be revised or amended by a two-thirds (2/3rds) vote provided that the proposed amendments have been submitted to the Board in writing at a previous meeting. Therefore, we recommend the proposed amendments be laid on the table at this meeting for final approval at the May 16, 2023 Board Session.~~

~~Respectfully submitted,~~





**SPECIAL COMMITTEE ON RULES**

Christopher S. Boyd, Chairman \_\_\_\_\_ Sheldon Matthews, Vice-Chair  
Dennis H. Krafft \_\_\_\_\_ Michael A. Webster \_\_\_\_\_  
Richard A. Spitzer

8. **Legislative Committee – S. Matthews, Chair; M. Webster, Vice-Chair**  
None

9. **Intergovernmental Cooperation Committee – J. Tany, Chair; S. Matthews, Vice-Chair**  
None

10. **Committee Compensation**

4-18-23.1) March 5, 2023 – March 18, 2023

4-18-23.2) March 19, 2023 – April 1, 2023

- **Commissioner Matthews moved, seconded by Commissioner Tany, to approve 4-18-23.1 and 4-18-23.2. The motion carried unanimously.**

**COMMITTEE COMPENSATION - 4.18.23.1**

**April 18, 2023**

*I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held March 5 - March 18, 2023.*

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	3/6/2023	MAC Agriculture & Tourism via Zoom	Slodowski	\$50.00	1
2	3/6/2023	Human Services Committee	Little	\$50.00	1
			Slodowski	\$25.00	1
			Webster	\$50.00	1
			Coney	\$50.00	1
			Boyd	\$50.00	1
3	3/9/2023	CHAP via Zoom	Coney	\$50.00	1
4	3/9/2023	Mosquito Abatement Commission	Boyd	\$50.00	1
5	3/9/2023	Budget/Audit Committee	Krafft	\$50.00	1
			Tany	\$50.00	1
			Slodowski	\$50.00	1
			Spitzer	\$50.00	1
			Boyd	\$50.00	1
6	3/9/2023	Community Action Committee	Little	\$50.00	1
7	3/10/2023	MAC Environmental Via Zoom	Webster	\$50.00	1
8	3/13/2023	Emergency Food & Shelter via Zoom	Piotrowski	\$50.00	1
9	3/13/2023	Labor Relations	Webster	\$50.00	1
			Matthews	\$50.00	1
			Harris	\$50.00	1
			Little	\$50.00	1
			Boyd	\$50.00	1



*Board of Commissioners – April 18, 2023*

---

11	3/14/2023	Executive	Boyd	\$50.00	1
			Tany	\$50.00	1
			Little	\$50.00	1
			Webster	\$50.00	1
			Krafft	\$50.00	1
12	3/15/2023	Castle Museum	Tany	\$50.00	1
13	3/15/2023	Zoological Society	Little	\$50.00	1
			Slodowski	\$50.00	1
14	3/15/2023	Airport Committee	Krafft	\$50.00	1
			Little	\$25.00	1
			Matthews	\$50.00	1
15	3/15/2023	Animal Control Advisory	Slodowski	\$25.00	1
16	3/16/2023	Frankenmuth CVB	Krafft	\$50.00	1
17	3/16/2023	Commission on Aging	Little	\$50.00	1
18	3/16/2023	Community Action Committee	Little	\$25.00	1
			<b>TOTAL</b>	<b>\$1,700.00</b>	<b>36</b>

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (3-17-23)

**COMMITTEE COMPENSATION - 4.18.23.2**

**April 18, 2023**

*I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held March 19 - April 1, 2023.*

---

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	3/21/2023	Budget/Audit Committee - Special	Krafft	\$25.00	1
			Tany	\$25.00	1
			Slodowski	\$25.00	1
			Spitzer	\$25.00	1
			Boyd	\$25.00	1
2	3/21/2023	Board Session	11 Present	\$550.00	11
		Boyd, Coney, Harris, Krafft, Little, Matthews, Piotrowski, Slodowski, Spitzer, Tany, Webster			
3	3/23/2023	9-1-1 Authority Board	Matthews	\$25.00	1
5	3/23/2023	City/County/School Liaison Committee	Tany	\$50.00	1
			Coney	\$50.00	1
			Matthews	\$50.00	1
6	3/24/2023	MAC Transportation Via Zoom	Matthews	\$50.00	1
7	3/27/2023	MAC Health & Human Services Via Zoom	Webster	\$50.00	1
8	3/27/2023	MAC Judiciary & Public Safety Via Zoom	Boyd	\$50.00	1
9	3/27/2023	GLBMW! Executive Committee	Little	\$50.00	1
			<b>TOTAL</b>	<b>\$1,050.00</b>	<b>24</b>

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (3-31-23)



## **PUBLIC HEARING**

### **3<sup>rd</sup> Call – Closing**

- At 5:47 p.m., Chairman Boyd announced the third and final call of a public hearing on the closeout of the Michigan Community Development Block Grant (CDBG) Coronavirus Aid, Relief and Economic Security (CARES) Funding Grant. He asked if there was anyone wishing to speak; hearing none, he announced the public hearing closed at 5:47 p.m.

## **RESOLUTIONS**

### **SAGINAW COUNTY RESOLUTION 2023-8**

#### **RESOLUTION AUTHORIZING ISSUANCE OF SAGINAW COUNTY WATER SUPPLY SYSTEM BONDS (ST. CHARLES WATER SUPPLY SYSTEM IMPROVEMENTS), SERIES 2023**

At a regular meeting of the Board of Commissioners of the County of Saginaw held on  
April 18, 2023.

**The following resolution was moved by Commissioner Webster  
and supported by Commissioner Spitzer:**

**WHEREAS**, pursuant to the provisions of Act No. 185, Public Acts of Michigan, 1957, as amended (“Act 185”), the Board of Commissioners of the County of Saginaw (the “County”) has established a Department of Public Works for the administration of the powers conferred upon the County by Act 185, which department is under the immediate control of the Public Works Commissioner, acting as the Board of Public Works, and under the general control of the Board of Commissioners of the County; and

**WHEREAS**, pursuant to Act 185, the County and the Village of St. Charles (the “Village”) have previously entered into the St. Charles Water Supply System Improvements Contract, dated as of September 1, 2022 (the “Contract”), which provides for the acquisition, construction and financing of water supply system improvements previously designated by this Board of Commissioners as the St. Charles Water Supply System Improvements and consisting of water supply system improvements to serve the Village (the “Project”); and

**WHEREAS**, the Contract provides for the issuance of bonds by the County to defray part of the cost of the Project, such bonds to be secured by the contractual obligation of the Village to pay to the County amounts sufficient to pay the principal of and interest on the hereinafter authorized bonds and to pay such paying agent fees and other expenses as may be incurred on account of the bonds; and

**WHEREAS**, there has been submitted for approval and adoption by this Board, plans, specifications, an estimate of the cost of the Project and an estimate of the period of usefulness of the Project.



NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF SAGINAW, MICHIGAN, as follows:

1. PLANS AND SPECIFICATIONS; ESTIMATES OF PERIOD OF USEFULNESS AND COST. The plans and specifications for the Project and the estimate of \$4,232,732.00 the cost thereof and of 20 years and upwards as the period of usefulness thereof, as submitted to this Board of Commissioners, are approved and adopted.
2. AUTHORIZATION OF BONDS - PURPOSE. Bonds of the County aggregating the principal sum of not to exceed Three Million Six Hundred Thousand Dollars (\$3,600,000) (the “Bonds”), as shall be determined by the Public Works Commissioner, shall be issued and sold pursuant to the provisions of Act 185, and other applicable statutory provisions, for the purpose of defraying part of the cost of acquiring and constructing the Project.
3. BOND DETAILS. The Bonds shall be designated “Saginaw County Water Supply System Bonds (St. Charles Water Supply System Improvements), Series 2023”; *provided that*, if the Bonds are not issued in calendar year 2023, the Public Works Commissioner may re-designate the Bonds to reflect the year in which the Bonds are issued. The Bonds shall be dated the date of delivery or such other date as approved by the Public Works Commissioner at the time of sale; shall be numbered from 1 upwards; shall be fully registered; shall be in the denomination of \$5,000 each or any integral multiple thereof not exceeding the aggregate principal amount for each maturity at the option of the purchaser thereof; shall bear interest at a rate or rates not exceeding 6% per annum to be determined by the Public Works Commissioner upon the sale thereof, payable on November 1 and May 1, in such years as shall be determined by the Public Works Commissioner at the time of sale; and shall mature on May 1, in such years and in such amounts as shall be determined by the Public Works Commissioner at the time of sale, provided that the final maturity shall be not later than May 1, 2042.
4. PAYMENT OF PRINCIPAL AND INTEREST. The principal of and interest on the Bonds shall be payable in lawful money of the United States. Principal shall be payable upon presentation and surrender of the Bonds to the bond registrar and paying agent as they severally mature. Interest shall be paid to the registered owner of each bond as shown on the registration books at the close of business on the 15th day of the calendar month preceding the month in which the interest payment is due. Interest shall be paid when due by check, wire transfer or draft drawn upon and mailed by the bond registrar and paying agent to the registered owner at the registered address.
5. BOOK-ENTRY-ONLY SYSTEM. Initially, one fully-registered Bond for each maturity, in the aggregate amount of such maturity, shall be issued in the name of Cede & Co., as nominee of The Depository Trust Company (“DTC”) for the benefit of other parties (the “Participants”) in the book-entry-only transfer system of DTC. In the event the County determines that it is in the best interest of the County to not continue the book-entry-only system of transfer or that the interests of the holders of the Bonds might be adversely affected if the book-entry-only system of transfer is continued, the County may notify DTC and the bond registrar and paying agent,



whereupon DTC will notify the Participants of the availability through DTC of bond certificates. In such event, the bond registrar and paying agent shall deliver, transfer and exchange bond certificates as requested by DTC and any Participant or “beneficial owner” in appropriate amounts in accordance with this Resolution. DTC may determine to discontinue providing its services with respect to the Bonds at any time by giving notice to the County and the bond registrar and paying agent and discharging its responsibilities with respect thereto under applicable law or the County may determine that DTC is incapable of discharging its duties and may so advise DTC. In either such event, the County shall use reasonable efforts to locate another securities depository. Under such circumstances (if there is no successor securities depository), the County and the bond registrar and paying agent shall be obligated to deliver bond certificates in accordance with the procedures established by this Resolution. In the event bond certificates are issued, the provisions of this Resolution shall apply to, among other things, the transfer and exchange of such certificates and the method of payment of principal of and interest on such certificates. Whenever DTC requests the County and the bond registrar and paying agent to do so, the County and the bond registrar and paying agent shall cooperate with DTC in taking appropriate action after reasonable notice to make available one or more separate certificates evidencing the Bonds to any Participant having Bonds certificated to its DTC account or to arrange for another securities depository to maintain custody of certificates evidencing the Bonds.

Notwithstanding any other provision of this Resolution to the contrary, so long as any Bond is registered in the name of Cede & Co., as nominee of DTC, all payments with respect to the principal of, interest on and redemption premium, if any, on the Bonds and all notices with respect to the Bond shall be made and given, respectively, to DTC as provided in the Blanket Issuer Letter of Representations between DTC and the County. The Public Works Commissioner is authorized to sign additional documents on behalf of the County in such form as the Public Works Commissioner deems necessary or appropriate in order to accomplish the issuance of the Bond in accordance with law and this Resolution. Notwithstanding any other provision of this Resolution to the contrary, if the Public Works Commissioner deems it to be in the best interest of the County, the Bonds shall not initially be issued through the book-entry-only transfer system of DTC.

6. BOND REGISTRAR AND PAYING AGENT. The Board of Commissioners hereby designates, and the Public Works Commissioner may enter into an agreement with, The Huntington National Bank, Grand Rapids, Michigan, as bond registrar and paying agent for the Bonds. The Public Works Commissioner from time to time as required may designate a successor bond registrar and paying agent which shall be a bank or trust company located in the State of Michigan which is qualified to act in such capacity under the laws of the United States of America or the State of Michigan.

7. OPTIONAL PRIOR REDEMPTION. The Bonds may be subject to optional redemption prior to maturity as determined by the Public Works Commissioner at the time of sale of the Bonds.



8. EXECUTION, AUTHENTICATION AND DELIVERY OF BONDS. The Bonds shall be executed in the name of the County by the manual or facsimile signatures of the Chairperson of the Board of Commissioners and the County Clerk and authenticated by the manual signature of an authorized representative of the bond registrar and paying agent. After the Bonds have been executed and authenticated for delivery to the original purchaser thereof, they shall be delivered by the County Treasurer to the purchaser upon receipt of the purchase price. Additional Bonds bearing the facsimile signatures of the Chairperson of the Board of Commissioners and the County Clerk may be delivered to the bond registrar and paying agent for authentication and delivery in connection with the exchange or transfer of Bonds. The bond registrar and paying agent shall indicate on each Bond the date of its authentication.

9. EXCHANGE AND TRANSFER OF BONDS. Any Bond, upon surrender thereof to the bond registrar and paying agent with a written instrument of transfer satisfactory to the bond registrar and paying agent duly executed by the registered owner or his duly authorized attorney, at the option of the registered owner thereof, may be exchanged for Bonds of any other authorized denominations of the same aggregate principal amount and maturity date and bearing the same rate of interest as the surrendered Bond.

Each Bond shall be transferable only upon the books of the County, which shall be kept for that purpose by the bond registrar and paying agent, upon surrender of such Bond together with a written instrument of transfer satisfactory to the bond registrar and paying agent duly executed by the registered owner or his duly authorized attorney.

Upon the exchange or transfer of any Bond, the bond registrar and paying agent on behalf of the County shall cancel the surrendered Bond and shall authenticate and deliver to the transferee a new Bond or Bonds of any authorized denomination of the same aggregate principal amount and maturity date and bearing the same rate of interest as the surrendered Bond. If, at the time the bond registrar and paying agent authenticates and delivers a new Bond pursuant to this section, payment of interest on the Bond is in default, the bond registrar and paying agent shall endorse upon the new Bond the following: "Payment of interest on this bond is in default. The last date to which interest has been paid is \_\_\_\_\_, \_\_\_\_."

The County and the bond registrar and paying agent may deem and treat the person in whose name any Bond shall be registered upon the books of the County as the absolute owner of such Bond, whether such Bond shall be overdue or not, for the purpose of receiving payment of the principal of and interest on such Bond and for all other purposes, and all payments made to any such registered owner, or upon his order, in accordance with the provisions of Section 4 of this Resolution shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid, and neither the County nor the bond registrar and paying agent shall be affected by any notice to the contrary. The County agrees to indemnify and save the bond registrar and paying agent harmless from and against any and all loss, cost, charge, expense, judgment or liability incurred by it, acting in good faith and without negligence hereunder, in so treating such registered owner.



For every exchange or transfer of Bonds, the County or the bond registrar and paying agent may make a charge sufficient to reimburse it for any tax, fee or other governmental charge required to be paid with respect to such exchange or transfer, which sum or sums shall be paid by the person requesting such exchange or transfer as a condition precedent to the exercise of the privilege of making such exchange or transfer.

The bond registrar and paying agent shall not be required to transfer or exchange Bond or portions of Bonds which have been selected for redemption.

10. FORM OF BONDS. The Bonds shall be in substantially the following form:

UNITED STATES OF AMERICA  
STATE OF MICHIGAN  
COUNTY OF SAGINAW  
SAGINAW COUNTY WATER SUPPLY SYSTEM BONDS  
(ST. CHARLES WATER SUPPLY SYSTEM IMPROVEMENTS), SERIES 2023

INTEREST RATE                      MATURITY DATE                      DATE OF ORIGINAL ISSUE                      CUSIP

Registered Owner:

Principal Amount:

The County of Saginaw (the “County”), State of Michigan, acknowledges itself indebted to, and for value received, promises to pay to the Registered Owner, or registered assigns, the Principal Amount on the Maturity Date, unless redeemed prior thereto as hereinafter provided, upon presentation and surrender of this bond at the corporate trust office of \_\_\_\_\_, \_\_\_\_\_, Michigan, the bond registrar and paying agent, and to pay to the Registered Owner, as shown on the registration books of the County maintained by the bond registrar and paying agent, as of the close of business on the 15th day of the calendar month preceding the month in which an interest payment is due, by check or draft drawn upon and mailed by the bond registrar and paying agent by first class mail postage prepaid to the Registered Owner at the registered address, interest on the Principal Amount from the Date of Original Issue or such later date through which interest shall have been paid until the obligation of the County with respect to the payment of the Principal Amount is discharged at the Interest Rate per annum specified above. Interest is payable on the first days of \_\_\_\_\_ and \_\_\_\_\_ in each year, commencing on \_\_\_\_\_ 1, 20\_\_\_. Principal and interest are payable in lawful money of the United States of America. Interest shall be computed on the basis on a 360 day year of twelve 30-day months.

This bond is one of a series of bonds aggregating the principal sum of \_\_\_\_\_ Dollars (\$\_\_\_\_\_) issued by the County under and pursuant to and in full conformity with the Constitution and Statutes of Michigan (especially Act No. 185, Public Acts of 1957, as amended) and a bond authorizing resolution adopted by the Board of





Commissioners of the County (the “Resolution”) for the purpose of defraying part of the cost of acquiring and constructing water supply system improvements to serve the Village of St. Charles (the “Village”). The bonds of this series are issued in anticipation of payments to be made by the Village in the aggregate principal amount of \_\_\_\_\_ Dollars (\$\_\_\_\_\_) pursuant to a contract between the County and the Village. The full faith and credit of the Village have been pledged to the prompt payment of the foregoing amount and the interest thereon as the same become due. As additional security the full faith and credit of the County have been pledged for the prompt payment of the principal of and interest on the bonds of this series. Taxes levied by the Village and the County to pay the principal of and interest on the bonds of this series are subject to applicable constitutional and statutory tax limitations.

This bond is transferable, as provided in the Resolution, only upon the books of the County kept for that purpose by the bond registrar and paying agent, upon the surrender of this bond together with a written instrument of transfer satisfactory to the bond registrar and paying agent duly executed by the Registered Owner or his attorney duly authorized in writing. Upon the exchange or transfer of this bond a new bond or bonds of any authorized denomination, in the same aggregate principal amount and of the same interest rate and maturity, shall be authenticated and delivered to the transferee in exchange therefor as provided in the Resolution, and upon payment of the charges, if any, therein provided. Bonds so authenticated and delivered shall be in the denomination of \$5,000 or any integral multiple thereof not exceeding the aggregate principal amount for each maturity.

The bond registrar and paying agent shall not be required to transfer or exchange bonds or portions of bonds which have been selected for redemption.

Bonds maturing prior to \_\_\_\_ 1, 20\_\_ are not subject to optional redemption prior to maturity. Bonds maturing on and after \_\_\_\_\_ 1, 20\_\_ are subject to redemption prior to maturity at the option of the County, in such order as shall be determined by the County, on any date occurring on and after \_\_\_\_ 1, 20\_\_. Bonds of a denomination greater than \$5,000 may be partially redeemed in the amount of \$5,000 or any integral multiple thereof. If less than all of the bonds maturing in any year are to be redeemed, the bonds or portions of bonds to be redeemed shall be selected by lot. The redemption price shall be the par value of the bond or portion of the bond called to be redeemed plus interest to the date fixed for redemption.

Not less than thirty days’ notice of redemption shall be given by first-class mail to the registered owners of bonds called to be redeemed at their registered addresses. Failure to receive notice of redemption shall not affect the proceedings for redemption. Bonds or portions of bonds called for redemption shall not bear interest after the date fixed for redemption, provided funds are on hand with the bond registrar and paying agent to redeem the same.

It is hereby certified, recited and declared that all acts, conditions and things required to exist, happen and be performed precedent to and in the issuance of the bonds of this series, existed, have happened and have been performed in due time, form and manner as required by law, and that the total indebtedness of the County, including the series of bonds of which this bond is one, does not exceed any constitutional or statutory limitation.





IN WITNESS WHEREOF, the County of Saginaw, Michigan, by its Board of Commissioners, has caused this bond to be executed in its name by the manual or facsimile signatures of the Chairperson of the Board of Commissioners and the County Clerk. This bond shall not be valid unless the Certificate of Authentication has been manually executed by an authorized representative of the bond registrar and paying agent.

COUNTY OF SAGINAW

By: \_\_\_\_\_  
Vanessa Guerra, County Clerk

By: \_\_\_\_\_  
Christopher S. Boyd  
Chairperson, Board of Commissioners

CERTIFICATE OF AUTHENTICATION

This bond is one of the bonds described in the within mentioned Resolution.

\_\_\_\_\_  
Bond Registrar and Paying Agent

By: \_\_\_\_\_  
Authorized Signer

AUTHENTICATION DATE:

ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto

\_\_\_\_\_  
(please print or type name, address and taxpayer identification number of transferee) the within bond and all rights thereunder and hereby irrevocably constitutes and appoints

\_\_\_\_\_  
attorney to transfer the within bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: \_\_\_\_\_

Signature Guaranteed:

\_\_\_\_\_  
Signature(s) must be guaranteed by an eligible guarantor institution participating in a Securities Transfer Association recognized signature guarantee program.

END OF BOND FORM



11. SECURITY. The Bonds shall be issued in anticipation of payments to be made by the Village pursuant to the Contract. The Bonds shall be secured primarily by the full faith and credit pledge made by the Village in the Contract pursuant to the authorization contained in Act 185. As additional and secondary security the full faith and credit of the County are pledged for the prompt payment of the principal of and interest on the bonds as the same shall become due. If the Village shall fail to make payments to the County pursuant to the Contract which are sufficient to pay the principal of and interest on the Bonds as the same shall become due, then an amount sufficient to pay the deficiency shall be advanced from the general fund of the County. Taxes imposed by the County shall be subject to constitutional limitations.

12. DEFEASANCE. In the event cash or direct obligations of the United States or obligations the principal of and interest on which are guaranteed by the United States, or a combination thereof, the principal of and interest on which, without reinvestment, come due at times and in amounts sufficient to pay, at maturity or irrevocable call for earlier optional redemption, the principal of, premium, if any, and interest on the Bonds, or any portion thereof, shall have been deposited in trust, this Resolution shall be defeased with respect to such Bonds, and the owners of the Bonds shall have no further rights under this Resolution except to receive payment of the principal of, premium, if any, and interest on such Bonds from the cash or securities deposited in trust and the interest and gains thereon and to transfer and exchange Bonds as provided herein.

13. PRINCIPAL AND INTEREST FUND. There shall be established for the Bonds a Principal and Interest Fund which shall be kept in a separate bank account. From the proceeds of the sale of the Bonds there shall be set aside in the Principal and Interest Fund any accrued interest received from the purchaser of the Bonds at the time of delivery of the same. All payments received from the Village pursuant to the Contract are pledged for payment of the principal of and interest on the Bonds and expenses incidental thereto and as received shall be placed in the Principal and Interest Fund.

14. CONSTRUCTION FUND. The remainder of the proceeds of the sale of the bonds shall be set aside in a construction fund for the Project and used to acquire and construct the Project in accordance with the provisions of the Contract.

15. APPROVAL OF MICHIGAN DEPARTMENT OF TREASURY. The issuance and sale of the Bonds shall be subject to permission being granted therefor by the Department of Treasury of the State of Michigan pursuant to Act 34, Public Acts of Michigan, 2001, as amended, and, if necessary, the Public Works Commissioner is authorized and directed to make application to the Department of Treasury for permission to issue and sell the Bonds as provided by the terms of this Resolution.

16. SALE, ISSUANCE, DELIVERY, TRANSFER AND EXCHANGE OF BONDS. The Bonds shall be sold at a competitive sale as hereinafter provided. The Public Works Commissioner is hereby authorized to approve an Official Notice of Sale for the Bonds and publish the same in accordance with law in *The Bond Buyer* at least seven days before the date set for the sale of the Bonds. Sealed bids for the purchase of the Bonds shall be received up to such time as shall hereafter be determined by the Public Works Commissioner. Following the receipt of bids for the Bonds, the Bonds shall be awarded to the successful bidder therefor pursuant to a written order (the "Sale Order") to be executed by the Public Works Commissioner at the time of sale of the Bonds and which shall set forth, with respect to the Bonds, the principal amount, principal



maturities and dates, interest rates and interest payment dates, redemption provisions, if any, and purchase price to be paid by the purchaser, as well as such other terms and provisions as the Public Works Commissioner determines to be necessary or appropriate in connection with the sale of the Bonds. The Public Works Commissioner and other appropriate County officials are authorized to do all things necessary to effectuate the sale, issuance, delivery, transfer and exchange of the Bonds in accordance with the provisions of this Resolution. In making the determination in the Sale Order with respect to principal maturities and dates, interest rates, and purchase price of the Bonds, the Public Works Commissioner shall be limited as follows:

- (a) The interest rate on any Bond shall not exceed 6% per annum.
- (b) The final maturity date of the Bonds shall not be later than May 1, 2042.
- (c) The purchase price of the Bonds shall not be less than 99% of the principal amount thereof.

17. REPLACEMENT OF BONDS. Upon receipt by the Public Works Commissioner of proof of ownership of an unmatured Bond, of satisfactory evidence that the Bond has been lost, apparently destroyed or wrongfully taken and of security or indemnity which complies with applicable law and is satisfactory to the Public Works Commissioner, the Public Works Commissioner may authorize the bond registrar and paying agent to deliver a new executed Bond to replace the Bond lost, apparently destroyed or wrongfully taken in compliance with applicable law. In the event an outstanding matured Bond is lost, apparently destroyed or wrongfully taken, the Public Works Commissioner may authorize the bond registrar and paying agent to pay the Bond without presentation upon the receipt of the same documentation required for the delivery of a replacement Bond. The bond registrar and paying agent, for each new Bond delivered or paid without presentation as provided above, shall require the payment of expenses, including counsel fees, which may be incurred by the bond registrar and paying agent and the County in the premises. Any Bond delivered pursuant the provisions of this section in lieu of any Bond lost, apparently destroyed or wrongfully taken shall be of the same form and tenor and be secured in the same manner as the Bond in substitution for which such Bond was delivered.

18. TAX COVENANT. The County covenants to comply with all requirements of the Internal Revenue Code of 1986, as amended, necessary to assure that the interest on the Bonds will be and will remain excludable from gross income for federal income tax purposes. The Public Works Commissioner and other appropriate County officials are authorized to do all things necessary to assure that the interest on the Bonds will be and will remain excludable from gross income for federal income tax purposes.

19. QUALIFIED TAX EXEMPT OBLIGATIONS. The Bonds are hereby designated as Qualified Tax Exempt Obligations as described in Section 265(b)(3)(B) of the Internal Revenue Code of 1986, as amended, such designation to be confirmed by the Public Works Commissioner at the time of sale of the Bonds.

20. OFFICIAL STATEMENT. The Public Works Commissioner is authorized to cause the preparation of an official statement for the Bonds for the purpose of enabling compliance with Rule 15c2-12 issued under the Securities Exchange Act of 1934, as amended (the “Rule”) by the successful bidder or bidders and shall do all other things necessary to enable compliance with the Rule by the successful bidder or bidders. After the award of the Bonds, the County will provide copies of a “final official statement” (as defined in paragraph (e)(3) of the Rule) on a timely basis and in reasonable quantity as requested by the successful bidder or bidders to enable



such bidder or bidders to comply with paragraph (b)(4) of the Rule and the rules of the Municipal Securities Rulemaking Board.

21. CONTINUING DISCLOSURE. The Treasurer of the County is authorized to execute and deliver in the name and on behalf of the County (i) a certificate to comply with the requirements for a continuing disclosure undertaking pursuant to subsection (b)(5) of the Rule and (ii) amendments to such certificate from time to time in accordance with the terms of such certificate (the certificate and any amendments thereto are collectively referred to herein as the “Continuing Disclosure Certificate”). The County hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate. The remedies for any failure of the Board to comply with and carry out the provisions of the Continuing Disclosure Certificate shall be as set forth therein.

22. REDUCTION IN PRINCIPAL AMOUNT OF BOND ISSUE. If the Public Works Commissioner shall determine that it is not necessary to sell Bonds in the principal amount of Three Million Six Hundred Thousand Dollars (\$3,600,000), he may be order reduce the principal amount of Bonds to be sold to that amount deemed necessary. In such event, the Public Works Commissioner shall reduce the amount of Bonds maturing in any one or more years as necessary.

22. CONFLICTING RESOLUTIONS. All resolutions and parts of resolutions insofar as they may be in conflict herewith are hereby rescinded.

YEAS: Christopher S. Boyd, Jack B. Tany, Lisa R. Coney, Dennis M. Harris, Dennis H. Krafft, Gerald D. Little, Sheldon Matthews, Mark S. Piotrowski, Tracey L. Slodowski, Richard A. Spitzer, Michael A. Webster - **11**

NAYS: - **0**

**RESOLUTION DECLARED ADOPTED.**

STATE OF MICHIGAN        )  
  ) SS:  
COUNTY OF SAGINAW     )

I hereby certify that the foregoing is a true and complete copy of a resolution duly adopted by the Board of Commissioners of the County of Saginaw at a regular meeting held on April 18, 2023, the original of which resolution is on file in my office. I further certify that notice of said meeting was given in accordance with the provisions of the Open Meetings Act.

Vanessa Guerra, County Clerk  
County of Saginaw



**SAGINAW COUNTY  
RESOLUTION 2023 - 9  
PARKER SWAMP DRAIN BONDS, SERIES 2023**

At a regular meeting of the Board of Commissioners of the County of Saginaw, Michigan,  
held on April 18, 2023.

**The following resolution was offered by Commissioner Webster  
and seconded by Commissioner Little:**

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

**WHEREAS**, in order to defray the cost of the Project, the Public Works Commissioner is expected to authorize and provide for the issuance by the Parker Swamp Drain Drainage District (the “Drainage District”) of bonds (the “Bonds”) in the aggregate principal amount of not to exceed \$1,425,000, in anticipation of the collection of an equal amount of special assessments against property and public corporations (including the County of Saginaw) in the Drainage District, said special assessments to be duly confirmed by the Public Works Commissioner; and

**WHEREAS**, the Bonds are to be designated “Parker Swamp Drain Bonds, Series 2023,” and will bear interest at a rate of not to exceed 6.0% per annum and will mature not later than June 1, 2043; and

**WHEREAS**, the Public Works Commissioner deems it advisable and necessary to obtain from this Board a resolution consenting to the pledge of the full faith and credit of the County on the Bonds; and

**WHEREAS**, the Project is necessary to protect and preserve the public health and therefore it is in the best interest of the County of Saginaw that the Bonds be sold.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF SAGINAW:**

1. Pursuant to the authorization provided in Section 276 of the Drain Code of 1956, as amended, provided that the Bonds are issued within the parameters set forth above, the Saginaw County Board of Commissioners does hereby irrevocably pledge the full faith and credit of the County of Saginaw for the prompt payment of the principal of and interest on the Bonds, and does agree that in the event that the property owners or public corporations in the Drainage District shall fail or neglect to account to the County Treasurer of the County of Saginaw for the amount of any special assessment installment and interest, when due, then the amount thereof shall be immediately advanced from County funds, and the County Treasurer is directed to immediately make such advancement to the extent necessary.



2. In the event that, pursuant to said pledge of full faith and credit, the County of Saginaw advances out of County funds, all or any part of said installment and interest, it shall be the duty of the County Treasurer, for and on behalf of the County of Saginaw, to take all actions and proceedings and pursue all remedies permitted or authorized by law for the reimbursement of such sums so paid.

3. The County Treasurer is hereby authorized to execute a certificate of the County to comply with the continuing disclosure undertaking of the County with respect to the Bonds pursuant to paragraph (b)(5) of SEC Rule 15c2-12 issued under the Securities Exchange Act of 1934, as amended, and amendments to such certificate from time to time in accordance with the terms of such certificate (the certificate and any amendments thereto are collectively referred to herein as the “Continuing Disclosure Certificate”). The County hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate.

4. All resolutions and parts of resolutions, insofar as the same may be in conflict with the provisions of this resolution, be and the same hereby are rescinded.

Yeas: Christopher S. Boyd, Jack B. Tany, Lisa R. Coney, Dennis M. Harris, Dennis H. Krafft, Gerald D. Little, Sheldon Matthews, Mark S. Piotrowski, Tracey L. Slodowski, Richard A. Spitzer, Michael A. Webster - **11**

Nays: - **0**

**RESOLUTION DECLARED ADOPTED.**

STATE OF MICHIGAN        )  
  ) SS  
COUNTY OF SAGINAW     )

I, the undersigned, the duly qualified and acting County Clerk of the County of Saginaw, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by a majority vote of the members elect at a regular meeting of the Saginaw County Board of Commissioners, held on April 18, 2023, the original of which is on file in my office.

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

Vanessa Guerra, County Clerk  
Saginaw County

**UNFINISHED BUSINESS**

None



## PROCLAMATIONS

**Proclamation  
2023 Law Day  
Civics, Civility and Collaboration  
Cornerstones of Democracy**

**What is Law Day?** Law Day is held on May 1<sup>st</sup> every year to celebrate the role of law in our society and to cultivate a deeper understanding of the legal profession.

The 2023 Law Day theme is “Cornerstones of Democracy: Civics, Civility, and Collaboration.”

We invite all the people of the United States to join us in rebuilding trust in our institutions, respect for one another, and our willingness to collaborate to address the challenges that face our nation.

**Whereas**, in 1958 President Eisenhower proclaimed Law Day to honor the role of law in the creation of the United States of America, and in 1961 Congress issued a joint resolution declaring May 1<sup>st</sup> as Law Day; and

**Whereas**, the theme for Law Day 2023 is Cornerstones of Democracy: Civics, Civility, and Collaboration; and

**Whereas**, at times throughout our nation’s history, there have been divisions in society, aggravated by incivility in public discourse and insufficient understanding about the Constitution and the way American government works. Even the Founding generation overcame deep divisions to craft our great charter of government; and

**Whereas**, all Americans must remember, as President Lincoln proclaimed, “We are not enemies, but friends... Though passion may have strained, it must not break our bonds of affection.”

**Now, Therefore, Be It Resolved**, That the Saginaw County Board of Commissioners hereby proclaims Monday, May 1, 2023 as Saginaw County Law Day and calls upon the people of the County of Saginaw to acknowledge the importance of our legal and judicial systems with appropriate ceremonies and activities, and to display the flags of the United States, State of Michigan and Saginaw County in support of this educational observance. We further encourage schools, businesses, media, religious institutions, and civic and service organizations to join members of the bar and bench in commemorating Law Day.

**In Witness Whereof**, I have hereunto set my hand and caused the seal of the County of Saginaw to be affixed this 18th day of April in the year of our Lord, two thousand and twenty-three.

Respectfully Submitted,

Adopted & Presented: April 18, 2023

Saginaw County

Board of Commissioners

Christopher S. Boyd

Chairman, District #9





**Proclamation  
April as National Volunteer Month**

“Volunteering is the ultimate exercise in democracy. You vote in elections once a year, but when you volunteer, you vote every day about the kind of community you want to live in.”

~Author Unknown

**Whereas**, National Volunteer Month is an opportunity to celebrate the impact of volunteer service and the power of volunteers to come together to tackle tough challenges, and build stronger, more resilient communities. Each year, we shine a light on the people and causes that inspire us to serve, recognizing and thanking volunteers who lend their time, talent and voice to make a difference in their communities; and,

**Whereas**, National Volunteer Month was established in 1974 and has grown each year, with thousands of volunteer projects and special events scheduled throughout the week. National Volunteer Week is an opportunity to shine a light on the people and causes that inspire us to serve.

**Now**, Therefore, Be It Resolved, That the Saginaw County Board of Commissioners hereby proclaims April 2023 as Volunteer Month in Saginaw County, Michigan and honors exceptional volunteers, celebrating the power of the individual to spark change and improve the world.

**In Witness Whereof**, The seal of the County of Saginaw will be affixed and the Proclamation adopted by the Board of Commissioners on the 18<sup>th</sup> day of April in the year of our Lord two thousand twenty-three.

Respectfully Submitted,  
Saginaw County  
Board of Commissioners  
Christopher S. Boyd  
Chairman, District #9

Adopted: April 18, 2023  
Presented: April 18, 2023

**Proclamation  
National Public Health Week  
Centering and Celebrating Cultures in Health  
April 3 – 9, 2023**

**Whereas**, Cultures have always shaped our health. We learn from the communities we're born in and that we build together. Feeling like we belong, being a part of our communities and fostering cultural connections supports our health and the quality of our lives. This month, everyone is encouraged — public health professionals, students, elected leaders, activists and the general public — to step in and do what they can to make our world a more equitable, safe, healthy and just place, so that everyone can know they can make their communities healthier, safer and stronger when we support and stay engaged with one another; and

**Whereas**, During the first full week of April each year, the American Public Health Association (APHA) brings together communities across the United States to observe National Public Health Week as a time to recognize the contributions of public health and highlight issues that are important to improving our nation. For over 20 years, APHA has served as the organizer of National Public Health Week.



**Now, Therefore,** I, Christopher S. Boyd, Chairman of the Saginaw County Board of Commissioners, do hereby proclaim April 3 – 9, 2023 as Public Health Week in the County of Saginaw.

Respectfully Submitted,  
Saginaw County

Presented: April 6, 2023

Adopted: April 18, 2023

Board of Commissioners

Christopher S. Boyd, Chairman, District #9

Sheldon Matthews, Commissioner, District #4

## **APPOINTMENTS**

- Chairman Boyd appointed Gerald Kariem to the Economic Development Corporation with a term to expire April 1, 2029.
- Chairman Boyd appointed Chad Wurtzel (Labor Sector) to the Michigan Works! Workforce Development Board with a term to expire June 30, 2024.

## **ELECTIONS**

None

## **CHAIR ANNOUNCEMENTS**

- ❖ Chairman Boyd announced the Strategic Planning Session for commissioners scheduled for Friday, April 21, 2023 from 3:30 p.m. – 8:00 p.m. and Saturday, April 22, 2023 from 8:30 a.m. – 2:00 p.m. in the Garden Room at Horizons Conference Center, State St.
- ❖ Chairman Boyd also announced a volunteer opportunity to work with Habitat for Humanity from June 14 – 17, 2023 and June 21 – 23, 2023.

## **COMMISSIONER AUDIENCES**

- Commissioner Piotrowski announced the Freeland Walleye Festival April 27 - 30, 2023 which includes a parade, fishing tournament, pancake breakfast, car show, corn hole, carnival rides, bingo, vendors, music, beer tent, community-wide garage sales, food, fireworks, and much more!
- Commissioner Coney invited everyone to the Cinco de Mayo Parade on Saturday, May 6<sup>th</sup> with a theme this year of “Remembering our Roots.” The parade begins at 10:30 a.m. at Hoyt Park, heading north on Washington Ave.
- Commissioner Krafft announced Bringing Back the 80s this weekend in Frankenmuth, held at the Harvey Kern Pavilion April 21<sup>st</sup> and April 22<sup>nd</sup>.

**By Commissioner Krafft, seconded by Commissioner Little: That the Board adjourn. Motion Carried.** Thereupon, the Board adjourned at 6:00 p.m.

Respectfully Submitted,

**SAGINAW COUNTY BOARD OF COMMISSIONERS**

**CHRISTOPHER S. BOYD**

**CHAIRMAN**

**VANESSA GUERRA**

**COUNTY CLERK**

Prepared by: Suzy Koeplinger, Deputy County Clerk