

AGENDA
SAGINAW COUNTY
BOARD OF COMMISSIONERS

Saginaw County Governmental Center
Tuesday, September 20, 2016 - 5:00 p.m.

- I. OPENING PROCEDURE**
 - a. Call to order
 - b. Roll call
 - c. Invocation by **COMMISSIONER PATRICK A. WURTZEL**
 - d. Pledge of Allegiance
 - e. Correcting / Approving the Minutes of preceding days' sessions

- II. PUBLIC PARTICIPATIONPage 1**
 - a. Public Hearings
 - b. Audiences
 - c. Laudatory Resolutions

- III. PETITIONS AND COMMUNICATIONSPage**

- IV. COMMISSIONERS' INITIATORY MOTIONS**
(Recess for Appropriations)

- V. APPROPRIATIONS COMMITTEE AGENDAPage**
(Reconvene Board Session)

- VI. REPORTS OF REGULAR COMMITTEESPage**
 - a. Committee Reports
 - 1) Human Services
 - 2) Courts & Public Safety
 - 3) County Services
 - 4) Appropriations
 - 5) Committee Compensation
 - 6) Executive Committee
 - 7) Legislative Subcommittee
 - 8) Intergovernmental Cooperation

- VII. REPORTS OF SPECIAL COMMITTEES – Rules Committee Page**

- VIII. RESOLUTIONS..... Page**

- IX. CLOSING PROCEDUREPage**
 - a.
 - 1) Unfinished Business
 - 2) Proclamations
 - 3) Appointments and Elections
 - b. Announcements by the Chair
 - c. Commissioner Audiences
 - d. Adjournment

II. PUBLIC PARTICIPATION (9-20-2016)

a. **Public Hearings** – None

b. **Audiences** –

- Diane Smith, District 9 Coordinator, MSU Extension re: recognition of Dennis Krafft for his Emerald Clover 4-H Award

c. **Laudatories** –

- Certificate of Recognition to Mother Corene Wade-Adams
- Certificate In Memory of Carolyn Lang Pugh
- Certificate of Recognition to First Ward Community Service on its 85th Anniversary
- Certificate of Recognition to Miles Purcell, upon his retirement from the Commission on Aging Board

III. PETITIONS AND COMMUNICATIONS (9-20-2016)

9-20-1 **70TH DISTRICT COURT** requesting removal of the math test requirement from the job descriptions of Civil Clerk/Cashier, Criminal Clerk/Cashier, and Traffic Clerk/Cashier positions.

-- Courts & Public Safety/Labor Relations

9-20-2 **FRIEND OF THE COURT** requesting elimination of a "Support Specialist" position, creation of a "Friend of the Court Clerical Floater" position, with associated changes to the PCN Roster, and approval of the new job description and placement at level T-10 subject to Union approval.

-- Courts & Public Safety/Labor Relations **(9-20-4.6)**

9-20-3 **ANIMAL CONTROL** requesting approval to amend the FY 2016 Budget by \$12,000 and increase "Computer Software Licensing Fees" (250-43000-93709) from the General Fund to cover the cost of upgrading the shelter's software program to Chameleon.

-- Appropriations / Budget Audit **(9-20-4.3)**

9-20-4 **SHERIFF** submitting a request to: (1) Raise the Undersheriff's pay to top of the scale (H-13, Step 9) to be covered by the General Fund (Approximately \$12,000); (2) Waive the hiring freeze and approve filling five (5) vacant positions of Deputy Sheriff and one (1) vacant position of Corrections Officer; (3) Amend the FY 2016 Budget in the Jail by using Fund Balance (280-34204-69433) in the amount of \$60,000 to "Other Equipment Rental" due to an increase in clients using PLUS rental equipment, \$35,000 to "Personnel/Wages" due to anticipated shortfall, \$40,000 to "Reimbursement Surveillance" to make up shortfall in projected revenue, and \$3,000 to "Connection Fees" to make up shortfall in projected revenue.

-- Appropriations / Budget Audit **(9-20-4.7)**

9-20-5 **CONTROLLER** submitting on behalf of the Saginaw Valley Zoological Society, in accordance with the terms of the agreement with Saginaw County, its Programming Report and June 2016 Financial Statements.

-- County Services (Receive and file)

9-20-6 **CONTROLLER** submitting on behalf of the Historical Society, its Second Quarter Finance and Program Report, as well as the second quarter reports from the four out-county museums.

-- County Services (Receive and file)

9-20-7 **SAGINAW FUTURE** requesting an appearance before the Saginaw County – County Services Committee to provide an update on the Saginaw County Revolving Loan Fund.

-- County Services

9-20-8 **INFORMATION SYSTEMS & SERVICES** requesting approval for Saginaw County Information Systems & Services (ISS) to be rebranded as Information Technology (IT).

-- County Services **(9-20-3.1)**

9-20-9 **FRANKENMUTH CONVENTION & VISITORS BUREAU** requesting approval of its annual budget in accordance with its Management Agreement with Saginaw County. *(To be distributed at meeting)*

-- County Services **(9-20-3.2)**

9-20-10 **10TH CIRCUIT COURT – FAMILY DIVISION** requesting waiver of the hiring freeze and approval to fill five (5) vacant Detention Youth Care Specialist positions at the Juvenile Detention Center.

-- Appropriations / Labor Relations **(9-20-4.8)**

Page 2 – Petitions & Communications (9-20-2016)

9-20-11 **70th DISTRICT COURT** requesting waiver of the hiring freeze and approval to fill the position of Civil Clerk/Cashier in the Civil Division.

-- Appropriations / Labor Relations **(9-20-4.5)**

9-20-12 **70th DISTRICT COURT** requesting waiver of the hiring freeze and approval to fill the positions of Criminal Clerk/Cashier in the Criminal Division and Civil Clerk/Cashier in the Civil Division.

-- Appropriations / Labor Relations **(9-20-4.5)**

9-20-13 **TREASURER/CONTROLLER** sending the electronic transactions and voucher payments transmittal form for the month of July 2016.

-- Appropriations / Budget Audit **(9-20-4.1)**

9-20-14 **TREASURER/CONTROLLER** sending the electronic transactions and voucher payments transmittal form for the month of August 2016.

-- Appropriations / Budget Audit **(9-20-4.1)**

9-20-15 **PUBLIC HEALTH** requesting waiver of the hiring freeze and approval to fill the position of Public Health Nurse in the Sexually Transmitted Disease (STD) Program.

-- Appropriations / Labor Relations **(9-20-4.9)**

9-20-16 **PUBLIC HEALTH** requesting waiver of the hiring freeze and approval to fill the position of Typist Clerk I/II in the Health Promotion and Communications Division.

-- Appropriations / Labor Relations **(9-20-4.9)**

9-20-17 **CONTROLLER/FINANCE DIRECTOR** requesting formal approval of FY 2016 Year-End Budget Adjustments.

-- Appropriations / Budget Audit **(9-20-4.2)**

9-20-18 **CONTROLLER/FINANCE DIRECTOR** submitting Draft #3 of the proposed FY 2017 budget.

-- Appropriations / Budget Audit **(9-20-4.2 under Unfinished Business)**

9-20-19 **ANIMAL CONTROL** requesting approval to modify shelter fees for FY 2017 by increasing Reclaim Fees, Euthanasia Fees and Disposal Fees.

-- Appropriations / Budget Audit **(9-20-4.4)**

9-20-20 **CONTROLLER** requesting the Board of Commissioners institute a hiring freeze through September 30, 2017.

-- Appropriations / Labor Relations **(9-20-4.10)**

V. APPROPRIATIONS AGENDA (9-20-2016)

Members: *M. Hanley-Chair, C. Hadsall, K. Kelly, K. Kilpatrick, D. Krafft, S. McInerney, C. Ruth, C. Stack, J. Theisen, R. Woods, Jr., P. Wurtzel*

Others: *Board Staff, Controller, Counsel*

- I. Call to Order
- II. Welcome
- III. Audiences - None
- IV. Agenda – COMMITTEE REFERRALS

1. **Human Services Committee – R. Woods, Chair; K. Kelly, Vice-Chair**

None

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

None

3. **County Services Committee – C. Ruth, Chair; C. Stack, Vice-Chair**

None

4. **APPROPRIATIONS – M. Hanley, Chair**

Budget Audit Subcommittee – D. Krafft, Chair; C. Ruth, Vice-Chair

- 4.1) Treasurer/Controller, re: Claims for July and August 2016
- 4.2) Controller, re: Approval of 2016 Year End Budget Adjustments
- 4.3) Animal Care Center, re: Amendment of the FY 2016 Budget in amount of \$12,000 to purchase Chameleon software for the shelter
- 4.4) Animal Care Center, re: Amendment of FY 2017 Animal Care Center Reclaim Fees, Euthanasia Fees and Disposal Fees

Labor Relations Subcommittee – S. McInerney, Chair; C. Stack, Vice-Chair

- 4.5) 70th District Court, re: Waiver of the hiring freeze for two (2) Civil Clerk/Cashier positions and one (1) Criminal Clerk/Cashier position
- 4.6) Friend of the Court, re: Approval to eliminate “Support Specialist” position, create a “Friend of the Court Clerical Floater” position, with associated changes to PCN Roster, and placement at T-10 level subject to Union approval
- 4.7) Sheriff, re: Waiver of the hiring freeze for five (5) positions of Deputy Sheriff and one (1) position of Corrections Officer
- 4.8) 10th Circuit Court, re: Waiver of the hiring freeze for five (5) positions of Detention Youth Care Specialist at the Juvenile Detention Center
- 4.9) Public Health, re: Waiver of the hiring freeze for a Public Health Nurse in the STD Program and part-time position of Typist Clerk I/II in the Health Promotion and Communications Division
- 4.10) Controller, re: Approval of recommendation to continue the hiring freeze in FY 2017

Page 2 – Appropriations (9-20-2016)

Legislative Subcommittee – C. Stack, Chair; K. Kelly, Vice-Chair

None

Intergovernmental Cooperation Committee – J. Theisen, Chair; K. Kilpatrick, Vice-Chair

None

5. Executive Committee – M. Hanley, Chair

Announcement of Committee of the Whole scheduled for Tuesday, October 18, 2016 at 4:00 p.m. for a Quarterly Strategic Planning Session. Recess for the regular Board Session at 5:00 p.m. and continue the Committee of the Whole after if necessary.

V. Miscellaneous

VI. Adjournment

VI. REPORTS OF REGULAR COMMITTEES (9-20-2016)

1. **Human Services Committee - R. Woods, Chair; K. Kelly, Vice-Chair**
None

2. **Courts and Public Safety - C. Hadsall, Chair; S. McInerney, Vice-Chair**
None

3. **County Services Committee - C. Ruth, Chair; C. Stack, Vice-Chair**
 - 3.1) Information Systems & Services (ISS) re: Rebranding ISS to Information Technology (IT)
 - 3.2) Frankenmuth Convention & Visitors Bureau (CVB) re: Approval of FY 2016/2017 Frankenmuth CVB Budget

4. **Committee Compensation**
 - 5.1) July 31 – August 13, 2016
 - 5.2) August 14 – August 27, 2016
 - 5.3) August 28 – September 10, 2016

VII. REPORTS OF SPECIAL COMMITTEES (9-20-2016)

1. **Special Committee on Rules – C. Hadsall, Chair; K. Kelly, Vice-Chair**

Amendments to remove the Appropriations Committee

Article II - Meetings and Sessions of the Board

Article III - Order of Business

Article VII - Officers

Article IX - Committees

VIII. RESOLUTIONS (9-20-2016) - None

Note: Budget Resolutions A – D are presented for approval under Unfinished Business

IX. CLOSING PROCEDURE (9-20-2016)

a.

1) Unfinished Business –

Budget Audit Subcommittee – D. Krafft, Chair; C. Ruth, Vice-Chair
Resolutions A – D to be laid on the table pursuant to Board Report 8-16-4.2/9-20-4.2
until the September 20, 2016 Board Session under Unfinished Business
(Distributed to all commissioners and available for review in the Board Office)

2017 County Budget (Draft #3) and Resolutions A-B-C-D

"A" FY 2016/2017 Budget
"B" FY 2016/2017 Salary Schedule
"C" FY 2016/2017 Capital Improvement Plan
"D" FY 2016/2017 Fee Schedule

2) Proclamations – None

3) Appointments and Elections – *Appointments listed on Addendum*

APPOINTMENTS

Solid Waste Management Planning Committee

Solid Waste Industry – 1 vacancy

Environmental Interests – 2 Vacancies

General Public – 2 Vacancies

Tri-City Area Joint Zoning Board

Robert Woods

Al Kaufman

Jeff Turner

Terms to Expire: 12-31-18

ELECTIONS

None

b. Announcements by the Chair

c. Commissioner Audiences

d. Adjournment

9-15-16sek

ADDENDUM

SAGINAW COUNTY BOARD OF COMMISSIONERS

Tuesday, September 20, 2016 - 5:00 p.m.
Saginaw County Governmental Center

II. PUBLIC PARTICIPATION *(Page 1)*

- a. **Public Hearings – None**
- b. **Audiences – Additional**

- **Jan Wendland** (On behalf of Diane Smith), MSU Extension re: recognition of Dennis Krafft for his Emerald Clover 4-H Award
- **John Milne** re: Sheriff recommendation to renovate former TRW location for Jail

- c. **Laudatories – Additional**

- Special Resolution to the Eagle Scout – Jonathon Baker

III. PETITIONS AND COMMUNICATIONS – *(Page 7) – Additional*

9-20-21 SHERIFF requesting a special meeting of the Courts & Public Safety Committee to authorize use of 416 funds to purchase a vehicle in the amount of \$11,000 by moving money from wages and benefits to the vehicle line item.

-- Courts & Public Safety **(9-20-2.1)**

9-20-22 BOARD COORDINATOR informing commissioners that the following informational communications were received and are available for review in the Board Office:

- A. Wexford County supporting the Environmental Protection Agency and the Army Corps of Engineers proposed rule expanding the definition of “Waters of the United States” and requiring these agencies to work with state and local governments on rule development;
- B. Wexford County opposing HB 5016 which requires local governments and MDOT to notify entities one year in advance of any relocation of utilities or transmission lines is unnecessary, burdensome potentially costly, and punitive to the extent that it levies a fine in the form of paying for relocation costs for failure to timely notify the entities;
- C. Cheboygan County supporting the Environmental Protection Agency and the Army Corps of Engineers proposed rule expanding the definition of “Waters of the United States” and requiring these agencies to work with state and local governments on rule development;
- D. Cheboygan County urges State lawmakers and top officials to stop the hypocrisy of exempting themselves from the laws that they enact for the governance of the State of Michigan, of which they are included;
- E. Huron County supports a legislative fix that addresses (3) three issues: 1) property assessment, 2) determination of a property’s true cash value, 3) consideration of all three methods of assessment when determining a property’s true cash value;

- F. Huron County opposes fracking in Huron County and the State of Michigan and begs our representatives to recognize the risks of fracking and outlaw this dangerous practice before a catastrophic event occurs;
- G. Antrim County strongly supports the passage of HB4909, HB5578, and SB524 that include measures to address the following three (3) issues: 1) property assessment, 2) determination of a property's true cash value, 3) consideration of all three methods of assessment when determining a property's true cash value.
-- Receive and file

IV. INITIATORY MOTIONS

V. APPROPRIATIONS – (Page 9) – Additional

- 2.1) **Sheriff**, re: Approval of inter-fund transfer in the amount of \$11,000 to purchase a vehicle (*Laid on desks – Courts & Public Safety to meet prior to Board Session*)

VII. RESOLUTIONS – (Page 36) – None

VIII. CLOSING PROCEDURE (Page 37)

- 1) Unfinished Business – **None**
- 2) Proclamations – **None**
- 3) Appointments and Elections –

CHAIR APPOINTMENTS

Tri-City Area Joint Zoning Board
Robert Woods
Al Kaufman
Jeff Turner

Terms to expire:
12-31-18

ELECTIONS

None