OFFICIAL PROCEEDINGS OF THE

Board of Commissioners

OF SAGINAW COUNTY, MICHIGAN

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MARCH SESSION 2021

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irst day of the March Session of the Board of Commissioners of Saginaw County, Michigan, held Tuesday, March 16, 2021. The Board met pursuant to call of the County Clerk at 5:00 p.m. via Zoom with the Honorable Carl E. Ruth in the Chair. This meeting was held consistent with P.A. 254 of 2020 (MCL 15.263) to consider the March 16, 2021 Agenda.

County Clerk Vanessa Guerra took roll and, pursuant to P.A. 254 of 2020 (MCL 15.263), the minutes reflect the location of each commissioner who is attending the meeting remotely. A quorum was present as follows:

PRESENT: Kathleen K. Dwan (Tittabawassee Twp., MI), Jack B. Tany (Carrollton Twp., MI), Christopher S. Boyd (Saginaw Twp., MI), Sheldon Matthews (Spaulding Twp., MI), James G. Theisen (Thomas Twp., MI), Kyle R. Harris (St. Charles, MI), Carol E. Ewing (Birch Run Twp., MI), Dennis H. Krafft (Frankenmuth, MI), Gerald D. Little (Saginaw, MI), Carl E. Ruth (Saginaw, MI), and Michael A. Webster (Saginaw, MI) - 11

ABSENT: None - 0
TOTAL: - 11

- ♣ Chairman Ruth announced the passing of Jerrold Humpula. Jerrold was a Saginaw County Commissioner from 1987 to 1994, served as Chairman from 1987 1988, and he served on the Parks & Recreation Commission. Chairman Ruth asked that everyone keep his family in their prayers.
- Commissioner Boyd opened the meeting with a prayer, followed by the Pledge of Allegiance to the Flag.

Others Present: Robert Belleman, Dave Gilbert, Jennifer Broadfoot, Koren Thurston, Pam Pelkki, Josh Brown, Jessica Sargent, Denise Babbitt, JoAnn Crary, Steve Jonas, Vanessa Guerra, Kyle Bostwick, Mark Rankin, Mary McLaughlin, Norm Bamberger, John McColgan, Undersheriff Mike Gomez, Steven Torrey, Tom Miller, Jr., Trent Boyd, Victoria Bennett, Bill Stanuszek, *WSGW* – Ric Antonio, Albert J., Alina Anderson, Ceylon Bettis, Mike Hanley, Greg LaMarr, Kaline Harper, Sage TheSunset, Suzy Koepplinger, Sue Arceo, Cindy Louchart



CLERK'S CALL OF SESSION

March 5, 2021

TO: SAGINAW COUNTY BOARD OF COMMISSIONERS

RE: Notice of March 16, 2021 Board Session

Public Notice of Regular Board Session

As the County Building is closed to the public except by appointment due to the COVID-19 pandemic, the meeting is open remotely pursuant to P.A. 254 of 2020 (MCL 15.263) to allow for participation during the public portion of the meeting.

The Saginaw County Board of Commissioners will convene for its Regular Session on Tuesday, March 16, 2021 at 5:00 p.m.

Via Zoom teleconference as follows:

INSTRUCTIONS using ZOOM audio conferencing:

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

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 prior to 12:00 p.m. the day of the meeting. Please include your phone number so you can be un-muted when it is your time to speak.

This meeting is being held consistent with P.A. 254 of 2020 (MCL 15.263) to consider the March 16, 2021 Board Agenda.

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

Respectfully Submitted, Vanessa Guerra, County Clerk Posted 3-5-21 by SEK

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 Little, seconded by Commissioner Dwan, moved to approve the Minutes of the February 16, 2021 Board Session. Motion carried unanimously.

PUBLIC HEARING

None



AUDIENCES

 Commissioner Webster presented a Certificate of Recognition to Pam Pelkki, Programmer/Analyst in the Information Technology Department, acknowledging her award from the State of Michigan for Best IT Project 2020 for a Blood Search Warrant Solution.

LAUDATORY RESOLUTIONS

State of Michigan
Pam Pelkki
Best IT Project Award 2020
BLOOD SEARCH WARRANT SOLUTION

Excellence is potential chiseled into a more perfect state through vision, dedication, & determination.

The Saginaw County Board of Commissioners extends congratulations to Pam Pelkki for winning the highest honor from the STATE OF MICHIGAN - Best IT Project Award 2020 for BLOOD SEARCH WARRANT SOLUTIONS.

Pam began her career with Saginaw County on August 27, 2004 as a receptionist/dispatcher for Animal Control. She was promoted to Workstation Coordinator in the Information Technology (IT) Department on April 30, 2007. Pam became a Programmer/Analyst with IT on March 19, 2012.

Pam excels in whatever she is tasked with. In 2020, Pam developed a program that allows Law Enforcement Officials to electronically request Blood Search Warrants from Saginaw County Judges. She has worked with over 350 Law Enforcement Officials to get them registered onto the system and has trained all applicable Saginaw County Judges. This program has helped in numerous ways, most importantly it allows for much needed improvement with the workflow for everyone involved.

Pam devoted many hours to developing this technology. By doing so, she has made an incredible impact on Law Enforcement and Judicial Courts. Pam's commitment to excellence has not gone unnoticed. Word got out about the development of this program and its efficiency. As a testament to the value of this program, Saginaw County has been approached by numerous municipalities to pursue the avenue for acquiring the code to this innovative software.

This program has helped so much that it was nominated by the Michigan Government Management Information Systems Group (Mi-GMIS) to be State of Michigan IT Project of the Year for 2020 – the project won!

The Saginaw County Board of Commissioners, along with IT Director Josh Brown, congratulates Pam Pelkki on her tremendous contribution to Saginaw County and the State of Michigan. We are proud to have you represent Saginaw County!

Respectfully Submitted, **Saginaw County Board of Commissioners**Carl E. Ruth

Chair, District #10

Josh Brown
Information Technology Director
Michael A. Webster
Commissioner, District #11

Adopted & Presented: March 16, 2021



Certificate of Recognition Dorothy Alvarado Account Specialist for Friend of the Court

Dorothy Alvarado began her career at the Saginaw County Friend of the Court as a temporary employee through Kelly Services on December 15, 1997 as Clerk. On November 15, 1999 she was hired as an Account Specialist in the Payment Department and then advanced to the ADC Department as Account Specialist on February 21, 2000. In July 2003, Dorothy moved back to the Payment Department as an Account Adjuster and in May 2016, she moved to the payment window where she remained until her retirement on March 19, 2021.

The Saginaw County Board of Commissioners congratulates Dorothy Alvarado on her retirement after 23+ years of service, and thanks her for her hard work, dedication to Saginaw County and the citizens she assisted throughout the years.

Respectfully Submitted,
Saginaw County
Board of Commissioners
Carl E. Ruth
Chair, District #10

Presented: March 15, 2021

Adopted: March 16, 2021

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 Chair hears none; it is so ordered.

- **3-16-1 TREASURER/CONTROLLER** sending the electronic transactions and voucher payments transmittal form for the month of December 2020.
 - -- Budget/Audit (3-16-4.1)
- **3-16-2 TREASURER/CONTROLLER** sending the electronic transactions and voucher payments transmittal form for the month of January 2021.
 - -- Budget/Audit **(3-16-4.1)**
- **3-16-3 FINANCE DIRECTOR** requesting approval of the FY 2022 Budget Calendar.
 - -- Budget/Audit (3-16-4.2)
- **3-16-4 COMMISSION ON AGING** submitting its Annual Report for FY 2020.
 - -- Human Services (Receive & File)
- **3-16-5 CONTROLLER/CAO** submitting the Municipal Employees' Retirement System of Michigan (MERS) Annual Actuarial Valuation Report for the County of Saginaw Defined Benefit Plan as of December 31, 2019, which establishes rates for the County's 2022 Fiscal Year (October 1, 2021 September 3, 2022).
 - -- Budget/Audit (Receive & File)
- **3-16-6 HEALTH DEPARTMENT** requesting approval of \$53,000 from the Public Improvement Fund to engage WTA Architects for facility clinical design and bidding for the integration of primary care with public health.
 - -- Budget/Audit (Tabled at Committee)



- **3-16-7 EQUALIZATION** requesting approval to increase its Computer Access Fee line item by \$2,600; Tax Rolls and Statement Prep line item by \$2,400; and Professional Services line item by \$5,000 in the FY 2021 Budget to hire someone to assist with data entry when needed.
 - -- Budget/Audit (3-16-4.3)
- **3-16-8 CHIEF DEPUTY COUNTY CLERK** requesting increased funding in the Clerk's Elections Printing and Binding account to cover up front costs associated with May and August Special Elections.
 - -- Budget/Audit **(3-6-4.4)**
- **3-16-9 MSU EXTENSION** requesting additional funding for the last six (6) months of fiscal year 2021.
 - -- Budget/Audit (Denied at Committee)
- **3-16-10 PROSECUTOR** requesting the funding necessary to maintain three (3) clerical/support positions that were initially cut in the FY 2021 Budget but were funded for six (6) months; further requesting funds be provided for temporary help to keep up with demands in the office.
 - -- Budget/Audit (3-16-4.5)
- **3-16-11 SHERIFF** requesting increases to the following Budgets using fund balance to increase part-time wages: Jail Budget \$112,000 for six (6) Master Control positions and 3 6 Corrections/ Security Officer positions; PLUS Budget \$10,000 for two (2) positions; and Law Enforcement Fund \$190,336 for a total of fifteen (15) positions.
 - -- Budget/Audit (3-16-4.6)
- **3-16-12 ANIMAL CARE & CONTROL** requesting an increase in its FY 2021 Budget by \$9,000 from fund balance for the purpose of providing preventative rabies shots for ten (10) employees.
 - -- Budget/Audit (3-16-4.7)
- **3-16-13 BIRCH RUN TOWNSHIP** sending notice of a public informational session on Wednesday, March 3, 2021 at 8:00 a.m.
 - -- County Services (Receive & File)
- **3-16-14 FRANKENMUTH CONVENTION & VISITORS BUREAU** submitting its FY 2020 Audit.
 - -- County Services (Receive & File)
- **3-16-15 SAGINAW FUTURE** submitting its first quarter report (October 1, 2020 December 31, 2020) pursuant to the First Amendment of the Saginaw County and Saginaw Future Services Agreement.
 - -- County Services (3-16-3.1)
- **3-16-16 COMMISSION ON AGING** requesting waiver of the hiring freeze to fill the position of Kitchen Assistant (PCN #238183).
 - -- Labor Relations (3-16-5.1)
- **3-16-17 INFORMATION TECHNOLOGY** requesting blanket approval to allow for the re-engagement of retirees who are willing to assist with the Mainframe Modernization Project by providing support to departments when staff are attending vendor sessions.
 - -- Labor Relations (3-16-5.2)
- **3-16-18 SHERIFF** requesting waiver of the hiring freeze to fill the position of Deputy (PCN #207044).
 - -- Labor Relations (3-16-5.1)
- **3-16-19 COUNTY CLERK** submitting a request for funding to allow the Circuit Court Records Office to hire four (4) temporary workers to improve efficiency and better serve constituents and judges.



- -- Budget/Audit **(3-16-4.8)**
- **3-16-20 PERSONNEL DIRECTOR** submitting the Employment Status Report covering statistics for the month of February 2021.
 - -- Labor Relations (Receive & File)
- **3-16-21 TREASURER** submitting an Investment Report with associated Executive Management Summaries and Graphs.
 - -- Budget/Audit (Receive & File)
- **3-16-22 CONTROLLER/CAO** requesting a 30-day extension to submit the Saginaw County Annual Audit for Fiscal Year Ending September 30, 2020 to the State of Michigan due to several extraordinary circumstances.
 - -- Budget/Audit (Informational)

INITIATORY MOTIONS

None

REPORTS OF COMMITTEES

- 1. <u>Human Services Committee J. Theisen, Chair; M. Webster, Vice-Chair</u>
 None
- 2. <u>Courts and Public Safety Committee S. Matthews, Chair; K. Dwan, Vice-Chair</u> None
- 3. <u>County Services Committee M. Webster; D. Krafft, Vice-Chair</u>
 - 3.1) **SAGINAW FUTURE**, re: Approval of \$123,300 in funding pursuant to the First Amendment to the Saginaw County/Saginaw Future Services Agreement based on performance-based funding metrics to address job creation, new investment and government contracts awarded
 - Webster moved, seconded by Krafft, to approve 3.1 and the motion carried by the following roll-call vote:

Yes: Tany, Boyd, Matthews, Theisen, Harris, Ewing, Krafft, Little, Webster, Dwan, and

Ruth - 11

No: - 0

FROM: COMMITTEE ON COUNTY SERVICES - 3.1

MARCH 16, 2021

Your committee considered Communication No. 3-16-15 from JoAnn Crary, President, Saginaw Future, requesting \$123,300 in funding pursuant to the First Amendment of the Saginaw County and Saginaw Future Services Agreement based on performance-based funding metrics to address job creation, new investment and government contracts awarded.

We spoke with Ms. Crary via Zoom who explained in detail the process of meeting the terms of the agreement based on performance-based funding metrics, which addressed job creation, new investment and government contracts awarded.

We recommend approval to provide \$123,300 in funding to Saginaw Future, having met the terms of the First Amendment to the Services Agreement between Saginaw Future and Saginaw County.



Respectfully Submitted,
COMMITTEE ON COUNTY SERVICES

Michael A. Webster, Chair Carol E. Ewing Carl E. Ruth Dennis H. Krafft, Vice-Chair Jack B. Tany

4. Budget Audit Committee – D. Krafft, Chair; C. Boyd, Vice-Chair

- 4.1) **TREASURER/CONTROLLER**, re: Approval of electronic transactions and voucher payments for the months of December 2020 and January 2021
- 4.2) FINANCE DIRECTOR, re: Approval of FY 2022 Budget Calendar
- 4.3) **EQUALIZATION**, re: Approval of a total increase of \$10,000 to various line items to hire someone to assist with data entry when needed
- 4.4) **DEPUTY COUNTY CLERK**, re: Approval to increase by \$17,100 the Clerk's Elections Printing and Binding account to cover up front costs associated with May and August Special Elections
- 4.5) **PROSECUTOR**, re: Approval to increase its FY 2021 Budget by \$112,398 to fund three (3) clerical positions for the remainder of the fiscal year
- 4.6) **SHERIFF**, re: Approval to increase its FY 2021 Budget for part-time wages in the Jail Budget \$112,000; PLUS Budget \$10,000; and Law Enforcement Fund \$190,336
- 4.7) **ANIMAL CARE & CONTROL**, re: Approval to increase its FY 2021 Budget using fund balance to provide preventative rabies shots for ten (10) employees
- 4.8) **COUNTY CLERK**, re: Approval to increase its FY 2021 Budget by \$81,000 to hire four (4) temporary workers to improve efficiency and better serve constituents and judges
- Krafft moved, seconded by Theisen, to approve 4.1 through 4.8 leaving room for exceptions. There were no exceptions and the motion carried by the following roll-call vote:

Yes: Boyd, Matthews, Theisen, Harris, Ewing, Krafft, Little, Webster, Dwan, Tany, and

Ruth - 11

No: - 0

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.1

MARCH 16, 2021

In accordance with State Statute and County Policy, your Budget/Audit Committee reviewed the claims for presentation to the Board of Commissioners, as listed below:

Comm. No.	Payment Type	<u>Period</u>	<u>Amount</u>
3-16-1	Electronic Transactions Voucher Payments	December 1 – 31, 2020 December 1 – 31, 2020	\$ 12,762,515.90 \$ 7,238,883.53
3-16-2	Electronic Transactions Voucher Payments	January 1 – 31, 2021 January 1 – 31, 2021	\$ 8,142,882.75 \$ 7,756,538.36

We recommend the payments be approved as compiled and submitted by the Treasurer's Office and Accounting Division of the Controller's Office.



Respectfully Submitted,
COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair Jack B. Tany Carl E. Ruth Christopher S. Boyd, Vice-Chair James G. Theisen

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.2

MARCH 16, 2021

Your Budget/Audit Committee considered Communication No. 3-16-3 from Koren Thurston, Finance Director, requesting approval of the FY 2022 Budget Calendar.

The proposed Budget Calendar allows all departments, elected officials and agencies to know when tasks related to building the budget must be completed and establishes key milestones for budget preparation review and the approval process. Once approved, the Budget Calendar outlines the timetable of events that will happen to cause the creation and approval of the budget. A tentative date for a Committee of the Whole session is scheduled for Monday, June 28, 2021 and was added to the proposed calendar.

We recommend the attached Saginaw County Budget Calendar for adoption of the Fiscal Year 2022 Operating Budget and Capital Improvement Plan for all funds be approved; further, that the proper County Officials be directed to implement same.

Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair Jack B. Tany Carl E. Ruth Christopher S. Boyd, Vice-Chair James G. Theisen

[FY 2022 Budget Calendar begins on next page]



COUNTY OF SAGINAW 2022 BUDGET CALENDAR

OPERATING BUDGET FOR FISCAL YEAR 2022

CAPITAL IMPROVEMENT PLAN FOR FISCAL YEARS 2022 ~ 2026

<u>Target Date</u>	Action to be taken
April 23, 2021	Controller's Office distributes information to all departments that outlines the budget process and provides instructions for their electronic entry of the data that is necessary for completion of their respective Operating Budgets for 2022 and Capital Improvement Plans.
April 30, 2021	Departments signify completion of the necessary electronic data entry for their respective Operating Budgets for 2022 and Capital Improvement Plans by signing off and submitting the appropriate excel spreadsheets to Financial Services.
Week of May 10, 2021	Controller's Office meets with Elected Officials, Judges, Department Heads and Agencies if necessary to review and discuss their respective Operating Budgets for 2022 and Capital Improvement Plan requests.
May 28, 2021	Controller's Office submits the first draft of a recommended Operating Budget to the Board of Commissioners for its Human Services, Courts & Public Safety, County Services, and Budget/Audit Committees to review and discuss.
Committee Meetings June-August, 2021	Human Services, Courts & Public Safety, County Services, and Budget/Audit Committees meet to consider Operating Budget matters. In addition, the Budget/Audit Committee also considers Capital Improvement Plan matters.
June 28, 2021	Committee of the Whole (Tentative)
August 17, 2021	A recommended Operating Budget and Capital Improvement Plan is sent from the Budget/Audit Committee to the full Board and is laid on the table and a Public Hearing is held.
September 21, 2021	The final Operating Budget and a Capital Improvement Plan are formally adopted by the Board of Commissioners.



FROM: COMMITTEE ON BUDGET/AUDIT -- 4.3

MARCH 16, 2021

Your Budget/Audit Committee considered Communication No. 3-16-7 from Denise Babbitt, Equalization Director, requesting approval to increase its Computer Access Fee line item by \$2,600; Tax Rolls and Statement Prep line item by \$2,400; and Professional Services line item by \$5,000 in the FY 2021 Budget to hire someone to assist with data entry when needed.

We discussed this matter with Ms. Babbitt via Zoom who indicated that the amounts requested are based upon historical revenues and should be generated within the FY 2021 Budget.

We recommend approval to increase its Computer Access Fee line item by \$2,600; Tax Rolls and Statement Prep line item by \$2,400; and Professional Services line item by \$5,000 in the FY 2021 Budget to hire someone to assist with data entry when needed.

Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair Jack B. Tany Carl E. Ruth

Christopher S. Boyd, Vice-Chair James G. Theisen

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.4

MARCH 16, 2021

Your Budget/Audit Committee considered Communication No. 3-16-8 from Kyle Bostwick, Chief Deputy County Clerk, requesting increased funding in the Clerk's Elections Printing and Binding account to cover up front costs associated with May and August Special Elections.

We discussed this matter with Mr. Bostwick via Zoom and he explained that these funds will be used to cover the upfront costs associated with the May and August Special Elections. All expenses for these elections are eligible for reimbursement from local municipalities and school districts. Funds required include \$2,100 for the May election and \$15,000 for the August election, for a total of \$17,100.

We recommend approval to increase the Clerk's Elections Printing and Binding account in the amount of \$17,100 to cover up front costs associated with May and August 2021 Special Elections.

Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair Jack B. Tany Carl E. Ruth Christopher S. Boyd, Vice-Chair James G. Theisen

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.5

MARCH 16, 2021

Your Budget/Audit Committee considered Communication No. 3-16-10 from John A. McColgan, Jr., Prosecutor, requesting the funding necessary to maintain three (3) clerical/support positions that were initially cut in the FY 2021 Budget but were funded for six (6) months; further requesting funds be provided for temporary help to keep up with demands in the office.

We discussed this matter with Mr. McColgan and Blair Stevenson, Assistant Prosecutor, who advised that with demands on the office due to COVID and implementation of a new computer system, these positions are necessary to perform mandated functions. In regard to the Prosecutor's request for temporary help, the Controller advised that the Information Technology Department has funding for additional temporary support through the Mainframe Modernization Initiative to help with data entry and other matters.



We recommend approval to increase the Prosecutor's FY 2021 Budget by \$112,398 to fund three (3) clerical positions for the remainder of the fiscal year. This increase will be offset with an increase in revenue received from the State of Michigan for Juvenile Lifer Without Parole of \$68,398 and the remaining \$44,000 to come from General Fund fund balance.

Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair Jack B. Tany Carl E. Ruth

Christopher S. Boyd, Vice-Chair James G. Theisen

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.6

MARCH 16, 2021

Your Budget/Audit Committee considered Communication No. 3-16-11 William L. Federspiel, Sheriff, requesting increases to the following Budgets using fund balance to increase part-time wages: Jail Budget - \$112,000 for six (6) Master Control positions and 3 – 6 Corrections/Security Officer positions; PLUS Budget - \$10,000 for two (2) positions; and Law Enforcement Fund - \$190,336 for a total of fifteen (15) positions.

We discussed this matter with Undersheriff Mike Gomez, who advised the amount of \$112,000 to the Jail Budget would come from the General Fund; the amount of \$10,000 to the PLUS Budget would come from PLUS Fund Balance; and the amount of \$190,336 to the Law Enforcement (LE) Fund would come from LE Fund Balance.

We recommend approval to increase the Sheriff Department budgets as presented.

Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair Jack B. Tany Carl E. Ruth Christopher S. Boyd, Vice-Chair James G. Theisen

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.7

MARCH 16, 2021

Your Budget/Audit Committee considered Communication No. 3-16-12 from Bonnie Kanicki, Animal Care & Control Director, requesting an increase in its FY 2021 Budget by \$9,000 from fund balance for the purpose of providing preventative rabies shots for ten (10) employees.

We discussed this matter with Ms. Kanicki via Zoom and she indicated the shots would be available for 4 Animal Control Officers, 4 Kennel Technicians, 1 Kennel Manager, and 1 Director. Rabies is an emerging disease more frequently found in wildlife, which impacts the domestic animal population that the ACC staff deals with. The cost per employee is \$900 (3 injections at \$300/each).

We recommend approval to increase the ACC FY 2021 Budget by \$9,000 from fund balance for the purpose of providing preventative rabies shots for ten (10) employees.

Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair Jack B. Tany Carl E. Ruth Christopher S. Boyd, Vice-Chair James G. Theisen



FROM: COMMITTEE ON BUDGET/AUDIT -- 4.8

MARCH 16, 2021

Your Budget/Audit Committee considered Communication No. 3-16-19 from Vanessa Guerra, Saginaw County Clerk, requesting funding to allow the Circuit Court Records Office to hire four (4) temporary workers to improve efficiency and better serve constituents and judges.

We discussed this matter with Ms. Guerra and reviewed written information from Chief Judge Darnell Jackson and Circuit Court Judge André Borrello. Due to staffing shortages in the Clerk's Office, there have been issues that have a direct impact on the efficiency of the courts. The main concern is significant delays in recording filings on the register of actions, which results in the court being unaware of timely-filed documents and responses.

We recommend approval to increase the Clerk's Office Clerical line item within its FY 2021 by \$81,000 with \$34,000 to come from General Fund fund balance and \$47,000 to come from vacancies within the Clerk's Office to hire four (4) temporary workers to improve efficiency and better serve constituents and judges.

Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair Jack B. Tany Carl E. Ruth Christopher S. Boyd, Vice-Chair James G. Theisen

- 5. <u>Labor Relations Committee M. Webster, Chair; K. Harris, Vice-Chair</u>
 - 5.1) **WAIVER OF HIRING FREEZE**, re: Kitchen Assistant (PT) at Commission on Aging and Deputy in the Sheriff Department
 - 5.2) **INFORMATION TECHNOLOGY**, re: Approval to waive County policy and re-engage retirees for twelve (12) months to assist with Mainframe Modernization Initiative
 - Webster moved, seconded by Matthews, to approve 5.1 and 5.2 leaving room for exceptions. Harris excluded 5.2, and the motion carried as to 5.1 by the following roll-call vote:

Yes: Matthews, Theisen, Harris, Ewing, Krafft, Little, Webster, Dwan, Tany, Boyd, and

Ruth - 11

No: - 0

- Discussion was held on 5.2 with Harris asking if there was a cap on how many retirees would be re-hired to assist with the project. The Controller indicated it is hard to predict how many retirees would be utilized but there is a dollar cap of \$500,000 set aside for this aspect of the project. The Controller has only heard from two (2) departments so far requesting use of retired former employees and he could provide a report regarding use of those resources and the financial implications in the future.
- After discussion, Harris moved, seconded by Boyd, to amend the motion and cap the number of retirees to be re-hired at fifteen (15). The motion carried by the following roll-call vote:

Yes: Theisen, Harris, Ewing, Krafft, Little, Dwan, Tany, and Boyd - 8

No: Webster, Matthews, and Ruth - 3



After discussion, the motion to approve 5.2 as amended carried by the following roll-call vote:

Yes: Harris, Ewing, Krafft, Little, Webster, Dwan, Tany, Boyd, Matthews, Theisen, and

Ruth - 11

No: - 0

FROM: COMMITTEE ON LABOR RELATIONS -- 5.1

MARCH 16. 2021

Your Labor Relations Committee considered Communication Nos. 3-16-16 and 3-16-18 from department heads requesting waiver of the hiring freeze and approval to fill vacant positions in their respective department as follows:

<u>Requestor</u> <u>Department</u> <u>Position(s)</u>

Jessica Sargent, Director Commission on Aging Kitchen Assistant (PCN 238183)

William Federspiel, Sheriff Sheriff Department Deputy (PCN 207044)

We recommend approval to waive the hiring freeze and fill the positions listed above.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Michael A. Webster, Chair

Gerald D. Little

Kyle R. Harris, Vice-Chair

Sheldon Matthews

Carl E. Ruth

FROM: COMMITTEE ON LABOR RELATIONS -- 5.2

*AMENDED

MARCH 16, 2021

Your Labor Relations Committee considered Communication No. 3-16-17 from Josh Brown, Director, Information Technology, requesting approval to allow for the re-engagement of retirees who are willing to assist the Information Technology Department with administrative support during the Mainframe Modernization Initiative.

We met with Josh Brown via Zoom who provided a brief explanation for the necessity of the positions and Robert Belleman, Controller/CAO, provided the details of the funding source for further clarification.

We recommend approval to waive County Policy and allow the Information Technology Department to re-engage retirees for a period of twelve (12) months to assist with administrative support during the Mainframe Modernization Initiative. *Amended to cap the number of retirees at fifteen (15).

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Michael A. Webster, Chair

Gerald D. Little

Carl E. Ruth

Kyle R. Harris, Vice-Chair

Sheldon Matthews

6. Executive Committee – C. Ruth, Chair

None

7. Legislative Committee – J. Theisen, Chair; K. Dwan, Vice-Chair

None



- 8. <u>Intergovernmental Cooperation Committee J. Theisen, Chair; J. Tany, Vice-Chair</u>
 None
- 9. **Committee Compensation**
 - 3-16-21.1) February 7, 2021 February 20, 2021
 - 3-16-21.2) February 21, 2021 March 6, 2021
 - Matthews moved, seconded by Dwan, to approve 3-16-21.1 and 3-16-21.2 leaving room for exceptions. There were no exceptions and the motion carried unanimously.

COMMITTEE COMPENSATION - 3.16.21.1

March 16, 2021

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held February 7 - February 20, 2021.

The novel coronavirus (COVID-19) is a respiratory disease that can result in serious illness or death. It is caused by a new strain of coronavirus not previously identified in humans and easily spread from person to person.

Virtual meetings are authorized by PA 254 of 2020 (MCL 15.263) until March 31, 2021.

					<u>Total</u>
Meeting	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Present</u>
1	02/08/21	Union/Mgmt. Committee via Webex	Boyd	\$50.00	1
			Matthews	\$50.00	1
2	02/08/21	Labor Relations Committee via Zoom	Webster	\$50.00	1
			Harris	\$50.00	1
			Little	\$50.00	1
			Matthews	\$25.00	1
			Ruth	\$50.00	1
3	02/10/21	Airport Committee via Zoom	Krafft	\$50.00	1
			Little	\$50.00	1
			Matthews	\$50.00	1
4	02/10/21	County Services Committee via Zoom	Webster	\$50.00	1
			Krafft	\$25.00	1
			Ewing	\$50.00	1
			Tany	\$50.00	1
			Ruth	\$50.00	1
5	02/12/21	MAC Env. & Regulatory Affairs via Zoom	Webster	\$50.00	1
6	02/16/21	Board Session via Zoom	11 Present	\$550.00	11
		Boyd, Dwan, Ewing, Harris, Krafft, Little, Matthews, Ruth, Tany, Theisen, Webster			
7	02/17/21	Castle Museum Board via Zoom	Tany	\$50.00	1
8	02/17/21	Saginaw Valley Zoo. Society via GoToMtg	Matthews	\$50.00	1
			Little	\$50.00	1



12	02/10/21	TOTAL	Little	\$1,650.00	34	_
12	02/19/21	Community Action Committee via Conf. Call	Little	\$50.00	1	
11	02/18/21	Commission on Aging via Zoom	Ewing	\$50.00	1	
10	02/18/21	Saginaw CVB - Special Meeting via Zoom	Ruth	\$50.00	1	
9	02/17/21	Animal Control Adv. Council via Zoom	Ewing	\$50.00	1	
0	02/17/21	Animal Cantral Adv. Council via Zoom	Ewing	¢EO O	0	n 1

Respectfully Submitted, Suzy Koepplinger, Board Coordinator (2-19-21)

COMMITTEE COMPENSATION - 3.16.21.2

March 16, 2021

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held February 21 - March 6, 2021.

The novel coronavirus (COVID-19) is a respiratory disease that can result in serious illness or death. It is caused by a new strain of coronavirus not previously identified in humans and easily spread from person to person.

Virtual meetings are authorized by PA 254 of 2020 (MCL 15.263) until March 31, 2021.

Meeting Date Committee Commissioner Amount Present 1 02/22/21 MAC Health & Human Services via Zoom Webster \$50.00 1 2 02/22/21 MAC Judiciary & Public Safety via GoToMtg Boyd \$50.00 1 3 02/22/21 MI Works! Joint Board Meeting via Zoom Matthews \$50.00 1 4 02/24/21 GLB Regional CVB via Zoom Ruth \$50.00 1 4 02/24/21 MAC Transportation via Zoom Harris \$50.00 1 6 03/01/21 Human Services Committee via Zoom Harris \$50.00 1 6 03/01/21 Human Services Committee via Zoom Ruth \$50.00 1 7 03/03/21 Crime Prevention Council via Zoom Ruth \$50.00 1 8 03/03/21 Crime Prevention Council via Zoom Ruth \$50.00 1 8 03/03/21 Crime Prevention Council via Zoom Ruth \$50.00 1 9 03/04/21						<u>Total</u>
2 02/22/21 MAC Judiciary & Public Safety via GoToMtg Soyd \$50.00 1	Meeting	<u>Date</u>	<u>Committee</u>	Commissioner	<u>Amount</u>	<u>Present</u>
3 02/22/21 MI Works! Joint Board Meeting via Zoom	1	02/22/21	MAC Health & Human Services via Zoom	Webster	\$50.00	1
Little \$50.00 1	2	02/22/21	MAC Judiciary & Public Safety via GoToMtg	Boyd	\$50.00	1
Ruth \$50.00 1	3	02/22/21	MI Works! Joint Board Meeting via Zoom	Matthews	\$50.00	1
Tany \$50.00 1 Webster \$25.00 1 4 02/24/21 GLB Regional CVB via Zoom Ruth \$50.00 1 5 02/26/21 MAC Transportation via Zoom Harris \$50.00 1 6 03/01/21 Human Services Committee via Zoom Theisen \$50.00 1 Dwan \$50.00 1 Dwan \$50.00 1 Little \$50.00 1 Ruth \$50.00 1 Ruth \$50.00 1 Ruth \$50.00 1 Crime Prevention Council via Zoom Ruth \$50.00 1 County Services Committee via Zoom Webster \$50.00 1 Krafft \$50.00 1 Ewing \$50.00 1 Ewing \$50.00 1 Ruth \$25.00 1 Ruth \$25.00 1 Ruth \$25.00 1 Ruth \$25.00 1 Ewing \$50.00 1 Ruth \$25.00 1 Fany \$50.00 1 Ruth \$25.00 1				Little	\$50.00	1
Webster \$25.00 1				Ruth	\$50.00	1
4 02/24/21 GLB Regional CVB via Zoom Ruth \$50.00 1 5 02/26/21 MAC Transportation via Zoom Harris \$50.00 1 6 03/01/21 Human Services Committee via Zoom Theisen \$50.00 1				Tany	\$50.00	1
5 02/26/21 MAC Transportation via Zoom Harris \$50.00 1 6 03/01/21 Human Services Committee via Zoom Theisen \$50.00 1 Webster \$50.00 1 Dwan \$50.00 1 Little \$50.00 1 Ruth \$50.00 1 8 03/03/21 Crime Prevention Council via Zoom Ruth \$50.00 1 Krafft \$50.00 1 Krafft \$50.00 1 Ewing \$50.00 1 Ruth \$25.00 1 Ruth \$25.00 1 Ruth \$50.00 1 Ruth \$50.00 1 Boyd \$50.00 1 Tany \$50.00 1 Tany \$50.00 1 Theisen \$50.00 1				Webster	\$25.00	1
6 03/01/21 Human Services Committee via Zoom Theisen \$50.00 1 Webster \$50.00 1 Dwan \$50.00 1 Little \$50.00 1 Ruth \$50.00 1 8 03/03/21 Crime Prevention Council via Zoom Ruth \$50.00 1 County Services Committee via Zoom Webster \$50.00 1 Krafft \$50.00 1 Ewing \$50.00 1 Ewing \$50.00 1 Tany \$50.00 1 Ruth \$25.00 1 Ruth \$50.00 1 Ruth \$25.00 1 Ruth \$50.00 1 Ruth \$25.00 1 Ruth \$25.00 1 Ruth \$25.00 1 Ruth \$50.00 1	4	02/24/21	GLB Regional CVB via Zoom	Ruth	\$50.00	1
Webster \$50.00 1	5	02/26/21	MAC Transportation via Zoom	Harris	\$50.00	1
Dwan \$50.00 1 Little \$50.00 1 Ruth \$50.00 1 7 03/03/21 Crime Prevention Council via Zoom Ruth \$50.00 1 8 03/03/21 County Services Committee via Zoom Webster \$50.00 1 Krafft \$50.00 1 Ewing \$50.00 1 Tany \$50.00 1 Ruth \$25.00 1 Ruth \$25.00 1 Ruth \$50.00 1 Ruth \$50.00 1 Tany \$50.00 1 Ruth \$50.00 1 Source	6	03/01/21	Human Services Committee via Zoom	Theisen	\$50.00	1
Little				Webster	\$50.00	1
Ruth \$50.00 1				Dwan	\$50.00	1
7 03/03/21 Crime Prevention Council via Zoom 8 03/03/21 County Services Committee via Zoom				Little	\$50.00	1
8 03/03/21 County Services Committee via Zoom Krafft \$50.00 1 Ewing \$50.00 1 Tany \$50.00 1 Ruth \$25.00 1 Boyd \$50.00 1 Tany \$50.00 1 Boyd \$50.00 1 Tany \$50.00 1 Theisen \$50.00 1 Theisen \$50.00 1				Ruth	\$50.00	1
Krafft \$50.00 1	7	03/03/21	Crime Prevention Council via Zoom	Ruth	\$50.00	1
Ewing \$50.00 1 Tany \$50.00 1 Ruth \$25.00 1 9 03/04/21 Budget/Audit Committee via Zoom Krafft \$50.00 1 Boyd \$50.00 1 Tany \$50.00 1 Tany \$50.00 1 Theisen \$50.00 1	8	03/03/21	County Services Committee via Zoom	Webster	\$50.00	1
Tany \$50.00 1 Ruth \$25.00 1 9 03/04/21 Budget/Audit Committee via Zoom Krafft \$50.00 1 Boyd \$50.00 1 Tany \$50.00 1 Tany \$50.00 1 Tany \$50.00 1				Krafft	\$50.00	1
9 03/04/21 Budget/Audit Committee via Zoom Ruth \$25.00 1 Boyd \$50.00 1 Tany \$50.00 1 Theisen \$50.00 1				Ewing	\$50.00	1
9 03/04/21 Budget/Audit Committee via Zoom Krafft \$50.00 1 Boyd \$50.00 1 Tany \$50.00 1 Theisen \$50.00 1				Tany	\$50.00	1
Boyd \$50.00 1 Tany \$50.00 1 Theisen \$50.00 1				Ruth	\$25.00	1
Tany \$50.00 1 Theisen \$50.00 1	9	03/04/21	Budget/Audit Committee via Zoom	Krafft	\$50.00	1
Theisen \$50.00 1				Boyd	\$50.00	1
·				Tany	\$50.00	1
Ruth \$50.00 1				Theisen	\$50.00	1
				Ruth	\$50.00	1



10

03/05/21 MAC Finance & General Government via Zoom Krafft

TOTAL

\$50.00

\$1,250.00 26

1

Respectfully Submitted, Suzy Koepplinger, Board Coordinator (3-5-21)

RESOLUTIONS

None

UNFINISHED BUSINESS

None

PROCLAMATIONS

None

APPOINTMENTS

• Chairman Ruth re-appointed Michael Hanley, Marilyn Sawyer, Timothy Novak, and Michael Pisarczyk to the **Economic Development Corporation** for terms that expire April 1, 2027.

ELECTIONS

✓ **Dwan moved, seconded by Harris, to confirm the re-election** of Steve Fresorger (General Public), Jill Armentrout (Secondary Consumer), Jane Sills (Agency/Occupation), and Jordan Wise (Primary Consumer) to the **Saginaw County Community Mental Health Authority Board for terms that expire April 1, 2024. Motion carried unanimously.**

COMMISSIONER AUDIENCES

- Commissioner Dwan announced her resignation from the Board of Commissioners effective April 30, 2021, due to selling her home and moving out of District #1.
- Commissioner Harris announced that because of the entire Michigan Association of Counties Board of Directors attending the National Association of Counties (NACo) Virtual Legislative Conference, Saginaw County Commissioners can register and attend free of charge.

CHAIR ANNOUNCEMENTS

None

By Commissioner Dwan, seconded by Commissioner Matthews: That the Board adjourn. Carried. Thereupon, the Board adjourned at 5:38 p.m.

Respectfully Submitted,

SAGINAW COUNTY BOARD OF COMMISSIONERS CARL E. RUTH, CHAIRMAN VANESSA GUERRA, COUNTY CLERK

Prepared by: Suzy Koepplinger, Deputy County Clerk