

OFFICIAL PROCEEDINGS
OF THE
Board of Commissioners
OF SAGINAW COUNTY, MICHIGAN

JANUARY SESSION 2025

Second day of the January Session of the Board of Commissioners of Saginaw County, Michigan, held Tuesday, January 21, 2025. 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 Jack B. Tany in the Chair.

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

ABSENT: - 0

TOTAL: - 11

OTHERS: Mary Catherine Hannah, Dave Gilbert, Brian Keenan-Lechel, Jessica Sargent, Darcie Totten, Katharine Tessin, Casey Kilts, Becky Carrier, Jennifer Vannette, Don Buckley, Harry Mika, Dennis Borchard, Emily Migut, Jaime Ceja, Missie Freier, Kyle Bostwick, Officer Rafe Maxwell, Pete Maxwell, Debbie Maxwell, Rachel Maxwell, Aurora Maxwell, Isabelle Maxwell, Eric Cowles, Andrew Klaczkiwicz, Nicole Klee, Kelsie Loney, Noah Johnson, Beth Kalley, Vanessa Guerra, Suzy Koeplinger, Renee Sharkey, Catherine Hicks and others

- ✚ Commissioner Boyd asked for a moment of silence for former Chief Prosecuting Attorney and Special Attorney General for Saginaw County, Charles Robert Rousseau, who passed away. (July 16, 1944 – January 19, 2025)
- ✚ Chairman Tany pointed out his extra-large gavel to the Board and asked that members adhere to Robert’s Rules of Order and put their hand up and wait to be acknowledged before speaking.

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, January 21, 2025 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 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 January 21, 2025 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

January 10, 2025

Posted 1-17-25

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 Piotrowski moved, seconded by Commissioner Coney, to approve the Minutes of the December 10, 2024 Special Board Session and December 17, 2024 Regular Board Session. Motion carried.***

PUBLIC HEARING

None

AUDIENCES

- ❖ Commissioner Slodowski presented a Certificate of Commendation to School Resource Officer Rafe Maxwell (Thomas Township Police Department) in recognition of saving the life of a high school student who was choking by performing the Heimlich Maneuver.
- ❖ Blair Stevenson, Chief Assistant Prosecuting Attorney, expressed his gratitude to the Board and provided an update on the Prosecutor's Office.
- ❖ Don Buckley, resident of Richland Township, read the 22 cities and townships that voted against, versus the fewer number who voted for, the new road millage in Saginaw County. He explained that the gas tax is inappropriate because of the reduced rate for electric vehicles and others that use the roads without consuming as much fuel. He asked the Board to go to legislators on these issues.

FOIA APPEAL

- ***Commissioner Boyd moved, seconded by Commissioner Matthews, to send written notice to Matthew Witkos, Fox17 West Michigan News, upholding the deposit request regarding his November 14, 2024 Freedom of Information Act request.***



LAUDATORY RESOLUTIONS

Certificate of Commendation School Resource Officer Rafe Maxwell Thomas Township Police Department

On Wednesday, December 4, 2024, School Resource Officer Rafe Maxwell was alerted that a student was choking in the school lunchroom. He performed the Heimlich Maneuver on this high school student who was choking. Officer Maxwell's quick response saved a life. The Saginaw County Board of Commissioners is very proud of Officer Rafe Maxwell and today we present Officer Rafe Maxwell with a Commendation Award for his heroic action.

On behalf of the Saginaw County Board of Commissioners we want to commend Officer Rafe Maxwell on a job well done. With mere minutes being the key to survival, the coordinated sequence of steps that were performed in response to the victim who was choking brought this incident to a successful conclusion. The quick and appropriate action taken by Officer Rafe Maxwell saved a life and for that we are all grateful.

Respectfully Submitted,
Saginaw County
Board of Commissioners
Jack B. Tany
Chairman, District 2

Presented & Adopted: January 21, 2025

Tracey L. Slodowski
Commissioner, District #5

Certificate of Recognition Jonesfield-Lakefield Fire Department Volunteer years of service

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.

Ethics comes from the Greek word ethos, meaning character. Character is not necessarily defined by how a person behaves when conditions are optimal and life is good. It is easy to take the high road when the path is paved and obstacles are few or non-existent. Character is also defined by decisions made under pressure, when no one is looking, when the road contains land mines, and the way is obscured. As members of the Fire Service, shared responsibility to project an ethical character of professionalism, integrity, compassion, loyalty, and honesty in all that you do, all of the time, is important.

Jonesfield-Lakefield Fire Department is a joint operation serving both Jonesfield and Lakefield Townships. This partnership ensures efficient and effective fire protection services from residents of both communities through two strategically located fire stations. The department operates from two stations and is on call 24 hours.

The Jonesfield-Lakefield Fire Department is volunteer and responds to all medical calls to assist Mobile Medical Response (MMR). The following people are currently on the fire department and have served for 15+ years: Dan Beetley, Ron Honaman, Aaron Morford, Ron Slick, Don Kilgore, Jeff Smith, Dave Lednicky, Randy Clark, Dennis Fuller, Sean Dungey and Todd Wolverton.



The Saginaw County Board of Commissioners thanks you for your dedication, volunteer service, and unwavering sacrifice to your community.

Respectfully Submitted,
Saginaw County
Board of Commissioners
Jack B. Tany
Chairman, District #2

Presented & Adopted: January 21, 2025

Tracey Slodowski
Commissioner, District #5

Certificate of Recognition
National Sorority of Phi Delta Kappa, Inc., Gamma Kappa Chapter
Annual Dr. Martin Luther King, Jr Scholarship Prayer Breakfast
“We’ve Come Too Far to Stop Now”

On Saturday, January 25, 2025 at the Trillium Banquet Center, the National Sorority of Phi Delta Kappa, Inc., Gamma Kappa Chapter presents its Annual Dr. Martin Luther King, Jr. Scholarship Prayer Breakfast to raise scholarship funds for deserving students in the Saginaw/Bay Area. The Keynote Speaker is Dr. Michael Galvin, the President of Delta Community College, and the theme is “We’ve Come Too Far To Stop Now.”

National Sorority of Phi Delta Kappa, Inc., was founded in Jersey City, NJ in 1923 by eight educators desiring to establish a sisterhood among teachers and promote the highest ideals of the teaching profession. These truly outstanding women each went on to live up to the ideals in their community having lasting impact where they served so diligently. Since the meeting of these eight amazing young women the sorority has grown to over 130 chapters internationally.

National Sorority of Phi Delta Kappa, Inc., Gamma Kappa Chapter’s mission is to foster a spirit of sisterhood among teachers and to promote the highest ideals of the teaching profession. Its purpose is to stimulate professional growth among teachers and encourage the development of the potential of youth. Youth groups such as Kudos and Xinos are very active in the community which provides help to develop a sense of social, educational, and family responsibility within the youth.

The organization’s former Leader, E. Zipporah Thompson felt the need to keep Dr. King’s dream alive. In 1984, the National Sorority of Phi Delta Kappa, Inc. Gamma Kappa Chapter was the first organization to have programs at the Heritage Theater involving all schools, and local and state officials to be a part of this auspicious program. Speakers were Rev. Dr. Martin Luther King’s Dad and Daughter, Yolanda King, Senator Gary Peters, Lieutenant Governor Garlin Gilchrist II, Congressman Dan Kildee and many more.

The Saginaw County Board of Commissioners congratulates the National Sorority of Phi Delta Kappa, Inc., Gamma Kappa Chapter on its hard work and dedication and wishes them continued success.

Respectfully Submitted,
Saginaw County
Board of Commissioners
Jack B. Tany
Chairman, District #2

Presented: January 25, 2025
Adopted: January 21, 2025

Lisa R. Coney
Commissioner, District #10



**Certificate of Recognition
Mick Levens Retirement
Tri-Township Fire Department
“House of Three”
“No Excuses, Just Results”**

“Mick” Levens has voluntarily served with the Tri-Township Fire Department since November 5, 1992, with professionalism and dedication. The last 3+ years, from April 15, 2021, until his retirement December 31, 2024, he has served as its chief. Some of his other notable achievements are, December 2022, he was awarded Fire Service Instructor of the Year issued by the Michigan Fire Service Instructor Association. In October 2024, the Saginaw Exchange Club awarded him Firefighter of the year. He has served on the Saginaw County Training Committee deciding what types of training to engage in making use of State funding. Mick has been a member of the Saginaw County Coordination Team helping to decide who to activate and the resources needed during large fires that require multiple departments. Mick also served as the Vice President of the Saginaw County Fire Chiefs Association.

Volunteer firefighting service is a heroic and noble vocation. No two days are alike, and the work is as varied as it is unpredictable. The life of a firefighter may seem exciting and glamorous, but it has many challenges. Camaraderie and strong bonds between fellow firefighters, along with respect from grateful members of the community is extremely rewarding. However, firefighting is a physically demanding and dangerous occupation. The work requires firefighters to think on their feet, rapidly assess the problem at hand, plan a course of action and then quickly react when conditions change. Throughout an emergency, a firefighter must maintain a constant and heightened awareness, never losing sight of the broader picture while attending to a specific task. Adventure, challenge, variety, teamwork, service, skill and satisfaction are all aspects of a firefighter's life.

The Saginaw County Board of Commissioners thanks Chief Mick Levens for his 32 years of dedicated service to the citizens of St. Charles, Brant, Swan Creek area and Saginaw County. May his leadership and dedication be an example for all.

Respectfully Submitted,
Saginaw County
Board of Commissioners

Presented: January 25, 2025
Adopted: January 21, 2025

Jack B. Tany
Chairman, District #2

Dennis Harris
Commissioner, District #6

Tracey Slodowski
Commissioner, District #5

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.

1-21-1 **SAGINAW COUNTY MOSQUITO ABATEMENT COMMISSION** presenting the Saginaw County Mosquito Abatement Commission 2024 Annual Report

-- Human Services (*Receive & File*)

1-21-2 **FLETCHER & SIPPEL, LLC** submitting correspondence regarding the Lake State Railway Company – Abandonment requesting identification of any potential effects, review of proposed action, and provision of any comments.

-- County Services (*Referred to Civil Counsel*)



1-21-3 **TREASURER/ADMINISTRATOR** submitted the financial transactions transmittal form in the amount of \$10,499,541.77 for the month of December 2024.

-- Budget/Audit **(1-21-4.1)**

1-21-4 **FINANCE DIRECTOR** submitted the Monthly Financial Statement for September 2024, including unaudited information for the 2025 fiscal year through September and summarizing revenues and expenditures for the County’s General Fund to provide management with an overview of the preliminary year-end financial status.

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

1-21-5 **FINANCE DIRECTOR** submitted the Monthly Financial Statement for December 2024, including unaudited information for the 2025 fiscal year through December and summarizing revenues and expenditures for the County’s General Fund to provide management with an overview of the preliminary year-end financial status.

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

1-21-6 **FINANCE DIRECTOR** submitted a report of budget adjustments approved by the County Administrator (or their designee) including grants accepted on behalf of the County for October 1, 2024 through December 31, 2024 and approved budget adjustments carried forward from fiscal 2024 as outlined in Budget Resolution “A.”

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

1-21-7 **FINANCE DIRECTOR** submitted proposed changes to County Policy #351 - Travel

- Policy title to include other employee expense reimbursements
- Clarified expense reimbursement submissions and deadlines
- Meal reimbursement to be based on **actual** cost incurred up to a \$50 daily maximum
- Detailed receipts for meals and all expenses incurred are required

-- Budget/Audit **(1-21-4.2)**

1-21-8 **COUNTY ADMINISTRATOR** requested an amendment to the approved FY 2024-2025 budget (no impact on the General Fund) by allocating \$80,000 from the Public Improvement Fund balance of \$1,250,744 to the parking and wayfinding study approved by the Board of Commissioners.

-- Budget/Audit **(1-21-4.3)**

1-21-9 **PERSONNEL DIRECTOR** submitted Employment Status Report, Exit Interviews, Employee Groups, and Retiree Employment Contracts covering the months of December 2024

-- Labor Relations *(Receive & File)*

1-21-10 **HON. DARNELL JACKSON** requested the Judicial Assistant position be reinstated in the FY25 budget to assist with the Virtual Backlog Reduction Docket program, due to the State of Michigan awarding an additional amount of \$80,000 to continue the program through the end of 2025.

Labor Relations **(1-21-5.1)**

INITIATORY MOTIONS

[Requires 2/3 majority vote of the members present for adoption, pursuant to Board Rules]

- Commissioner Coney moved, seconded by Commissioner Matthews that all sanctions as set forth in Resolution 2024-11 from December 10, 2024 be continued unless further action of the Saginaw County Board of Commissioners is taken. ***After discussion, the motion carried with the following roll call vote:***



Yes: Boyd, Coney, Harris, Kaczynski, Little, Matthews, Piotrowski, Slodowski, Tany, and Webster – 10
No: Spitzer – 1
Total: - 11

REPORTS OF COMMITTEES

1. **Human Services Committee – T. Slodowski, G. Little, Vice-Chair**
None
2. **Courts and Public Safety Committee – C. Boyd, Chair; S. Matthews, Vice-Chair**
None
---Chair Boyd disclosed no report, and stated that the Medical Examiner’s Office “2024 End of Year Review” was received and filed in committee.
3. **County Services Committee – M. Webster, Chair; D. Harris, Vice-Chair**
None
4. **Budget Audit Committee – C. Boyd, Chair; T. Slodowski, Vice-Chair**
 - 4.1) **FINANCE DIRECTOR/TREASURER**, re: Approval of vendor transactions for December 2024 in the amount of \$10,499,541.77
 - 4.2) **FINANCE DIRECTOR**, re: Approval of revised County Policy #351 - Travel
 - 4.3) **COUNTY ADMINISTRATOR**, re: Approval to allocate \$80,000 of Public Improvement Fund balance to the Wayfinding Study
 - **Commissioner Boyd moved, seconded by Commissioner Matthews, to approve 4.1. Motion carried.**
 - **Commissioner Piotrowski moved, seconded by Commissioner Coney, to amend 4.2 as to Sec. 1 of the Travel Policy to state “...those individuals shall cover their own expenses.” Motion carried. Commissioner Boyd moved, seconded by Vice-Chair Little, to adopt 4.2 as amended. Motion carried.**
 - **Commissioner Boyd moved, seconded by Commissioner Matthews, to approve 4.3. Motion carried.**

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.1 **JANUARY 21, 2025**
Your Budget Audit Committee received Communication No. 1-21-3. 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:

<u>Comm. No.</u>	<u>Payment Type</u>	<u>Period</u>	<u>Amount</u>
1-21-3	Vendor Transactions	December 1 – 31, 2024	\$10,499,541.77

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

Respectfully Submitted,
COMMITTEE ON BUDGET/AUDIT
Christopher S. Boyd, Chair
John L. Kaczynski
Jack B. Tany

Tracey L. Slodowski, Vice-Chair
Michael A. Webster



FROM: COMMITTEE ON BUDGET/AUDIT -- 4.2 *AMENDED JANUARY 21, 2025

Your committee met and considered Communication No. 1-21-7 from Koren Thurston, Finance Director, submitting a request to approve the revised Saginaw County Travel Policy #351.

Your committee met with Director Thurston who reviewed the requested changes which consist of:

- Including other employee expense reimbursements in the policy title
- Clarification of expense reimbursement submissions and deadlines
- Meal reimbursement based on **actual** cost incurred up to a \$50 daily maximum
- Requiring detailed receipts for meals and all expenses incurred

It is the recommendation of your committee to approve revised Saginaw County Travel Policy #351 as attached. *Sec. 1. PURPOSE was amended as follows: “those individuals ~~are expected to~~ **shall** cover their own expenses.”

Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT

Christopher S. Boyd, Chair

John L. Kaczynski

Jack B. Tany

Tracey L. Slodowski, Vice-Chair

Michael A. Webster

Category: 300

Number: 351

Subject: **TRAVEL AND EMPLOYEE EXPENSE REIMBURSEMENT**

1. PURPOSE: The purpose of this policy is to establish guidelines for travel and employee reimbursement of expenses incurred by County Officials and Employees as a result of their official duties established by the Board of Commissioners and in accordance with the specific provisions enumerated herein. This policy is intended to reimburse for employee expenses. If you are traveling with non-employees, those individuals ~~are expected to~~ **shall** cover their own expenses.
2. AUTHORITY: The Saginaw County Board of Commissioners.
3. APPLICATION: The rules and regulations herein set forth apply to all personnel paid by Saginaw County, pursuant to Policy # **301 as well as applicable volunteers.**
4. RESPONSIBILITY: The Board of Commissioners shall be responsible for the implementation of this policy. The Administrator shall be responsible for the administration of this policy.
5. DEFINITIONS: NONE
6. POLICY:



- 6.1 Employee requests for reimbursement of travel and expenses. Employees shall submit an employee expense claim through the Employee Self Service (ESS) portal. The employee expense claim shall not cover a time period of more than 30 calendar days.
 - 6.1.1 Employee travel and expense reimbursements must be submitted and received by Financial Services within 45 calendar days after month end in order to be eligible for reimbursement. Employee travel and expense reimbursements submitted and received by Financial Services after 45 calendar days of month end will under no circumstances be reimbursed.
 - 6.1.1.1 Each conference should be submitted under a separate employee expense claim and should not be combined with other travel or conferences.
 - 6.1.2 Economical use of County funds has priority over personal convenience or preference.
 - 6.1.3 Employee travel and expense reimbursements must include all supporting documentation such as: itemized and detailed receipts for all expenses, detailed conference agendas, approval for out of state travel and any other necessary documentation. Failure to include itemized and detailed receipts for expenses will render those expenses ineligible for reimbursement. Altered documents (i.e. itemized and detail receipts with items crossed out) will not be accepted.
 - 6.1.4 Each employee must submit their own travel and expense reimbursement request. An employee cannot be reimbursed for another employee's travel and expenses.
- 6.2 Mileage. Mileage will be paid at the rate established by the Internal Revenue Service to those officials and employees required to use their privately owned vehicle in conducting County business.
 - 6.2.1 When traveling to out-of-county activities transportation should be shared whenever possible.
 - 6.2.2 All mileage shall be computed from the normal work location to the destination point and return except in the following situations:
 - 6.2.2.1 Mileage will be computed from residence to destination if actual departure is from the residence and if the distance is less than the distance from work location to destination.
 - 6.2.2.2 If the distance is greater from the residence, the employee may still



leave from there, but mileage will be calculated from the work location to destination.

6.2.2.3 Under no circumstances is mileage allowed between residence and normal work location.

- Normal work location may be altered from time to time by the employee's supervisor or department head as deemed necessary. For example, a change in work location, or mandatory trainings and meetings.

6.2.3 Charges for gasoline, oil, repairs, antifreeze, towage and other expenditures will not be allowed as reimbursable items when privately owned vehicles are used.

6.2.4 If choosing to drive to an approved and authorized out-of-state conference or training, reimbursement for mileage shall be at the prevailing mileage rate, provided that the total reimbursement for mileage does not exceed the commercial air carrier coach rate to the same destination.

6.3 Transportation. Expenses associated with transportation while travelling shall include the following:

6.3.1 Rideshare, taxi and shuttle service may be used to transport to and from conference locations as necessary. Detailed receipts must accompany the reimbursement request and no tips are allowed.

6.3.2 Rental cars must be pre-approved by the County Administrator. Personnel will be allowed to rent a vehicle while out of town, provided that advance approval from the County Administrator has been obtained and proof is provided that the cost is less than alternative methods of transportation. Must include County Administrator's approval in reimbursement request.

6.4 Meals. Meals will be reimbursed based on actual costs incurred by the employee up to a maximum amount of \$50 per day.

6.4.1 Official travel, which takes the individual outside the boundaries of Saginaw County during the entire mealtime hours, will render eligibility for a meal allowance, based on when the employee was required to leave and return.

6.4.2 Employee is required to submit itemized and detailed receipts.

6.4.2.1 Alcohol is not an allowable expense and if included on your itemized and detailed receipt, will render the entire meal ineligible for reimbursement.



- 6.4.2.2 Gratuity is acceptable for reimbursement up to 15% of meal total.
- 6.4.2.3 In no circumstances will the daily meal reimbursement plus gratuity, if added, be reimbursed at a rate higher than \$50 per day.
- 6.4.3 Per policy 243 Section 6.5.2 the credit card shall not be used to pay for any employee eligible reimbursable food, beverages or meals. Food purchased for departmental training sessions and departmental board or commission meetings or lunches, conferences or related travel must have prior written approval by the Administrator. This exemption does not apply to food/beverage purchases for resale and/or departmental program use.
- 6.5 Accommodations. Actual expenditures for overnight accommodations subject to the following restrictions and limitations:
 - 6.5.1 If the temporary work location duration is more than one day, the nights between such workdays may be spent in the immediate vicinity of lodging at established rates.
 - 6.5.2 If the destination is more than 50 miles from normal work location and if the employee must be at the destination at or before 9:00 a.m., an employee may leave the afternoon of the day prior to the start of the conference and be covered for overnight accommodations.
 - 6.5.3 Coverage for out-of-state travel is limited to the lowest cost available at prevailing rates for accommodations normally used in business.
 - 6.5.4 Baggage claims/charges. Air travel baggage claims or baggage charges while traveling on County business are limited to one checked bag each way within the airlines standard weight limit.
 - 6.5.5 Parking. Expenses are covered at the standard rate. This includes Hotel parking, airline parking, conference center parking, and other parking facilities.
 - 6.5.6 Valet. Valet parking is not a covered/reimbursable expense.
 - 6.5.7 Employees must include detailed hotel folio in reimbursement request.
- 6.6 Budget for Travel Related Expenses. Expenses associated with attendance at meetings, conferences, and seminars shall be requested by the Department Head during the preparation of the annual budget. Routine mileage allowance associated with day-to-day business within the County will be a separate line item.
 - 6.6.1 Department Heads are allowed to attend their national and state professional



conferences or conventions, provided it is within the travel budget and has been approved by the Administrator. Employee expenses to be reimbursed for out-of-state travel shall be in proportion to the cost/benefit of the conference to be attended and shall require Department Head recommendation and submission of a request to the Administrator as applicable on an approved form.

6.6.2 Travel within the State requiring overnight stay will be allowed subject to approval of the Department Head and to availability of funds within the department budget. No additional funds will be transferred to the travel account after adoption of the budget, unless approved by the Administrator.

6.6.3 Travel within the State of Michigan for the purpose of transacting County business, i.e., meeting with State Officials or to discuss common concerns with other governmental officials will be allowed subject to approval of the responsible Department Head and if no overnight stay is required.

6.7

6.8 The County credit card may be used for advance payment of anticipated expenses in compliance with the established credit card policy, number 243. Payment to employees, elected officials, department or agency personnel employed by (or conducting business with) Saginaw County for travel, meals, lodging or attendance at events, will not be advanced prior to the event in question.

6.9 Non-reimbursable. expenses Saginaw County maintains a strict policy that expenses in any category that could be perceived as lavish or excessive will not be reimbursed or charged to the county purchasing card as such expenses are considered inappropriate by county government. Expenses that are not allowable include, but are not limited to, travel insurance, first class tickets or upgrades, airline seat upgrades, tips for maid or valet services, hired car travel, participation in sporting events, unapproved entertainment, movies, mini-bar items, damage to personal vehicles, theft and loss of goods, expenses for spouses, friends or relatives, laundry, cleaning or pressing of clothing, alcohol, valet.

6.10 Documentation. All requests to purchasing card changes and/or reimbursement requests shall be accompanied by supporting documentation necessary to justify that the expense is eligible and within reasonable expenditure guidelines. This documentation includes, but not limited to, itemized and detailed receipts.

6.11 Violation of Policy. If there is any violation of this policy no reimbursement of expenses will be allowed. Should the departmental credit card be used in violation of this policy, the employee will be required to reimburse the County for those expenses, or the credit card will be terminated.

7. ADMINISTRATIVE PROCEDURES: NONE

8. Administrator/ LEGAL COUNSEL REVIEW: The County Administrator has determined that this policy as submitted to the Board of Commissioners contains the necessary substance in order



to carry out the purpose of the 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 Administrator

Approved as to Legal Content:
Saginaw County Civil Counsel

ADOPTED: April 23, 2002

AMENDED: November 17, 2009; October 19, 2010; November 16, 2010; January 18, 2011;
March 22, 2022; November 19, 2024; January 21, 2025

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.3

JANUARY 21, 2025

Your committee considered Communication No. 1-21-8 from Mary Catherine Hannah, Saginaw County Administrator, requesting an amendment to the approved Fiscal Year 2024-2025 budget to fund the parking and wayfinding study previously approved by the Board of Commissioners.

We met with Administrator Hannah, who advised that the amendment will not have an impact on the General Fund. The Public Improvement Fund FY24/25 fund balance is \$1,250,744 of which she is requesting \$80,000 be allocated to the parking and wayfinding study.

We recommend the amendment to the approved FY24/25 budget and give authorization to the proper county officials to allocate \$80,000 of the Public Improvement Fund balance to the wayfinding study.

Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT

Christopher S. Boyd, Chair

John L. Kaczynski

Jack B. Tany

Tracey L. Slodowski, Vice-Chair

Michael A. Webster

5. **Labor Relations Committee – G. Little, Chair; S. Matthews, Vice-Chair**

5.1) **HON. DARNELL JACKSON**, re: Reinstatement of the Judicial Assistant position in the FY25 Budget to assist with the Virtual Backlog Reduction Docket program

5.2) **LABOR/CIVIL COUNSEL**, re: Approval of the Collective Bargaining Agreement between County of Saginaw and TPOAM – Circuit Court, Probate Court, District Court & Elected Officials

---Moved by Little, seconded by Slodowski, to approve 5.1; Motion carried.

---Moved by Little, seconded by Matthews, to approve 5.2; Motion carried.

FROM: COMMITTEE ON LABOR RELATIONS -- 5.1

JANUARY 21, 2025

The Labor Relations Committee considered Communication No. 1-21-10 from Circuit Court Judge Darnell Jackson, requesting the Judicial Assistant position be reinstated in the FY25 budget to assist with the Virtual Backlog Reduction Docket program, due to the State of Michigan awarding an additional amount of \$80,000 to continue the program through the end of 2025.

The committee met with Judge Jackson. Discussion was held.



We recommend the Judicial Assistant position be reinstated in the FY25 budget to assist with the Virtual Backlog Reduction Docket program and that the proper county officials are authorized to amend the budget and issue a PCN.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Gerald D. Little, Chair

Denny M. Harris

Jack B. Tany

Sheldon Matthews, Vice-Chair

Mark S. Piotrowski

FROM: COMMITTEE ON LABOR RELATIONS -- 5.2

JANUARY 21, 2025

Your Labor Relations Committee herewith submits the collective bargaining agreement between the County of Saginaw and all affected Co-Employers and TPOAM – Circuit Court, Probate Court, District Court & Elected Officials. The agreement covers the period commencing October 1, 2024 and ending September 30, 2027. The agreement has been formally ratified by the Union upon acceptance by the County. The financial implications of this agreement will be borne with funds within the existing, respective budgets. A summary of the main provisions is set forth below:

1. Duration of CBA – 3 years + (October 1, 2024 – September 30, 2027)
2. County proposes to amend the contract to provide that the probationary period may be extended at the request of the employer with notice to the union.
3. County proposes to delete the language contained in the contract regarding the implementation of the Compensation Study to later be determined by the Board.
4. Grievance Procedure:
 - County proposes to amend the contract to provide that if the grievance does not involve an action or determination by the department head (matter is benefit/salary related), then this matter will be determined by the Administrator’s Office.
 - County proposes to amend the contract to provide that the Chief Judge who oversees the court the employee is employed in will hear any appeal of an arbitration award. If the employee is not employed in a court, then the Chief Judges will decide which judge hears an appeal of any arbitration decision.
5. County proposes to amend the contract to provide that a Loudermill hearing will be scheduled prior to any suspensions, discharges, or separations of employment, if warranted by the circumstances of the separation.
6. Vacancies and New Positions: County proposes to amend the contract to provide the following language:

“Placement or advancement within the bargaining unit shall be based upon factors such as demonstrated ability, dependability, experience, education and/or training, and such other factors or qualifications that may be pertinent to the particular job vacancy or new position to be filled. The vacancy will be awarded to the applicant who possesses the best qualifications in the department head’s final judgement. However, the department head shall give



consideration to all bargaining unit applicants, who meet the minimum qualifications as posted. If the union and external candidates are equally qualified, preference will be given to the union candidate. Such decision of the department head shall be final and binding on all the parties.

7. County proposes to amend the contract to provide that eligible employees, who are less than regular full-time employees, shall accrue, at a minimum, paid time off in accordance with Michigan's Paid Medical Leave Act and pursuant to County Policy #341.
8. County proposes to coordinate language between the two workers' compensation sections of the contract.
9. County proposes to add the MOU language on District Court Judicial Assistants.
10. County proposes and the union has agreed to delete the "me too" clauses contained in the contract in Article 18, Sections 11 and 12.
11. County proposes to amend the contract to reflect that employees will comply with all County policies, except as provided by law.
12. County proposes to delete the DB Plan language, with the exception with what is needed to define how to qualify for retiree healthcare and to eliminate the zero percent (0%) contributions.
13. County proposes to delete the references to "fringes" as an adjective for benefits and the "he/she" references in the contract.
14. County proposes to amend the contract to provide that Medicare is secondary when the individual is employed and once retired, Medicare becomes primary.
15. County proposes to offer up to 2% on a retirement match. The employee would put money in a 457 account and the County would put money in a 401a account up to 2%.
16. Healthcare:
 - County proposes to amend the healthcare and retiree healthcare language currently in the contract.
 - County proposes to continue the high deductible health plan for the 2025 plan year.
 - Healthcare will be implemented as approved by the Union Management Committee and the Board of Commissioners.
17. Wages:
 - County proposes a 3% base wage increase for all three years of the contract, and eliminate any contingency on the budget stabilization fund.
 - County proposes a \$350 discretionary bonus.
18. County proposes various miscellaneous changes in the contract to include Administrator in place of Controller, add Administrative Assistant H/R Purchasing to list of excluded positions and permanent to the category for the County to pay insurance for permanent disability and death claims.
19. County proposes to amend the contract to have flex time and non-standard work hours if mutually beneficial to the employer and employee. Departments may also allow for remote work schedule per County Policy #347.



Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Gerald D. Little, Chair
 Denny M. Harris
 Jack B. Tany

Sheldon Matthews, Vice-Chair
 Mark S. Piotrowski

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

None

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

None

8. **Legislative Committee – G. Little, Chair; M. Webster, Vice-Chair**

None

9. **Intergovernmental Cooperation Committee – J. Tany, Chair; R. Spitzer, Vice-Chair**

None

10. **Committee Compensation**

1-21-25.1) December 8 – December 21, 2024

1-21-25.2) December 22 – January 4, 2024

- ***Commissioner Little moved, seconded by Commissioner Coney, to approve Committee Compensation Reports 1-21-25.1 & 1-21-25.2. Motion carried.***

COMMITTEE COMPENSATION 1-21-25.1

January 21, 2025

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held December 8, 2024 - December 21, 2024.

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	12/9/2024	Labor Relations Committee	Webster	\$50.00	1
			Matthews	\$50.00	1
			Harris	\$50.00	1
			Little	\$50.00	1
			Boyd	\$50.00	1
2	12/10/2024	Special Board Session <i>Boyd, Coney, Harris, Krafft, Little, Matthews, Piotrowski, Slodowski, Spitzer, Tany and Webster</i>	11 Present	\$550.00	11
3	12/12/2024	SC-CHAP	Coney	\$50.00	1
4	12/13/2024	MAC Environmental	Slodowski	\$50.00	1
	12/17/2024	Board Session <i>Boyd, Coney, Harris, Krafft, Little, Matthews, Piotrowski, Slodowski, Tany and Webster</i> Absent: Spitzer	10 Present	\$500.00	10



5	12/18/2024	Saginaw Zoo Board	Little	\$50.00	1
			Slodowski	\$50.00	1
6	12/18/2024	Economic Development Corp.*	Webster	\$50.00	1
7	12/18/2024	Animal Control Advisory Board	Slodowski	\$25.00	1
8	12/19/2024	Frankenmuth CVB	Krafft	\$50.00	1
		Local Emergency Planning			
9	12/19/2024	Committee	Tany	\$50.00	1
10	12/19/2024	Commission on Aging	Little	\$50.00	1
TOTAL				\$1,725.00	35

*Department Pay

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (12-20-24)

COMMITTEE COMPENSATION 1-21-25.2

January 21, 2025

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held December 22, 2024 - January 4, 2025.

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
NO MEETINGS THIS PAY PERIOD					
TOTAL				\$0.00	0

*Department Pay

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (1-3-25)

RESOLUTIONS

None

UNFINISHED BUSINESS

None

PROCLAMATIONS

None

APPOINTMENTS

Chairman Tany made the following appointments:

ANIMAL CONTROL ADVISORY COUNCIL *Terms Expire: December 31, 2027*
Tracey Slodowski, Cynthia Winiecke, and Jonna Scharf effective January 10, 2025

BROWNFIELD REDEVELOPMENT AUTHORITY
Timothy Morales and Rob Grose for terms to expire 12/31/27

COMMISSION ON AGING BOARD *Terms Expire: December 31, 2028*
Dist. #1 - Mary Speaker Dist. #7 - Martin "Marty" Warnick
Dist. #2 - Tammy Michael Dist. #8 - Exie Robinson
Dist. #3 - Tom McIntyre Dist. #9 - Vacant



Dist. #4 - Deanna Nigl
Dist. #5 - Terry Crevia
Dist. #6 - Julia Rohde

Dist. #10 - Prescilla Adams
Dist. #11 - Dennis Morrison

EAST MICHIGAN COUNCIL OF GOVERNMENTS

Mary Catherine Hannah, County Administrator

MATERIALS MANAGEMENT PLANNING COMMITTEE

Wesley Peterman appointed to replace Dennis Fent for a term to expire 12/31/29

ELECTIONS

Board of Health Saginaw

- ✓ ***Coney moved, seconded by Boyd, to reappoint Commissioner Sheldon Matthews for a term to expire December 31, 2028. Motion carried.***

HealthSource Saginaw

- ✓ ***Boyd moved, seconded by Kaczynski, to appoint Chairman Jack Tany, Vice-Chair Gerald Little, and Commissioner Tracey Slodowski to HealthSource for terms to expire December 31, 2025. Motion carried.***

Parks & Recreation Commission

- ✓ ***Coney moved, seconded by Little, to appoint Commissioner Sheldon Matthews, Demond Tibbs, and David Sommers for terms to expire January 1, 2028. Motion carried.***

CHAIR ANNOUNCEMENTS

- Chair Tany announced a huge job fair in the City of Saginaw on March 12, 2025 from 8:30 a.m. to 2:00 p.m. at the Andersen Enrichment Center. More information will be provided.

COMMISSIONER AUDIENCES

- ❖ Commissioner Slodowski presented County Clerk Vanessa Guerra with gifts from the board for her baby that is due in March.
- ❖ Commissioner Boyd stated that sitting in former Commissioner Dennis Krafft's chair makes him feel obligated to have lots of announcements, but he has none.
- ❖ Commissioner Kaczynski announced Snowfest in Frankenmuth from January 29th to February 2nd. He asked for prayers that temperatures remain below 32 degrees because of the trouble they've had with sculptures melting during the festival the last few years. Snowfest includes snow sculpting and ice carving competitions, children's activities, fireworks, petting zoo, entertainment, warming tent and more.
- ❖ Commissioner Slodowski announced the Animal Care & Control Surgical Center tentatively opening by April and that they will meet on February 7th to form a committee. She is excited and proud to be a part of it.
- ❖ Commissioner Coney announced that the Saginaw County Commissioners, along with the Saginaw County League of Women Voters and MSU Extension, have taken the initiative to promote youth involvement in government. They have set a standard and now several



municipalities in Saginaw County see the need to help youth develop their skills and are looking for ways to engage young people.

- ❖ Commissioner Piotrowski announced the Saginaw CRA Bankers Forum Financial Literacy Class on Tuesday, January 28, 2025 at 1:00 p.m., 2800 Holland Ave., Saginaw.
- ❖ Vice-Chair Little spoke of the Saginaw Community Food Club and Kitchen’s groundbreaking on January 16, 2025 that he and Chair Tany attended.

By Commissioner Harris, seconded by Commissioner Piotrowski: That the Board adjourn. Motion Carried. Thereupon, the Board adjourned at 5:36 p.m.

Respectfully Submitted,

SAGINAW COUNTY BOARD OF COMMISSIONERS

CHRISTOPHER S. BOYD
CHAIRMAN

VANESSA GUERRA
COUNTY CLERK

Prepared by: Renee Sharkey, Assistant Board Coordinator/Deputy Clerk
Suzy Koeplinger, Board Coordinator/Deputy Clerk