

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



JANUARY SESSION 2020

First Day of the January Session of the Board of Commissioners of Saginaw County, Michigan, held Thursday, January 2, 2020. The Board met pursuant to call of County Clerk Michael J. Hanley at 5:00 p.m.

County Clerk Michael J. Hanley served as Acting Chair pending the election of a Temporary Chair. He announced that pursuant to Article I of the Rules of the Saginaw County Board of Commissioners, on the first business day in January each year the election of permanent Chair and Vice-Chair shall be the first order of business. Deputy Clerk Suzy Koepplinger took roll and a quorum was present as follows:

PRESENT: *Kathleen K. Dwan, Cheryl M. Hadsall, Kirk W. Kilpatrick, Sheldon Matthews, Amos O'Neal, Carl E. Ruth, Charles M. Stack, and Michael A. Webster - 8*

ABSENT: *Kyle R. Harris, Dennis H. Krafft, and James G. Theisen - 3*

TOTAL: - 11

Commissioner Ruth opened the meeting with a prayer, followed by the Pledge of Allegiance to the Flag.

CLERK'S CALL OF SESSION

December 26, 2019

TO: SAGINAW COUNTY BOARD OF COMMISSIONERS

RE: Notice of January 2, 2020 Board Session

Honorable Commissioners:

Pursuant to Article I of the 2019 Rules, the Saginaw County Board of Commissioners will convene for their organizational meeting on Thursday, January 2, 2020 at 5:00 p.m. in the Board Chambers, Second Floor - Room 200, Saginaw County Governmental Center, 111 S. Michigan Avenue, Saginaw, Michigan. The Board will elect the Chair and Vice-Chair for the ensuing year.

Respectfully Submitted,

Michael J. Hanley, County Clerk

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.



ELECTION OF TEMPORARY CHAIR

Acting Chair Michael J. Hanley announced that nominations were now open for Temporary Chair. Commissioner Ruth placed in nomination the name of Commissioner Charles Stack. The Acting Chair called for further nominations; there were none. ***Commissioner Hadsall moved, seconded by Commissioner Kilpatrick, to close nominations and cast a unanimous ballot for Commissioner Stack as Temporary Chair and the motion carried.*** The Acting Chair announced that Commissioner Stack was elected Temporary Chair. Commissioner Stack took his seat at the table.

ELECTION OF CHAIR

Temporary Chair Stack thanked the Board for electing him Temporary Chair and outlined the procedures for selection of the Chair and Vice-Chair.

According to Section 3 of Public Acts of 1851, No. 156, as amended by Public Acts of 1973, No. 102, the first order of business is as follows: *"The Board of Commissioners at their first meeting in each year, choose one of their number as Chair and one of their number as Vice-Chair."* And according to Saginaw County Local Act 653 of 1905 and the Rules of the Board, it is stated that *"All officials, appointees, agents, and servants elected by the Board of 'Supervisors' of Saginaw County shall be elected by voice vote of the members of said board."*

Temporary Chair Stack opened nominations for permanent Chair of the Board. Commissioner Ruth placed in nomination the name of Commissioner Michael A. Webster; Temporary Chair Stack called for further nominations; there were none. ***By Commissioner Ruth, seconded by Commissioner Hadsall: That nominations be closed and the Clerk instructed to cast a unanimous ballot of the members present for Commissioner Michael A. Webster as Chair of the Board for the ensuing year. Motion carried.*** Chairman Webster took his designated seat.

CHAIRMAN MICHAEL A. WEBSTER

Chairman Webster thanked his colleagues for their support and confidence as Chairman of the Board of Commissioners. He stated goals he wants to achieve are to create more partnerships, such as the one we have with Central Michigan University Medical School, and the selection of a new site for the Saginaw County Animal Care & Control facility. He stated that the 1920s were emblematic of prosperity across the entire nation and that we have a similar situation in the 2020s in Saginaw County. We will have the same sense of prosperity if leaders come together with a collective mindset and focus on partnerships; by partnering with others inside and outside this building, as well as other organizations and even municipalities, we will become more efficient and more successful as a county. Partnerships bring innovation. He then announced the next order of business is to elect a Vice-Chair.



ELECTION OF VICE-CHAIR

Chairman Webster opened nominations for Vice-Chair. Commissioner Matthews placed in nomination the name of Commissioner Carl E. Ruth. The Chairman called for further nominations; there were none. ***By Commissioner Matthews, seconded by Commissioner Theisen: That nominations be closed and the Clerk instructed to cast a unanimous ballot of the members present for Commissioner Carl E. Ruth as Vice-Chair of the Board for the ensuing year. Motion carried.***

APPROVAL OF 2020 BOARD RULES

Chairman Webster asked for a motion to adopt the current 2020 Rules of the Board of Commissioners, with the meeting schedule for 2020, pending review by the Special Rules Committee to meet as needed. ***O’Neal moved, seconded by Kilpatrick, to approve the 2020 Rules of the Board. Motion carried.***

ANNOUNCEMENTS BY THE CHAIR

- Chairman Webster announced that commissioner committee assignments will remain the same for 2020 and will be distributed via email by the end of the week; that the Second Day's Session would be held Tuesday, January 21, 2020 at 5:00 p.m.; and that Gilbert & Smith is hosting a “Toast to the Chair” at JB Meinberg after this session and all are welcome to attend.

By Commissioner Kilpatrick, seconded by Commissioner Dwan: That the Board adjourn. Motion carried. Thereupon the Board adjourned at 5:10 p.m.

Respectfully Submitted,

SAGINAW COUNTY BOARD OF COMMISSIONERS

MICHAEL A. WEBSTER, CHAIRMAN

MICHAEL J. HANLEY, CLERK

Prepared by: Suzy Koeplinger, Deputy County Clerk



Second Day of the January Session of the Board of Commissioners of Saginaw County, Michigan, held Tuesday, January 21, 2020. The Board met pursuant to adjournment at 5:00 p.m. with the Honorable Michael A. Webster in the Chair. Deputy Clerk Suzy Koepplinger took roll, quorum present as follows:

PRESENT: Kathleen K. Dwan, Cheryl M. Hadsall, Kirk W. Kilpatrick, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 9

ABSENT: Kyle R. Harris, Dennis H. Krafft - 2

TOTAL: - 11

Commissioner O’Neal opened the meeting with a prayer, followed by the Pledge of Allegiance to the Flag.

APPROVAL OF MINUTES

Commissioner Hadsall moved, seconded by Commissioner Dwan, to approve the December 17, 2019 Board Session Minutes. Motion carried.

CLERK’S CALL OF SESSION

January 10, 2020

TO: SAGINAW COUNTY BOARD OF COMMISSIONERS

RE: Notice of January 21, 2020 Board Session

Honorable Commissioners:

The Saginaw County Board of Commissioners will convene for its Second Day's Session on Tuesday, January 21, 2020 at 5:00 p.m. in the Board Chambers, Second Floor - Room 200, Saginaw County Governmental Center, Saginaw, Michigan.

Respectfully Submitted,

Michael J. Hanley, County Clerk

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.

AUDIENCES

- Chairman Webster invited Christina Harrington, Health Officer, and Leslie Davenport, Accountant I, from the Saginaw County Health Department, to present the Health Department’s 2018 Annual Report. The video was produced in-house using talented staff and is published as a link/video on the Health Department’s website.
- City of Saginaw Mayor Floyd Kloc, appearing on his own behalf, expressed concerns regarding the proposed location(s) of a new Animal Care & Control building. He asserted his opinion that the current jail could be converted into a shelter, saving money on demolition costs and saving space in a landfill. He stated the Animal Shelter is mostly needed in the city and the reasons are that it makes fiscal, environmental and common sense.



- City Councilman John Milne expressed his belief that Animal Care & Control is a service and the largest user of that component is lost if the facility is built outside the City of Saginaw. The Davenport site is his favorite as it is a good, centralized location. People want more emphasis on adoption.

LAUDATORY RESOLUTIONS/PROCLAMATIONS

**Certificate of Recognition
Robert Scherzer
“The Voice of the Bulldogs!”**

It’s the distinctive voices announcing games that add a buzz to the experience. Many times people can miss seeing a play or penalty on the field, but they can hear. Announcers have to be fair to both sides. Robert Scherzer is more than an announcer; he is more of a master of ceremonies. He IS the voice of the Bulldogs! Robert has been at the microphone for 55 years! He began teaching at St. Charles High School in 1964 and, one year later, he began announcing St. Charles sporting events.

Recently, the St. Charles Board of Education proclaimed that the press box, located at Bulldog Stadium at St. Charles High School, be named the ROBERT SCHERZER PRESS BOX and is well deserved. Robert retired as a teacher in 1994 and was the first St. Charles Cross Country Coach. Even though he’s retired, Robert continues to reserve Friday nights for football, driving from his home in Freeland to St. Charles. He has seen plenty of ups and downs during his years as an announcer. Highlights of his career include the 1999 State Championship game where he did some announcing during half-time at the Pontiac Silverdome and at the high school all-star game at Spartan Stadium.

As the football players are warming up, Robert is in the press box looking over the rosters and learning the correct pronunciations. His preparation for the game has been the same since 1965. Robert does not do the job alone. He counts on the spotters to give him the information about the plays on the field. His dedication to St. Charles Schools is second to none.

The Saginaw County Board of Commissioners congratulates Robert Scherzer for 55 years of being “The Voice of the Bulldogs” and thanks him for his dedication as an educator and the master of ceremonies!

Respectfully Submitted,
**Saginaw County
Board of Commissioners**
Michael A. Webster
Chair, District #11

Presented & Adopted: January 21, 2020

Kyle R. Harris
Commissioner, District #6

PETITIONS AND COMMUNICATIONS

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

- 1-21-1** **MOSQUITO ABATEMENT COMMISSION** submitting its 2019 Annual Report.
-- Human Services (*Receive & File*)



- 1-21-2** **CONTROLLER/CAO** submitting a Status Report on the Saginaw County Adult Detention & Sheriff Administration Building Project.
-- Courts & Public Safety (*Receive & File*)
- 1-21-3** **HEALTH DEPARTMENT** requesting waiver of the hiring freeze to fill the vacant positions of Office Assistant II, Health Technician, and Accountant I.
-- Labor Relations (**1-21-5.1**)
- 1-21-4** **SHERIFF** requesting to purchase a road patrol vehicle and lease an unmarked vehicle up to \$16,000 for a total cost of \$47,000 using funds received from the sale of a pickup truck and insurance proceeds.
-- Courts & Public Safety
- 1-21-5** **SHERIFF** requesting waiver of the hiring freeze to fill a vacant road patrol deputy.
-- Labor Relations (**1-21-5.1**)
- 1-21-6** **SHERIFF** requesting to purchase a road patrol vehicle and lease an unmarked vehicle up to \$16,000 for a total cost of \$47,000 using funds received from the sale of a pickup truck and insurance proceeds.
-- Budget/Audit (**1-21-4.2**)
- 1-21-7** **CIVIL COUNSEL** submitting for approval a Memorandum of Understanding and Agreement between The County of Saginaw and Saginaw County Trial Court regarding employees and exemption from some county policies.
-- Labor Relations (**1-21-5.3**)
- 1-21-8** **TREASURER/CONTROLLER** sending the electronic transactions and voucher payments transmittal form for the month of October 2019.
-- Budget/Audit (**1-21-4.1**)
- 1-21-9** **TREASURER/CONTROLLER** sending the electronic transactions and voucher payments transmittal form for the month of November 2019.
-- Budget/Audit (**1-21-4.1**)
- 1-21-10** **MAINTENANCE** requesting waiver of the hiring freeze to fill a vacant Custodial Worker T6 position.
-- Labor Relations (**1-21-5.1**)
- 1-21-11** **PERSONNEL DIRECTOR** submitting the December 2019 Employment Status Report.
-- Labor Relations (*Receive & File*)
- 1-21-12** **CONTROLLER/MANAGEMENT ASSISTANT** requesting support for decisions made to deny various Wellness Activity Reimbursement claims made pursuant to County Policy #353.
-- Labor Relations (**1-21-5.2**)
- 1-21-13** **CONTROLLER** submitting a communication from special legal counsel, Jamie Farrell of Weitz & Luxenberg, recommending acceptance of proposed settlement terms related to class action opioid litigation; further, approval to authorize and direct the Chairman and Controller to approve any future settlement offers associated with this litigation
-- Executive (*Privileged & Confidential*)
- 1-21-14** **COMMISSION ON AGING** requesting waiver of the hiring freeze to fill a vacant position of Kitchen Assistant (PT).
-- Labor Relations (**1-21-5.1**)

INITIATORY MOTIONS

None



REPORTS OF COMMITTEES

1. **Human Services Committee – A. O’Neal, Chair; J. Theisen, Vice-Chair**
None
2. **Courts and Public Safety Committee – C. Hadsall, Chair; K. Kilpatrick, Vice-Chair**
None
3. **County Services Committee – C. Stack, Chair; C. Hadsall, Vice-Chair**
None
4. **Budget Audit Subcommittee – D. Krafft, Chair; A. O’Neal, Vice-Chair**
 - 4.1) **TREASURER/CONTROLLER**, re: Claims for October and November 2019
 - 4.2) **SHERIFF**, re: Approval to amend the Sheriff’s FY 2020 Budget by increasing revenue and expenses to purchase a road patrol vehicle and lease an unmarked vehicle up to \$16,000 using \$47,000 in funds received from the sale of a pickup truck and insurance proceeds from a totaled vehicle
 - ***O’Neal moved, seconded by Theisen, to approve 4.1. Motion carried.***
 - ***O’Neal moved, seconded by Ruth, to approve 4.2. Motion carried.***

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.1

JANUARY 21, 2020

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>
1-21-8	Electronic Transactions	October 1 – 31, 2019	\$ 9,337,463.63
	Voucher Payments	October 1 – 31, 2019	\$28,965,078.30
1-21-9	Electronic Transactions	November 1 – 30, 2019	\$ 7,674,055.69
	Voucher Payments	November 1 – 30, 2019	\$ 6,858,179.36

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
James G. Theisen
Michael A. Webster

Amos O’Neal, Vice-Chair
Carl E. Ruth



FROM: COMMITTEE ON BUDGET/AUDIT -- 4.2

JANUARY 21, 2020

Your Budget/Audit Committee considered Communication No. 1-21-6 from William L. Federspiel, Sheriff, requesting the purchase of a road patrol vehicle and to lease an unmarked vehicle up to \$16,000 using \$47,000 in funds received from the sale of a pickup truck and from our insurance provider for the value of a totaled out patrol car.

We met with Undersheriff Gomez who informed the committee of two recent Sheriff Department vehicle accidents, one involving a deer and one involving personal injury. Funds for this proposed purchase are available from the insurance payout and the sale of a pickup truck unrelated to the vehicle accidents.

We recommend approval to amend the Sheriff's FY 2020 Budget by recognizing the increase in revenue and expenses to purchase a road patrol vehicle and to lease an unmarked vehicle up to \$16,000 using \$47,000 in funds received from the sale of a pickup truck and from our insurance provider for the value of a totaled out patrol car.

Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair

James G. Theisen

Michael A. Webster

Amos O'Neal, Vice-Chair

Carl E. Ruth

5. **Labor Relations Subcommittee – K. Kilpatrick, Chair; C. Stack, Vice-Chair**

- 5.1) **VARIOUS DEPARTMENTS**, re: Approval to waive the hiring freeze for positions at the Health Department, Sheriff's Office, Maintenance and Commission on Aging
- 5.2) **EXECUTIVE MANAGEMENT ASSISTANT**, re: Approval to override the recommendation of the Controller's Office and, further, grant the appeal and reimburse Laurasue Holcomb the full amount of \$200 for her Wellness Activity Reimbursement claim
- 5.3) **CIVIL COUNSEL**, re: Requesting approval of a Memorandum of Understanding and Agreement between the County of Saginaw and Saginaw County Trial Court

(Added after Special Labor Relations Committee held prior to Board Session)

- 5.4) **PERSONNEL SPECIALIST**, re: Approval of revisions to County Policy #343 titled "Employee Insurance" which deletes reference to specific plan providers
- 5.5) **CIVIL/LABOR COUNSEL**, re: Approval of Collective Bargaining Agreement with POAM – Sheriff Unit 1 (312 eligible)

- ***Kilpatrick moved, seconded by Stack, to approve 5.1 through 5.5 leaving room for exceptions. There were no exceptions and the motion carried.***

FROM: COMMITTEE ON LABOR RELATIONS -- 5.1

JANUARY 21, 2020

Your Labor Relations Committee considered Communication Nos. 1-21-3, 1-21-5, 1-21-10, and 1-21-14 from various elected officials and department heads requesting waiver of the hiring freeze and approval to fill vacant positions in their respective departments as follows:



<u>Requestor</u>	<u>Department</u>	<u>Position(s)</u>
Christina Harrington	Health Department	Office Asst II, Health Technician, Accountant I
Undersheriff Gomez	Sheriff’s Office	Road Patrol Deputy
Bernie Delaney	Maintenance	Custodian T6
Jessica Sargent	Commission on Aging	Kitchen Assistant (PT)

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

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair
Kyle R. Harris
Michael A. Webster

Charles M. Stack, Vice-Chair
Sheldon Matthews

FROM: COMMITTEE ON LABOR RELATIONS -- 5.2

JANUARY 21, 2020

Your Labor Relations Committee considered Communication No. 1-21-12 from Tanika Williams, Executive Management Assistant, requesting support for decisions made to deny various Wellness Activity Reimbursement claims made pursuant to County Policy #353.

We met with Ms. Williams who asked for support in regard to decisions she made to deny employees who have submitted altered and undetailed documentation or who did not submit a receipt confirming payment from their wellness facilities. Of the 200+ claims received, only a handful were denied for various reasons. County employee Lurasue Holcomb appeared before the committee and submitted an appeal of the denial of her full claim. Discussion was held and a motion was made to grant her appeal. Further discussion regarding County Policy #353 will occur in the future.

We recommend approval to override the recommendation from the Controller’s Office and, further, grant the appeal and reimburse Lurasue Holcomb the full amount of \$200 for her Wellness Activity Reimbursement claim.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair
Kyle R. Harris
Michael A. Webster

Charles M. Stack, Vice-Chair
Sheldon Matthews

FROM: COMMITTEE ON LABOR RELATIONS -- 5.3

JANUARY 21, 2020

Your Labor Relations Committee considered Communication No. 1-21-7 from David Gilbert, County Civil Counsel, recommending the Board of Commissioners adopt a Memorandum of Understanding (MOU) between the Saginaw County Trial Court and the Saginaw County Board of Commissioners.

We met with Mr. Gilbert and he explained that this is a continuation of the MOU approved by the Board of Commissioners in 2019. He explained that he is asking for approval to continue the MOU under the term of Chief Judge, Hon. Darnell Jackson, who replaced Judge McGraw effective January 1, 2020. Discussion was held regarding the request by the Courts to be recognized as independent and exempt from certain County policies. A Memorandum of Understanding was prepared by Civil Counsel that, in summary, pertains to the hiring freeze, rehiring of retirees, and transferring funds between line items.



We recommend approval of the Memorandum of Understanding between the Saginaw County Trial Court and the Saginaw County Board of Commissioners with an effective date of January 21, 2020 – December 31, 2021.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair
Kyle R. Harris
Michael A. Webster

Charles M. Stack, Vice-Chair
Sheldon Matthews

FROM: COMMITTEE ON LABOR RELATIONS -- 5.4

JANUARY 21, 2020

Your Labor Relations Committee considered Communication No. 1-21-15 from Kristina Rubis, Personnel Specialist, submitting revisions to County Policy #343 titled “Employee Insurance” which deletes reference to specific plan providers.

We met with Ms. Rubis who informed the committee that, in an effort to make the policy language generic versus health insurance company specific, revisions to the policy were necessary. (Note that the revisions submitted and approved at the December 17, 2019 Board Session are VOID). We recommend approval of revisions to County Policy #343 titled “Employee Insurance” as submitted. Further, approval to VOID the revisions made at the December 17, 2019 board session.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair
Kyle R. Harris
Michael A. Webster

Charles M. Stack, Vice-Chair
Sheldon Matthews

Category: 300

Number: 343

Subject: EMPLOYEE INSURANCE

1. **PURPOSE:** The purpose of this policy is to establish a County insurance policy, thereby improving the health and well-being of Saginaw County employees
2. **AUTHORITY:** The Saginaw County Board of Commissioners.
3. **APPLICATION:** The rules and regulations herein set forth apply to all non-union employees only paid by Saginaw County and any other circumstance not covered by a collective bargaining agreement, pursuant to Policy #301.
4. **RESPONSIBILITY:** The Controller/CAO shall be responsible for the implementation and administration of this policy.
5. **DEFINITIONS:** NONE



6. POLICY:

6.1 Health Insurance. Health insurance shall be provided to regular full-time and regular part-time employees and their dependents (as defined by the plan administrator) effective on the first billing date subsequent to completion of sixty (60) days of qualifying service.

~~6.1.1 New hires or employees who were not eligible for health insurance benefits on or after January 1, 1993, must be of regular full-time status to become eligible for health insurance coverage. Health insurance eligible employees hired prior to March 1, 2005 are eligible for Blue Cross Blue Shield of Michigan (BCBSM) Community Blue 1 (CB1) and will pay 10% of the premium, or Community Blue 8 (CB8) and will pay 0% of the premium.~~

6.1.1 Current employees who were hired on or after January 1, 1993, must be of full-time status as defined by the Federal Patient Protection and Affordable Care Act to become eligible for health insurance coverage. Employees may choose from all health options available. The lowest deductible health plan (Plan A) has a 10% premium share. Should the premium exceed the Hard Cap established in PA 152 of 2011, employees would be responsible for either 10% premium share or the difference between the premium and the Hard Cap, whichever is greater.

Health insurance eligible employees hired on or after March 1, 2005 ~~will~~ are be eligible for the base health plan (Plan B) option, as well as any plan that may be established as Plan C. Employees may elect to purchase or "buy up" to Plan A by paying the actual difference in monthly cost between the base plan (Plan B) and Plan A, plus any administrative expenses as determined exclusively by the County Controller's Office. ~~to receive BCBSM CB8 health insurance only. During an open enrollment period employees hired on or after March 1, 2005 may elect to purchase, or "buy up" to BCBSM Community Blue 1 or HealthPlus HMO III options at a cost equal to the actual difference plus any administrative expenses, as determined exclusively by the County Controller's Office, between CB8 and coverage elected by the employee.~~

All employee health insurance contribution rates noted above are subject to requirements established by State of Michigan Public Act 152 of 2011 (PA 152 of 2011,) the Publicly Funded Health Insurance Contribution Act.

6.2 Dental Insurance. Dental Insurance shall be provided to regular full-time employees and their eligible dependents (as defined by the plan administrator) effective the first billing date subsequent to completion of six (6) months of qualifying service.



- 6.3 Optical Insurance. Optical Insurance shall be provided to regular full-time employees and their eligible dependents (as defined by the plan administrator) effective the first billing date subsequent to completion of six (6) months of qualifying service.
- 6.4 Life Insurance. Life insurance shall be provided to regular full-time employees upon completion of six (6) months of qualifying service.
- 6.5 Insurance Coverage and Premium Cost Shares. The Board of Commissioners will designate the level of all insurance coverage provided and the premium cost shares which are required to be paid by subscribers. County expense is the employer share established by the Board of Commissioners in accordance with P.A. 152 of 2011.
- 6.6 Dual Coverage. No person shall be eligible for dual coverage as both a subscriber and a dependent for any insurance coverage paid with Saginaw County funds.
- 6.7 Continuation of Insurance.
- 6.7.1 Health: In the event of disability leave, health insurance will continue for the entire period up to one (1) year, but requires the regular employee co-pay contribution to remain in effect. In the event of a leave of absence (except FMLA leaves), health insurance shall continue in effect at County expense until the end of the month in which the leave began. In the event of a layoff, health insurance shall continue in effect at County expense until the end of the month following the month in which the layoff occurred. The term "County expense" shall be in accordance with paragraph 6.5.
- 6.7.2 Dental: For a leave of absence (except FMLA leaves), dental coverage will continue in effect at County expense until the end of the month in which the leave began. In the event of a layoff, dental coverage shall continue in effect at County expense until the end of the month following the month in which the layoff occurred. In the event of disability, refer to paragraph 6.1 of the Disability Leave Policy. (Policy #361)
- 6.7.3 Optical: In the event of a leave of absence (except FMLA leaves), optical coverage will continue in effect at County expense until the end of the month in which the leave began. In the event of a layoff, optical coverage shall continue in effect at County expense until the end of the month following the month in which the layoff occurred. In the event of disability, refer to 6.1 of the Disability Leave Policy. (Policy #361)
- 6.7.4 Life: Coverage will continue commensurate with the terms of the employer's policy.



6.7.5 In the event of an unpaid leave of absence, certain coverage may be continued at the employee's expense if requested in accordance with Federal Law. Failure to pay said premiums will result in termination of coverage.

6.8 Separation from Employment. Upon separation from employment other than retirement or as noted in Section 6.7, all insurance coverage will terminate on the last day of the month in which the separation occurs. Certain coverage may be continued at the employee's expense if requested in accordance with Federal Law.

6.9 Option to Health Insurance Coverage. An employee who is eligible for enrollment in a County health insurance program may choose to receive one hundred-fifty dollars (\$150.00) per month in lieu of such insurance coverage; provided, however, the employee provides proof of another source of insurance and signs a statement attesting to said insurance coverage and is not covered as a dependent on a County paid health plan.

6.9.1 If an employee's status changes such that he/she is no longer eligible for coverage under another policy (divorce, death of spouse, etc.) the employee may reenter County coverage subject to the terms and conditions of the plan administrator. In the event that a lapse in coverage occurs due to the employee not notifying the County in a timely manner, or for any other reason not directly attributable to the County, the County shall in no way be held liable for health coverage during such lapse.

6.10 Compliance with Laws. It is the intent of the County that this policy comply with the Federal Patient Protection and Affordable Care Act (PPACA.) Any provisions of this policy that are in conflict with PPACA shall be superseded thereby. It is also the intent of the County that this policy comply with PA 152 of 2011. Any provisions of this policy that are in conflict with PA 152 of 2011 shall be superseded thereby.

7. ADMINISTRATIVE PROCEDURES: NONE

8. CONTROLLER/CAO LEGAL COUNSEL REVIEW: The Controller/CAO has determined that this policy as submitted to the Board of Commissioners contains the necessary substance in order to carry out the purpose of 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 Controller/CAO

Approved as to Legal Content:
Saginaw County Civil Counsel

ADOPTED: April 23, 2002

AMENDED: October 12, 2004; February 22, 2005; September 22, 2009; November 17, 2009; August 24, 2010; September 17, 2013; November 19, 2013; October 20, 2015; October 18, 2016; **January 21, 2020**



FROM: COMMITTEE ON LABOR RELATIONS -- 5.5

JANUARY 21, 2020

Your Labor Relations Committee herewith submits the collective bargaining agreement between the County of Saginaw and all affected Co-Employers and **POAM – 312 Eligible (Deputies)**. The agreement covers the period commencing January 2020 and ending September 30, 2022. 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:

Negotiations were conducted with **POAM 312 ELIGIBLE (DEPUTIES)** as follows:

1. Duration of CBA – 3 years (January 2020 – September 30, 2022).
2. Proposed amendment to Article 3 providing for the discretionary authorization for deduction of dues for membership in the Union.
3. Proposed amendment to Article 6, Section 1 to provide that a representative from the Saginaw County Personnel Department will attend any grievance meeting and a copy of the grievance will also be provided to the Saginaw County Personnel Department.
4. Proposed amendment to Article 11, Section 6 to reference the current Leave of Absence Policy No. 363 as amended on November 20, 2018.
5. Proposed amendment to Article 12, Section 4 to provide that if a vacancy occurs in shift assignments in less than six (6) months from the date of the assignment, it will not require that a staffing table be circulated but the Employer has the authority to place someone in that vacancy. This is a temporary move until the next shift pick.
6. Proposed amendment to Article 14, Section 1 to allow for the accrual of PTO for employees less than regular full-time employees as defined under Michigan’s Paid Medical Leave Act and shortening the eligibility time from six (6) months to thirty (30) days for employees covered by that Act.
7. Proposed amendment to Article 14, Section 4(e)(1)(a) to remove the reference to consideration being given to shortages caused by those on accumulated compensatory days.
8. Proposed amendment to Article 14, Section 5 to provide that PTO will be paid at the current rate of the employee at the time it is used or paid, when the employment is severed.
9. Proposed amendment to Article 14, Section 9 providing that the Employer is not compelled to call employees off on PTO and vacation for overtime, unless the employee gives notice that they are available on vacation and can be called.
10. Proposed amendment to Article 14, Section 13 to allow employees to donate PTO only to fellow Deputies in personal or family situations and subject to IRS tax regulations.
11. Proposed amendment to Article 15, Section 1, Section 4 and Section 9 to eliminate light duty assignments for non-work related injuries.
12. Proposed amendment to Article 17 - Health Insurance:
 - Proposed amendment to Section 1 to provide that current employees and new employees who leave the health insurance plan of the County may re-enroll during Open Enrollment or in accordance with IRS regulations.



- Proposed amendment to Section 1 to change the language to provide that new employees may also be offered additional health insurance plans at the sole option of the Employer, which may be chosen during open enrollment and at the time of hire.
 - Proposed amendment to Section 2 proposing a three (3) year limit on the duration the County will continue to pay the health insurance premium for employee and dependents when employee is disabled or fatally injured at work and such premium will be subject to employee co-pays.
 - Proposed amendment to Section 4 to change the language in the first paragraph before Table A and the last paragraph after Table A to insert the word “retiree” in front of health coverage.
 - Lowest deductible health Plan A
 - Base Plan B
 - PA 152 Hard Cap commitment for all three years.
 - Addition of orthodontic services to dental coverage. Coverage is 50% with a \$1,500 maximum per person total per lifetime.
 - Proposed amendment to Section 11 providing that the dental coverage and health coverage are subject to co-pays and the appropriate employee cost share.
 - Proposed amendment to Section 13 making the language generic in referencing an attached Vision Benefit Summary. The amendment would also reserve to the Employer the right to change carriers by providing comparable coverage with a carrier for reasons of cost or service.
13. Proposed amendment to Article 18, Section 1 to provide that laid off employees will be given the first opportunity to fill part-time/temporary positions and if recalled, shall be paid at the rate of pay consistent with those positions.
14. Proposed amendment to Article 19, Section 8 to delete the reference to “police” in the third line of the paragraph.
15. Proposed amendment to Article 19, Section 16 for employees directed to work above their classification. Employees will be paid at the lowest merit step in the new pay grade at least 5% above the salary they are currently receiving. Employees will be required to keep a log of their actual time and submit same to their Department Head for actual time worked and tasks performed, and employees will be paid at the higher rate of pay accordingly.
16. Proposed amendment to Article 19, Section 21 providing that a Detective on-call for the weekend will be available one day of that weekend to meet with the Prosecutor to sign warrants. In addition they will not be able to work security overtime detail.
17. Proposed amendment to Article 19, Section 22 to add language providing for once a year inspection of lockers that are supposed to be vacant with notice to the employee.
18. Proposed amendment to Article 22 to eliminate the zero percent contribution options on the DC Plan.
19. Proposed amendment to Article 25 to provide that Bereavement Leave for employees hired after the effective date of the contract will follow revised County Policy No. 362, as amended on November 20, 2018.



20. Article 29 - Wages:

- 2019 – 2020 – 2% base wage increase.
- 2020 – 2021 – 2% base wage increase.
- 2021 – 2022 - up to 2% base wage increase contingent on Budget Stabilization Fund.
- \$.25 shift differential to those members of the bargaining unit whose shift begins at 1745 hours for all hours worked on that shift, contingent upon a Sheriff's millage renewal and increase. The differential does not include overtime shift or overtime details.
- Eliminate the Deputy wage scale and adopt the Detective wage scale (DO2) beginning with Step 1, which represents an individual classification market value adjustment and not an across the board wage increase.
- Increase in wage rate retroactive to 10/1/19.

We recommend approval of the agreement between the County of Saginaw and all affected Co-Employers and **POAM – 312 Eligible (Deputies)** as outlined above; further, authorize the proper County officials to sign the appropriate documents and make the necessary budget adjustments.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair

Kyle R. Harris

Michael A. Webster

Charles M. Stack, Vice-Chair

Sheldon Matthews

6. **Executive Committee – M. Webster, Chair**

6.1) **CONTROLLER/CAO**, re: Approval to ratify actions of special legal counsel associated with opioid litigation proposed settlements; further, to authorize and direct the Chairman and Controller to approve future settlements upon advice of counsel

- ***Hadsall moved, seconded by Stack, to approve 6.1. Motion carried.***

FROM: EXECUTIVE COMMITTEE -- 6.1

JANUARY 21, 2020

Your Executive Committee considered Communication No. 1-21-13 from Robert Belleman, Controller/CAO, requesting approval of a proposed confidential settlement associated with opioid litigation.

We met in closed session with the Controller/CAO who indicated our special legal counsel, Jamie Farrell of Weitz & Luxenberg, has recommended the County of Saginaw approve and accept the proposed settlement terms associated with one of the defendants involved in this class action litigation.

We recommend approval to ratify the actions of our special legal counsel, Weitz & Luxenberg, in accepting the proposed settlement in accordance with their recommendations. Further, recommending approval to authorize and direct the Chairman and Controller to approve any future settlement offers associated with this litigation in accordance with special legal counsel advice.



Respectfully Submitted,
EXECUTIVE COMMITTEE

Michael A. Webster, Chairman
Cheryl M. Hadsall
Dennis H. Krafft

Amos O’Neal
Charles M. Stack

7. **Legislative Subcommittee – K. Kilpatrick, Chair; S. McInerney, Vice-Chair**
None

8. **Intergovernmental Cooperation Committee – J. Theisen, Chair; C. Stack, Vice-Chair**
None

9. **Committee Compensation**

- 1-21-20.1) December 1, 2019 – December 14, 2019
- 1-21-20.2) December 15, 2019 – December 28, 2019
- 1-21-20.3) December 29, 2019 – January 11, 2020

- ***By Commissioner Kilpatrick, seconded by Commissioner Dwan: That Committee Compensation Reports 1-21-20.1, 1-21-20.2 and 1-21-20.3 be received, not read, and the recommendations contained therein adopted. Motion carried.***

COMMITTEE COMPENSATION - 1.21.20.1

January 21, 2020

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held December 1 - December 14, 2019

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	12/02/19	Human Services Committee	O'Neal	\$50.00	1
			Theisen	\$50.00	1
			Matthews	\$50.00	1
			Ruth	\$50.00	1
			Webster	\$50.00	1
2	12/03/19	Courts & Public Safety Committee	Hadsall	\$50.00	1
			Kilpatrick	\$50.00	1
			Dwan	\$50.00	1
			O'Neal	\$50.00	1
			Webster	\$50.00	1
3	12/04/19	Crime Prevention Council	Ruth	\$50.00	1
4	12/04/19	9-1-1 Communications Authority	Matthews	\$50.00	1
5	12/04/19	County Services Committee	Stack	\$50.00	1
			Hadsall	\$50.00	1
			Harris	\$50.00	1
			Krafft	\$50.00	1
			Webster	\$50.00	1
6	12/05/19	LEPC	Theisen	\$50.00	1



Board of Commissioners – January 21, 2020

7	12/05/19	Airport Committee	Krafft	\$50.00	1
			Matthews	\$50.00	1
			O'Neal	\$50.00	1
8	12/05/19	Budget/Audit Committee	Krafft	\$25.00	1
			O'Neal	\$25.00	1
			Theisen	\$25.00	1
			Ruth	\$50.00	1
			Webster	\$50.00	1
9	12/06/19	MAC Finance Committee/Lansing	Krafft	\$50.00	1
10	12/06/19	Saginaw Future Board	Webster	\$50.00	1
11	12/09/19	Labor Relations Committee	Kilpatrick	\$50.00	1
			Stack	\$50.00	1
			Harris	\$50.00	1
			Matthews	\$50.00	1
			Webster	\$50.00	1
12	12/10/19	Community Corrections Advisory Board	Theisen	\$50.00	1
13	12/10/19	Budget/Audit Committee - Special	Krafft	\$50.00	1
			O'Neal	\$50.00	1
			Theisen	\$25.00	1
			Ruth	\$50.00	1
			Webster	\$50.00	1
14	12/11/19	Committee of the Whole-SCAO Presentation Dwan, Matthews, O'Neal, Ruth, Stack, Theisen, Webster <i>Absent: Hadsall, Harris, Kilpatrick, Krafft</i>	7 Present	\$350.00	7
15	12/12/19	SC-CHAP	Matthews	\$50.00	1
16	12/13/19	MAC Environmental/Lansing	Webster	\$50.00	1
TOTAL				\$2,300.00	48

Respectfully Submitted, Suzy Koepplinger, Board Coordinator (12-13-19)

COMMITTEE COMPENSATION - 1.21.20.2

January 21, 2020

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held December 15 - December 28, 2019.

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	12/16/19	MAC Transportation/Lansing	Webster	\$50.00	1
2	12/16/19	Environmental Health Board of Appeals	Krafft	\$50.00	1
3	12/17/19	Board Session	11 Present	\$550.00	11
		Dwan, Hadsall, Harris, Kilpatrick, Krafft, Matthews, O'Neal, Ruth, Stack, Theisen, Webster			
4	12/18/19	GLB Regional CVB/Bay City	Ruth	\$50.00	1



Board of Commissioners – January 21, 2020

5	12/18/19	Saginaw Valley Zoological Society	Matthews	\$50.00	1
			O'Neal	\$50.00	1
6	12/19/19	Commission on Aging	Stack	\$50.00	1
7	12/19/19	City/County/School Liaison Committee	Stack	\$25.00	1
			Ruth	\$50.00	1
TOTAL				\$925.00	19

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (12-27-19)

COMMITTEE COMPENSATION - 1.21.20.3

January 21, 2020

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held December 29, 2019 - January 11, 2020

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	01/02/20	Organizational Board Session Dwan, Hadsall, Kilpatrick, Matthews, O'Neal, Ruth, Stack, Webster <i>Absent: Harris, Krafft, Theisen</i>	8 Present	\$400.00	8
2	01/06/20	Human Services Committee	O'Neal	\$50.00	1
			Theisen	\$50.00	1
			Matthews	\$50.00	1
			Ruth	\$50.00	1
			Webster	\$50.00	1
3	01/07/20	Courts & Public Safety Committee	Hadsall	\$50.00	1
			Dwan	\$50.00	1
			O'Neal	\$50.00	1
			Webster	\$50.00	1
4	01/08/20	Crime Prevention Council	Ruth	\$50.00	1
5	01/09/20	Budget/Audit Committee	O'Neal	\$50.00	1
			Theisen	\$50.00	1
			Ruth	\$50.00	1
			Webster	\$50.00	1
6	01/10/20	Saginaw Future	Webster	\$50.00	1
TOTAL				\$1,150.00	23

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (1-10-20)

RESOLUTIONS

None

UNFINISHED BUSINESS

None



PROCLAMATIONS

None

ELECTIONS

- Theisen moved, seconded by Kilpatrick, to elect Cheryl Hadsall and Amos O’Neal to the **Board of Health** for terms that expire December 31, 2020. Motion carried.
- Kilpatrick moved, seconded by Dwan, to consent to the election of Michael Webster, Cheryl Hadsall, and Carl Ruth to **HealthSource Saginaw, Inc.** for terms that expire December 31, 2020. Motion carried.
- Dwan moved, seconded by Hadsall, to reappoint Dr. Russell Bush (MIFSM) as the **Medical Examiner** for a term that expires May 31, 2022. Motion carried.

APPOINTMENTS

Airport Committee	-	Krafft, Matthews, O’Neal
Americans with Disabilities Act Committee	-	Hadsall, Kilpatrick (Virtue of Office)
Brownfield Redevelopment Authority	-	Stack (CSC Chair)
Castle Museum Board of Directors	-	Hadsall
City/County/School Liaison	-	Dwan, Ruth, Stack
Commission on Aging Liaison	-	Stack
Communications Center – 911 Authority	-	Matthews, Theisen (Chair Designee)
Community Action Committee	-	O’Neal
Community Corrections Advisory Board	-	Theisen
Consortium of Homeless Assistance Prov.	-	Matthews
Convention & Visitors Bureau (F’muth)	-	Krafft
Convention & Visitors Bureau (Regional)	-	Ruth
Convention & Visitors Bureau (Saginaw)	-	Ruth
Crime Prevention Council	-	Ruth (Chair Designee)
Emergency Food & Shelter Program-FEMA	-	Dwan
Employee Wellness Committee	-	Theisen, Webster
Environmental Health Code Bd of Appeals	-	Krafft
HealthSource Advisory Board	-	Stack
Land Bank Authority	-	Ruth (Chair Designee)
Local Emergency Planning Committee	-	Theisen
Medical Dispatch Advisory Committee	-	Dwan
Mosquito Abatement Commission	-	Ruth
Northern Michigan Counties Association	-	Theisen
Planning – SMATS Transportation	-	Stack
Region VII AAA Advisory Council	-	Stack
Remonumentation	-	Stack
Revolving Loan Fund Board	-	Webster (Chair)
Saginaw Area Storm Water Authority	-	Stack (CSC Chair)
Saginaw Future, Inc. Board	-	Webster (Chair)



Saginaw Valley Zoological Society Board	-	Matthews, O’Neal
Solid Waste Mgmt. Planning Committee	-	Stack
Tri-City Area Joint Zoning Board	-	O’Neal

ANNOUNCEMENTS BY THE CHAIR

- ✓ Chairman Webster recognized **Brittany Dougherty, Friend of the Court**, in the audience and commended her on a new program – **“Bench Warrant Amnesty Day.”** Cash or money order in the amount of \$500 per warrant can be paid and the warrant will be dismissed. Payments can be made on February 5, 2020 from 12:00 p.m. - 8:00 p.m. at the Buena Vista Community Center and February 7, 2020 from 1:00 p.m. – 8:00 p.m. at the YMCA of Saginaw.
- ✓ Chairman Webster announced the second session of **ASIST, Suicide Awareness Training**, was held last week and was well attended by County employees. Additional training will be available in the future.
- ✓ Chairman Webster announced the **4th Annual Human Trafficking Conference** to be held at the Ascension St. Mary’s Health Education Center, 800 S. Washington Ave., on Tuesday January 28, 2020 from 8:00 a.m. until 12:00 p.m. or 5:00 p.m. to 9:00 p.m. Tickets are free but registration is required.
- ✓ Chairman Webster introduced the **2020 version of the flyer to be used at the State of the County** address on Thursday, February 6, 2020. The flyer will be available on the website, and in print version for commissioners to use on their social media and in-person presentations. Print copies will be made available for residents.

COMMISSIONER AUDIENCES

- ◆ Commissioner Theisen is looking forward to receiving the final report from the Asset Mapping meetings that were held in commissioner districts. Commissioner Dwan had to re-schedule her meeting in Tittabawassee Township and a new date will be announced.
- ◆ In the absence of Commissioner Krafft, Commissioner Kilpatrick announced Zehnder’s Snowfest in Frankenmuth, which begins Wednesday, January 22nd and runs through Monday, January 27th. It includes snow sculpting and ice carving competitions, children’s activities, fireworks display, petting zoo, entertainment, warming tent and more.

By Commissioner Stack, seconded by Commissioner Harris: That the Board adjourn. Carried. Thereupon, the Board adjourned at 5:55 p.m.

Respectfully Submitted,

SAGINAW COUNTY BOARD OF COMMISSIONERS

MICHAEL A. WEBSTER, CHAIRMAN

MICHAEL J. HANLEY, CLERK

Prepared by: Suzy Koeplinger, Deputy County Clerk



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



SPECIAL SESSION
JANUARY 27, 2020

A Special Session of the Board of Commissioners of Saginaw County, Michigan, held Monday, January 27, 2020 at 4:00 p.m. with the Honorable Michael A. Webster in the Chair. Deputy Clerk Suzy Koepplinger took roll, quorum present as follows:

PRESENT: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 11*

ABSENT: *None - 0*

TOTAL: *- 11*

Commissioner Ruth gave the invocation and led the Pledge of Allegiance to the Flag.

PETITION



CLERK'S CALL OF SESSION

January 15, 2020

Michael J. Hanley
Saginaw County Clerk
111 S. Michigan Avenue
Saginaw, MI 48602

January 27, 2020
Special Session

1-27-1

Dear Clerk Hanley:

Pursuant to Article II, Section 2.9 (MCLA 46.10) of the 2020 Rules of the Saginaw County Board of Commissioners, the undersigned members of the Board respectfully petition that a Special Meeting of the Board of Commissioners be held **Monday, January 27, 2020 at 4:00 p.m.** in the Board Chambers, Second Floor - Room 200, Saginaw County Governmental Center, Saginaw, MI to consider new Animal Care & Control site locations and any other matters brought before the Board. The undersigned affirm the intent of the Board of Commissioners to hold a Special Meeting on these matters.



Respectfully Submitted,
Amos O’Neal, Commissioner
James G. Theisen, Commissioner
Carl E. Ruth, Commissioner

Kathleen K. Dwan, Commissioner
Cheryl M. Hadsall, Commissioner
Michael A. Webster, Chairman



January 15, 2020

1-27-2

TO: SAGINAW COUNTY BOARD OF COMMISSIONERS

RE: Notice of Special Board Session

Honorable Commissioners:

The Saginaw County Board of Commissioners will convene for a Special Session on **Monday, January 27, 2020 at 4:00 p.m.** in the Board Chambers, Second Floor - Room 200, Saginaw County Governmental Center, Saginaw, MI to consider new Animal Care & Control site locations and any other matters brought before the Board.

This Special Meeting is being held consistent with Article II, Section 2.9 (MCLA 46.10) of the 2020 Rules of the Saginaw County Board of Commissioners by petition of at least one-third (1/3) of the members of the Board.

Respectfully Submitted,
Michael J. Hanley, County Clerk
/sek

Posted: 12:00 p.m. on January 15, 2020 by Suzy Koeplinger, Board Coordinator/Deputy Clerk

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.

PUBLIC HEARING

None

AUDIENCES

1. **Floyd Kloc, City of Saginaw Mayor**, spoke on his own behalf and city taxpayers regarding the site selection for the new Animal Care & Control center. He stated there are five (5) criteria to review before a decision should be made: (1) Fiscal impact; (2) Environmental impact; (3) Common sense; (4) Employment data; and (5) Taxpayer trust. Choosing a location outside the City of Saginaw will lead to unnecessary costs, increase the carbon footprint, show a breach of trust, and urged the county choose a city site.



2. **John Milne, City Councilman**, spoke regarding the site selection for the new Animal Care & Control center. He stated the decision-making process should include consideration of the lowest cost and most strategic location and he looks forward to a decision.
3. **Commissioner Dwan** read a statement on behalf of a constituent, Patricia O'Brien, who requested commissioners consider a five (5) acre piece of land in Saginaw Township when considering a site for the new Animal Care & Control center.
4. **Steve Gerhardt, Treasurer of Saginaw Township**, spoke on behalf of Saginaw Area Local Treasurer's Association (SALTA) and urged commissioners to listen to taxpayers first when considering a site for the Animal Care & Control center. He stated the property in Kochville Township is above market rate, zoned for commercial/retail, will be off the tax rolls with no tax revenue to Kochville Township. The Davenport site is close to the Dow Event Center, Mosquito Control, Maintenance, and the county's voice and data network in case of general issues. The new ACC center should be built on city property at no cost.
5. **Adam Rohde** spoke in opposition to the selection of a City of Saginaw site for the new Animal Care & Control center. He cited two (2) key factors for choosing a site outside of the city, being Accessibility and Safety. He stated the shelter needs to be in a location that efficiently serves all citizens and is accessible to everyone in the county. He cited the reputation of the city as being unsafe for those who want to adopt, donate or volunteer.
6. **Bill Schaiberger** spoke in favor of keeping the Animal Care & Control center in the City of Saginaw, citing loyalty as being the first commandment of politics. He stated the community, neighborhood associations, and police have done a good job in keeping our city safer. An animal shelter should be in a visible place, on a main trunk line.
7. **Jamie Forbes, City Councilwoman**, spoke in support of a City of Saginaw location for the new Animal Care & Control center. She addressed the issues of staffing, adoptions, and safety and urged commissioners to not perpetuate the crime stigma. She stated the Kochville location will add at least a half hour to calls and that keeping the Center in the City of Saginaw is the logical thing to do.
8. **Thomas Roy**, homeowner in Saginaw Township and President of Saginaw Area Fireworks, advocated for the Davenport site for the new Animal Care & Control center citing the presence of Garber/Shahen/Delta/Dow Event Center, revitalization of the area, and access to I-675. The Board of Commissioners also needs to invest in the community. Safety is not an issue, as 125,000 gather for the fireworks and there are only minor issues.
9. **Jimmy Greene**, county resident and taxpayer for 42 years, spoke about Prevailing Wage and asked the county to rescind its policy, which would provide a fair and competitive bidding process. He cited reasons that include it artificially inflates costs on government construction jobs and it is no longer mandated, having been eliminated by the State of Michigan in 2018.



- 10. **Brian Stadler, President/CEO of Wolgast Corporation**, urged the county to lift its Prevailing Wage policy, stating a merit shop has to pay competitive wages and the county should not dictate wages.
- 11. **Justin Pomerville, Local 85 Plumbers & Steamfitters**, spoke in response to previous comments about the county’s prevailing wage policy, stating prevailing wage is set by a majority of workers doing that craft in the area where they work. He stated profit margins are twice as high, unions pay pensions, and that safety on the job is better with a union.
- 12. **Armando Ramos, Local 1098**, works in the construction industry and is pro prevailing wage, as members are trying to put food on the table.
- 13. **Carly Hammond**, county resident, stated there are merits to argue either way as to the location of the new Animal Care & Control Center. She stated she knocked on 2500 doors during the ballot initiative to get the millage passed and people were excited that it was going to be in the city. She understands the concerns of employees and volunteers.

LAUDATORY RESOLUTIONS

None

INITIATORY MOTIONS

Dwan, seconded by Kilpatrick, moved the following Initiatory Motion, stating this matter was introduced fourteen (14) months ago at the committee level and she was told there would be discussion:

The Saginaw County Board of Commissioners has been using Prevailing Wage on construction contracts. Prevailing Wage increases the cost of construction projects by a minimum of 20%, has already increased expenses of past construction project contracts and has, in fact, added an undue additional expense to the Saginaw County Taxpayers. Further, Mandatory Prevailing Wage has now been repealed on all Michigan projects; schools, municipalities and government building contracts.

Therefore, I move that the Saginaw County Board of Commissioners be fiscally responsible and hereby rescind policies attaching Prevailing Wage to all future construction projects as a condition of the contract. Further, to strike the following paragraphs from County Policy #241 titled “Purchasing Policy.”

~~5.23 Prevailing Wages. That wage which is common to contractors operating within the Saginaw County Area.~~

~~6.3.1.1.7.2 Construction Projects: In awarding construction contracts over \$50,000, the County will consider the company's compliance with the Prevailing Wage Policy in their bid submittal. Additional~~



6.5.4 – Prevailing Wage

~~6.5.4.1 – On all construction contracts with a total value exceeding \$50,000, all craftsman, mechanics and laborers employed directly on the site of work shall receive at least the commercial prevailing wage rates as established by the State of Michigan, Bureau of Safety and Regulation, Wage and Hour Division, for commercial prevailing wage rates for the Saginaw County area.~~

~~6.5.4.1.1 – All construction subcontracts entered into by the Contractor for work performed directly on site, shall contain the provisions for prevailing wages as set forth above. The Contractor and all subcontractors shall, at the request of the County, provide proof satisfactory (in the form of certified payrolls or audit) to the County that the contractor and subcontractors are in compliance with this policy.~~

~~6.5.4.1.2 – On all construction contracts involving federal or state projects which require other specific prevailing wage rates, such rates shall supersede the County rates established above. All applicable purchase orders and contracts over \$50,000 shall contain the appropriate prevailing wage rate clause as determined by the Purchasing Agent.~~

- **Upon request of the Chair, the Clerk took a roll-call vote and the Motion failed as follows:**
Yes: Harris, Krafft, Dwan, Kilpatrick, and Theisen – 5
No: Hadsall, O’Neal, Ruth, Stack, Matthews, and Webster – 6
Total: - 11

PETITIONS AND COMMUNICATIONS

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

1-27-1 PETITION requesting Special Board Session on Monday, January 27, 2020 at 4:00 p.m. to consider new Animal Care & Control site locations and any other matters brought before the Board.

-- Receive and File

1-27-2 NOTICE OF SPECIAL BOARD SESSION on Monday, January 27, 2020 at 4:00 p.m. to consider new Animal Care & Control site locations and any other matters brought before the Board.

-- Receive and File

1-27-3 CONTROLLER/CAO submitting additional information on two (2) potential sites the Board of Commissioners identified at its October 29, 2019 Committee of the Whole meeting to build a new Saginaw County Animal Care & Control Shelter & Resource Center.

- **Chairman Webster opened discussion by speaking about the very Governmental Center/Courthouse in which we are meeting and cited the timeline for building after the Board of Supervisors identified an urgent need for space in 1965/1966. The Board of Commissioners dedicated the building in 1972.**



Webster urged that it took time, even longer back then, to come to agreement on the details of such an important decision for the county. He also stressed that the decision was made with the mindset of considering county needs 20 years from now.

- **Commissioner Ruth spoke on the Committee of the Whole held Tuesday, October 29, 2019 and the directive given to the Controller to obtain additional information on two (2) sites identified as possible locations for the new Saginaw County Animal Care & Control building. Ruth moved, seconded by Stack, to affirm the recommendation from the October 29, 2019 Committee of the Whole and approve the Davenport site as the location of the new Saginaw County Animal Care & Control building.**
- **Discussion was held and concerns were raised by Commissioner Theisen that all commissioners were not in attendance at the Committee of the Whole; that the Davenport site may be free but testing and remediation may cost up to \$50,000 or more; that he hasn't heard from anyone on the Advisory Committee or employees about the City site; that he heard the City wouldn't transport animals anymore if the center moved outside the city; and that Mr. Gerhardt didn't disclose that he owns property in the area and stands to profit. Commissioner Hadsall, as Chair of the Advisory Council, advised that she speaks for the Advisory Council, volunteers and most employees in advocating for the Kochville Township location. Controller Belleman attempted to respond to questions regarding the construction timeline and environmental impact on both sites.**
- **Upon request of the Chairman, the Clerk took a roll-call vote and the Motion failed as follows:
Yes: Krafft, O'Neal, Ruth, Matthews and Webster – 5
No: Hadsall, Dwan, Stack, Kilpatrick, Theisen and Harris – 6
Total: - 11**
- **Commissioner Theisen, seconded by Commissioner Dwan, moved to select the back-up site.**
- **Hadsall moved, seconded by O'Neal, to recess and clarify the process with Civil Counsel. Motion carried and the Board recessed at 5:04 p.m. The Board reconvened at 5:46 p.m. with the Chairman apologizing for the recess stating "We want to do it right, as we've never been here before, and we're looking for a credible path forward."**
- **Theisen withdrew his motion to select the back-up site and announced the site selection issue would return to the March 3, 2020 Courts & Public Safety Committee meeting and the March 17, 2020 Board Session.**

RESOLUTIONS

None

UNFINISHED BUSINESS

None



PROCLAMATIONS

None

APPOINTMENTS

None

ELECTIONS

None

ANNOUNCEMENTS BY THE CHAIR

Chairman Webster thanked everyone for their patience.

COMMISSIONERS' AUDIENCES

None

By Commissioner Krafft, seconded by Commissioner Hadsall: That the Board adjourn. Carried.
Thereupon, the Board Session adjourned at 5:48 p.m.

Respectfully Submitted,

SAGINAW COUNTY BOARD OF COMMISSIONERS

MICHAEL A. WEBSTER, CHAIRMAN

MICHAEL J. HANLEY, CLERK

Prepared by: Suzy Koeplinger, Deputy County Clerk



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

FEBRUARY SESSION 2020

First Day of the February Session of the Board of Commissioners of Saginaw County, Michigan, held Tuesday, February 18, 2020. The Board met pursuant to adjournment at 5:00 p.m. with the Honorable Michael A. Webster in the Chair. Deputy Clerk Suzy Koeplinger took roll, quorum present as follows:

PRESENT: *Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 9*

ABSENT: *Kathleen K. Dwan, Cheryl M. Hadsall - 2*

TOTAL: - 11

Commissioner Ruth opened the meeting with a prayer, followed by the Pledge of Allegiance to the Flag.

APPROVAL OF MINUTES

None

PUBLIC HEARING

None

CLERK'S CALL OF SESSION

February 7, 2020

TO: SAGINAW COUNTY BOARD OF COMMISSIONERS
RE: Notice of February 18, 2020 Board Session

Honorable Commissioners:

The Saginaw County Board of Commissioners will convene for its First Day's Session on **Tuesday, February 18, 2020 at 5:00 p.m.** in the Board Chambers, Second Floor - Room 200, Saginaw County Governmental Center, Saginaw, Michigan.

Respectfully Submitted,
Michael J. Hanley, County Clerk



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.

AUDIENCES

- **Judge A.T. Frank** spoke in opposition to Aetna as the county’s third party administrator of its employee healthcare plan.
- **Chairman Webster** spoke in the initial absence of **Brian Jackson, Saginaw Community Foundation**, and informed commissioners he would be bringing Census 2020 information to assist in getting the word out to their constituents. Multiple methods are being used to inform residents of the importance of completing the Census survey, including information going out with tax notices, an informational kiosk placed in the lobby of the County Courthouse, and using information from the County Health Department’s Asset Mapping meetings.

LAUDATORY RESOLUTIONS

Certificate of Recognition

YOUTHDevelopment Corporation USA

“Shine your light and make a positive impact on the world.

There is nothing so honorable as helping improve the lives of others.” – Roy T. Bennett

Across the world and across all industries, a successful business and economy is dependent on educated, highly skilled workers. Providing individuals with education and workforce experience creates a sense of purpose and hope that reverberates throughout the community. The goal of workforce development is to enhance the skills of those already in the workforce as well as provide tangible and relevant skills to those looking for employment. Self-reliance and self-confidence are among the most important qualities you can give your children. One of the best ways to cultivate these qualities is to assist young adults in making positive changes in their lives.

YOUTHDevelopment Corporation USA (YDC USA) provides young women and men who have dropped out of high school an opportunity to earn their diploma and get a foot in the door of a trade program. Their major focus is serving young adults and giving them a chance to succeed.

YOUTHDevelopment Corporation USA has reached a number of milestones that benefits its students including: Articulation agreements for 47 college credits; and offers a Department of Labor registered Apprenticeship Readiness Certificate, a registered pre-apprenticeship program, agreements for direct entry into the trade unions, cyber education and health and wellness programs. They are fully accredited and certified by a wide range of institutions such as Department of Labor, Skills USA, St. Charles Public Schools, Carpenters and Mill Rights Union, Electricians Union, YouthBuild USA and Delta College. The hard work and dedication of YDC USA has been recognized by the Department of Labor, Delta College, The State of Michigan, Congress and Unions.

YOUTHDevelopment Corporation USA has been presented the YouthBuild Grant for \$1.5 million from the Department of Labor - a phenomenal accomplishment since it is the first time applying! The grant will provide new opportunities for young people to take the first step toward good-paying careers. The goal and mission of YDC USA is to provide a multifaceted direct entry career path to industrial trades through secondary education, adult training, veterans, reentry passageways leading



to apprenticeship, postsecondary education, employment, journeymen, and life-long employment opportunities for underserved and disconnected minority youth, empowering them with credentials and certified 21st century craft skills sufficient for them to rebuild their own neighborhoods and communities.

The Saginaw County Board of Commissioners commends YOUTHDevelopment Corporation USA on giving our young adults the opportunity to receive a valued education and enhancing the lives of our youth.

Respectfully Submitted,
Saginaw County Board of Commissioners
Michael A. Webster
Chairman, District #11

Presented & Adopted: February 18, 2020

FOIA DENIAL APPEAL

The Chairman announced that County Civil Counsel recommended the Board issue written notice to *Linda Harris* upholding the disclosure denial of her Freedom of Information Act request. He asked for a motion to concur.

- **Commissioner Theisen moved, seconded by Commissioner Matthews, to uphold the disclosure denial and issue written notice to Linda Harris. Motion carried.**

PETITIONS AND COMMUNICATIONS

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

- 2-18-1 MOBILE MEDICAL RESPONSE** submitting its Tri-Annual Report on response times and other related information pursuant to the Ambulance Service Agreement.
-- Courts & Public Safety (*Receive & File*)
- 2-18-2 PROSECUTOR** requesting additional funds in his FY 2020 Budget to fully fund the Auto Theft Assistant Prosecutor position that is necessary and essential to his office.
-- Courts & Public Safety (**2-18-2.1**)
- 2-18-3 COMMUNITY CORRECTIONS** requesting approval and acceptance of a grant from the Michigan Economic Development Corporation in the amount of \$250,000 to support Community Corrections programs with no match funds required.
-- Courts & Public Safety (**2-18-2.2**)
- 2-18-4 EQUALIZATION** requesting approval of a proposed Independent Contractor Agreement for Equalization Services to be used when local governmental units utilize Saginaw County Equalization for property tax database maintenance and tax billing services.
-- County Services
- 2-18-5 CITY OF ZILWAUKEE** submitting Notice of a Public Hearing on the request of RMC Engine Rebuilding Equipment, Inc., 5775 Bridgeview Center, Saginaw, MI on its request for an Industrial Facilities Exemption Certificate.
-- County Services



- 2-18-6** **CONTROLLER/CAO** submitting the 2019 Fourth Quarter Finance and Program reports on behalf of the Historical Society of Saginaw County and its four out-county museums.
-- County Services (*Receive & File*)
- 2-18-7** **PURCHASING/RISK MANAGER** submitting the Saginaw County PNC Credit Card Statement and Detailed Charges for November 2019.
-- Budget/Audit (*Receive & File*)
- 2-18-8** **PURCHASING/RISK MANAGER** submitting the Saginaw County PNC Credit Card Statement and Detailed Charges for December 2019.
-- Budget/Audit (*Receive & File*)
- 2-18-9** **PUBLIC WORKS** submitting the 2019 Drain Assessment Roll Report.
-- County Services (*Receive & File*)
- 2-18-10** **TREASURER/CONTROLLER** sending the electronic transactions and voucher payments transmittal form for the month of December 2019.
-- Budget/Audit (**2-18-4.1**)
- 2-18-11** **FINANCE DIRECTOR** submitting the fourth quarter budget adjustments for October 1, 2019 – December 31, 2019 pursuant to Budget Resolution A.
-- Budget/Audit (*Receive & File*)
- 2-18-12** **MOSQUITO ABATEMENT COMMISSION** requesting to change one of the currently vacant Chief Mechanic positions to regular part-time and waiver of the hiring freeze to fill the position.
-- Labor Relations (**2-18-5.1**)
- 2-18-13** **MICHIGAN INSTITUTE OF FORENSIC SCIENCE & MEDICINE (MIFSM)** submitting an update on its progress pursuant to the agreement between Saginaw County and MIFSM.
-- Courts & Public Safety (*Receive & File*)
- 2-18-14** **CONTROLLER/CAO** submitting a Status Report on the Saginaw County Adult Detention & Sheriff Administration Building Project.
-- Courts & Public Safety (*Receive & File*)
- 2-18-15** **RETIREMENT ADMINISTRATOR** submitting notice that Jeff Nielson, Vice President, Client Management Public & Labor Segment with Aetna, would be providing an update on how the transition from BCBS to Aetna is progressing and resolution of issues.
-- Labor Relations (*Receive & File*)
- 2-18-16** **PERSONNEL DIRECTOR** submitting the January 2020 Employment Status Report.
-- Labor Relations (*Receive & File*)
- 2-18-17** **FINANCE DIRECTOR** requesting approval of the FY 2021 Budget Calendar.
-- Budget/Audit (**2-18-4.2**)

INITIATORY MOTIONS

None

REPORTS OF COMMITTEES

1. Human Services Committee – A. O’Neal, Chair; J. Theisen, Vice-Chair
None
2. Courts and Public Safety Committee – C. Hadsall, Chair; K. Kilpatrick, Vice-Chair
 - 2.1) **PROSECUTOR**, re: Approval to increase its FY 2020 Budget from the General Fund to fully fund the Auto Theft Assistant Prosecutor position in the amount of \$69,456



Respectfully Submitted,

COMMITTEE ON COURTS & PUBLIC SAFETY

Cheryl M. Hadsall, Chair
Kathleen K. Dwan
Michael A. Webster

Kirk W. Kilpatrick, Vice-Chair
Amos O’Neal

3. **County Services Committee – C. Stack, Chair; C. Hadsall, Vice-Chair**
None

4. **Budget Audit Committee – D. Krafft, Chair; A. O’Neal, Vice-Chair**

- 4.1) **TREASURER/CONTROLLER**, re: Claims for December 2019
- 4.2) **CONTROLLER/FINANCE DIRECTOR**, re: Approval of FY 2021 Budget Calendar

- ***Krafft moved, seconded by O’Neal, to approve 4.1 and 4.2 leaving room for exceptions. There were no exceptions and the motion carried.***

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.1

FEBRUARY 18, 2020

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>
2-18-10	Electronic Transactions	December 1 – 31, 2019	\$ 10,321,812.95
	Voucher Payments	December 1 – 31, 2019	\$ 6,955,375.63

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
James G. Theisen
Michael A. Webster

Amos O’Neal, Vice-Chair
Carl E. Ruth

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.2

FEBRUARY 18, 2020

Your Budget/Audit Committee considered Communication No. 2-18-17 from Koren Thurston, Finance Director, requesting approval of the FY 2021 Budget Calendar.

The calendar outlines the timetable of events that will happen to cause the creation and approval of the budget. It allows all departments, elected officials and agencies to know when tasks related to building the budget must be completed. A tentative date for a Committee of the Whole session is scheduled for Monday, June 29, 2020 and was added to the proposed calendar.

We recommend the attached Saginaw County Budget Calendar for adoption of the Fiscal Year 2021 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
James G. Theisen
Michael A. Webster

Amos O’Neal, Vice-Chair
Carl E. Ruth

COUNTY OF SAGINAW
2021 BUDGET CALENDAR

OPERATING BUDGET FOR FISCAL YEAR 2021

<u>Target Date</u>	<u>Action to be taken</u>
April 13, 2020	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 2021 and Capital Improvement Plans.
April 24, 2020	Departments signify completion of the necessary electronic data entry for their respective Operating Budgets for 2021 and Capital Improvement Plans by signing off.
Week of May 11, 2020	Controller’s Office meets with departments to review their respective Operating Budgets for 2021 and Capital Improvement Plan requests.
May 29, 2020	Controller’s Office submits the first draft of a recommended Operating Budget for review by the Human Services, County Services, Courts & Public Safety Committees as well as the Budget/Audit Committee.
Committee Meetings June-August, 2020	Human Services, County Services, and Courts & Public Safety Committees, as well as the Budget/Audit Committee meet to consider Operating Budget matters. In addition, the Budget/Audit Committee also considers Capital Improvement Plan matters.
June 29, 2020	Committee of the Whole (<i>Tentative</i>)
August 25, 2020	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 at the Board session of August 25, 2020 and a Public Hearing is held.
September 22, 2020	An Operating Budget and a Capital Improvement Plan are adopted at the Board session of September 22, 2020.



5. **Labor Relations Committee – K. Kilpatrick, Chair; C. Stack, Vice-Chair**

5.1) **MOSQUITO ABATEMENT COMMISSION**, re: Approval to modify the PCN roster and waive the hiring freeze for the position of Chief Mechanic

- ***Kilpatrick moved, seconded by Matthews, to approve 5.1. Motion carried.***

FROM: COMMITTEE ON LABOR RELATIONS -- 5.1

FEBRUARY 18, 2020

Your Labor Relations Committee considered Communication No. 2-18-12 from William Stanuszek, Director, Mosquito Abatement Commission, requesting to change one of the currently vacant Chief Mechanic positions to regular part-time and waiver of the hiring freeze to fill the position.

We met with Mr. Stanuszek who explained one of its chief Mechanic positions is currently vacant due to recent retirement. Due to current workload, the need for two (2) full-time mechanics is not justified. A full-time mechanic and a regular part-time mechanic would best serve the department's needs. The Saginaw County Mosquito Abatement Committee Board supports this change.

We recommend approval to modify the PCN roster to reflect the proposed change, waive the hiring freeze and fill the position of Chief Mechanic with a regular part-time status.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair

Kyle R. Harris

Michael A. Webster

Charles M. Stack, Vice-Chair

Sheldon Matthews

6. **Executive Committee – M. Webster, Chair**

None

7. **Legislative Committee – J. Theisen, Chair; A. O'Neal, Vice-Chair**

None

8. **Intergovernmental Cooperation Committee – J. Theisen, Chair; C. Stack, Vice-Chair**

None

9. **Committee Compensation**

2-18-20.1) January 12, 2020 – January 25, 2020

2-18-20.2) January 26, 2020 – February 8, 2020

- ***Krafft moved, seconded by Matthews, to approve 2-18-20.1 and 2-18-20.2 leaving room for exceptions. There were no exceptions and the motion carried.***



COMMITTEE COMPENSATION - 2.18.20.1

February 18, 2020

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held January 12 - January 25, 2020.

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	01/13/20	Labor Relations Committee	Kilpatrick	\$50.00	1
			Stack	\$50.00	1
			Harris	\$50.00	1
			Matthews	\$50.00	1
			Webster	\$50.00	1
2	01/14/20	Saginaw CVB	Ruth	\$50.00	1
3	01/14/20	Executive Committee	Webster	\$50.00	1
			O'Neal	\$50.00	1
			Hadsall	\$50.00	1
			Stack	\$50.00	1
4	01/15/20	Castle Museum Board	Hadsall	\$50.00	1
5	01/15/20	Saginaw Valley Zoological Society	Matthews	\$50.00	1
			O'Neal	\$50.00	1
6	01/15/20	Animal Control Advisory Council	Hadsall	\$25.00	1
7	01/16/20	9-1-1 Communications Authority	Theisen	\$50.00	1
8	01/16/20	SMATS	Stack	\$50.00	1
9	01/16/20	Employee Wellness Committee	Theisen	\$25.00	1
			Webster	\$50.00	1
10	01/16/20	Community Action Committee	O'Neal	\$50.00	1
11	01/20/20	HealthSource Saginaw Advisory Board	Stack	\$50.00	1
12	01/21/20	Labor Relations Committee - Special	Kilpatrick	\$25.00	1
			Stack	\$25.00	1
			Matthews	\$25.00	1
			Webster	\$25.00	1
13	01/21/20	Board Session Dwan, Hadsall, Kilpatrick, Matthews, O'Neal, Ruth, Stack, Theisen, Webster <i>Absent: Harris, Krafft</i>	9 Present	\$450.00	9
14	01/23/20	Commission on Aging	Stack	\$50.00	1
15	01/24/20	Airport Board	Krafft	\$50.00	1
			Matthews	\$50.00	1
			O'Neal	\$50.00	1
TOTAL				\$1,700.00	37

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (1-24-20)



COMMITTEE COMPENSATION -2.18.20.2

February 18, 2020

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held January 26 - February 8, 2020.

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	01/27/20	MAC Health & Human Services - NO MILEAGE	O'Neal	\$25.00	1
2	01/27/20	MAC Judiciary & Public Safety - NO MILEAGE	Hadsall	\$25.00	1
3	01/27/20	Board Session – Special Re: Animal Care & Control Site Selection Dwan, Hadsall, Harris, Kilpatrick, Krafft, Matthews, O'Neal, Ruth, Stack, Theisen, Webster	11 Present	\$550.00	11
4	01/28/20	Land Bank Authority	Ruth	\$50.00	1
5	01/29/20	GLB Regional CVB	Ruth	\$50.00	1
6	02/03/20	Northern MI County Association - Grayling	Theisen	\$50.00	1
7	02/04/20	Employee Wellness Committee	Theisen Webster	\$50.00 \$50.00	1 1
8	02/04/20	Courts & Public Safety Committee	Hadsall Kilpatrick O'Neal Webster	\$50.00 \$50.00 \$50.00 \$25.00	1 1 1 1
9	02/05/20	County Services Committee	Stack Hadsall Harris Krafft Webster	\$50.00 \$50.00 \$50.00 \$50.00 \$50.00	1 1 1 1 1
10	02/06/20	Budget/Audit Committee	Krafft O'Neal Ruth Webster	\$50.00 \$50.00 \$50.00 \$50.00	1 1 1 1
11	02/07/20	MAC Finance Committee - NO MILEAGE <i>[Per diem withdrawn due to Environmental Health Board duplicate payment 1-11-20]</i>	Krafft		
TOTAL				\$1,475.00	31

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (2-7-20)

RESOLUTIONS

None

UNFINISHED BUSINESS

None



PROCLAMATIONS

None

ELECTIONS

None

APPOINTMENTS

- ✓ Chairman Webster appointed Sparkle Jackson to the **Community Corrections Advisory Board** to fill a General Public vacancy with a term to expire September 30, 2020.

ANNOUNCEMENTS BY THE CHAIR

- ✓ Chairman Webster showed a short video of an Indeed advertisement depicting the Moon Walk as an example of what can be accomplished when everyone does their job well. According to Indeed, “Great moments are the work of many.” We need to challenge all employees in our organization to understand our vision and mission.

COMMISSIONERS’ AUDIENCES

- ◆ Commissioner Ruth apologized to the audience for the confusion that occurred at the January 27, 2020 Special Board Session regarding the selection of the new Animal Care & Control location. Mr. Ruth also addressed Judge A.T. Frank, who appeared under Audiences, regarding various issues he has with Aetna. He stated that we all make mistakes and that we apologize, learn from it, and move on.

By Commissioner Ruth, seconded by Commissioner Harris: That the Board adjourn. Motion carried. Thereupon, the Board adjourned at 5:32 p.m.

Respectfully Submitted,

SAGINAW COUNTY BOARD OF COMMISSIONERS

MICHAEL A. WEBSTER, CHAIRMAN

MICHAEL J. HANLEY, CLERK

Prepared by: Suzy Koeplinger, Deputy County Clerk



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

SPECIAL SESSION
MARCH 30, 2020

A Special Session of the Board of Commissioners of Saginaw County, Michigan, held Monday, March 30, 2020 at 3:00 p.m. via Zoom teleconferencing consistent with Executive Order No. 2020-15 issued by Governor Gretchen Whitmer titled “Temporary authorization of remote participation in public meetings and hearings and temporary relief from monthly meeting requirements of school boards” and as authorized by petition of at least one third (1/3rd) of the members of the Saginaw County Board of Commissioners with the Honorable Michael A. Webster in the Chair. Deputy Clerk Suzy Koeplinger took roll, quorum present as follows:

PRESENT: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 11*

ABSENT: *None - 0*

TOTAL: *- 11*

Commissioner Ruth gave the invocation.

PETITION



CLERK'S CALL OF SESSION

March 20, 2020

Michael J. Hanley
Saginaw County Clerk
111 S. Michigan Avenue
Saginaw, MI 48602

March 30, 2020
Special Session

3-30-1

Dear Clerk Hanley:

Pursuant to Executive Order No. 2020-15 issued by Governor Gretchen Whitmer titled “Temporary authorization of remote participation in public meetings and hearings and temporary relief from monthly meeting requirements of school boards” the undersigned members of the Board respectfully



petition that a Special Meeting of the Board of Commissioners be held **Monday, March 30, 2020 at 3:00 p.m.** Via teleconference to consider extension of the Local Emergency Declaration, which will be issued in advance of the Special Meeting and is only valid for seven (7) days without Board approval, and any other matters brought before the Board. The undersigned affirm the intent of the Board of Commissioners to hold a Special Meeting on this matter. (Call-in information to be provided with the Agenda)

Respectfully Submitted,

Kathleen K. Dwan, Commissioner
Kirk W. Kilpatrick, Commissioner
James G. Theisen, Commissioner
Cheryl M. Hadsall, Commissioner
Amos O’Neal, Commissioner
Michael A. Webster, Chairman

Charles M. Stack, Commissioner
Sheldon Matthews, Commissioner
Kyle R. Harris, Commissioner
Dennis H. Krafft, Commissioner
Carl E. Ruth, Vice-Chair



March 20, 2020

3-30-2

TO: SAGINAW COUNTY BOARD OF COMMISSIONERS

RE: Notice of Special Board Session

Honorable Commissioners:

The Saginaw County Board of Commissioners will convene for a Special Session on **Monday, March 30, 2020 at 3:00 p.m.** via teleconference, call-in information to be provided subsequently, to consider extension of the Local Emergency Declaration, which will be issued in advance of the Special Meeting and is only valid for seven (7) days without Board approval, and for any other matters brought before the Board.

This Special Meeting is being held consistent with Executive Order No. 2020-15 issued by Governor Gretchen Whitmer titled “Temporary authorization of remote participation in public meetings and hearings and temporary relief from monthly meeting requirements of school boards” and as authorized by petition of at least one third (1/3rd) of the members of the Saginaw County Board of Commissioners.

Respectfully Submitted,

Michael J. Hanley, County Clerk
/sek

Posted: 12:00 p.m. on March 20, 2020 by Suzy Koepplinger, Board Coordinator/Deputy Clerk

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.



PUBLIC HEARING

None

AUDIENCES

❖ **Hon. Darnell Jackson, Chief Judge, provided the following comments:**

Good afternoon Chairman Webster and other members of the Board. I appreciate the opportunity to address you today. This past week brought about anxiety and disagreement over how county employees who are unable to report to work, per the Governor's Executive Order 2020-21 should be compensated. My letter to you all dated March 27th discussed how the employees were unable to report to work, until further notice from the Governor. My remarks today will focus on why they should not be required to use PTO time because of it.

- 1) I agree with Mr. Belleman's opinion, in his letter to Chairman Webster, dated March 26, 2020, wherein he states in the last paragraph on page two, "I believe County employees who are working alternating schedules, working remotely, or being redeployed to another department should be compensated at 40 hours as if they worked the full 40 hours;...and any employee unable or unwilling to work be compensated through the use of appropriate leave policies."
- 2) Even under a situation where a department head has employees working, in their own jobs on an alternating schedule, or remotely from home, such activity is still limited to that which is "necessary to sustain or protect human life," per the Governor's Executive Order.
- 3) Mr. Belleman then goes on to mention the Family Medical Leave Act, The Families First Coronavirus Response Act and Paid Time Off, as some appropriate leave policies. From his letter and discussions that I've had with him, I do not believe that he is pushing one leave policy over another.
- 4) And even if he has a preference and would recommend an option to you, the most logical (and legal) option is for you to decide that under the present circumstances, non-essential County employees are not required to report to any workstation. In fact, for you to declare that they are unable to do so per the Governor's Executive Order, and that they will still be compensated without having to use PTO time. There are three basic reasons for this position.
- 5) The first reason is that applicable collective bargaining agreements contain clauses which state, "When unforeseen circumstances force any building closure which affects bargaining unit members, those members will be excused from work, without loss of pay, during the time period the building is closed."
- 6) The Executive Order signed by Governor Whitmer on March 23rd effectively closes the courthouse and other County facilities to the public through April 13th. It is clear that because of this unforeseen circumstance employees are unable to report to work, at any location. And, the collective bargaining agreements should dictate how they are to be compensated, without use of PTO hours.



- 7) The second reason is the Families First Coronavirus Response Act which goes into effect April 1st. It grants employees up to 80 hours of compensation at 100% of their pay when they are “subject to a Federal, State, or local quarantine or isolation order related to COVID-19.” The Act buys us two weeks of time but that’s all it does.
- 8) The Executive Order is a quarantine or isolation order related to COVID-19. Under that Order all non-essential County employees are not only prohibited from reporting to work, they are basically prohibited from even leaving from their homes!
- 9) For those non-essential County employees who are prohibited from reporting to work under the Executive Order, they are still entitled to compensation under the Families First Coronavirus Act for up to two weeks. Unfortunately, I don’t think that there is anyone who seriously believes that this virus situation will be resolved in two weeks.
- 10) The question for you as a Board thus becomes, “If the Executive Order is extended past those two weeks, which it most likely will be, and it still prohibits employees from reporting to work, should they be required to use PTO time?” The answer to the question is clearly not, and I’ve just discussed two reasons for it.
- 11) The third reason is that in a memo dated March 16th, 2020 Mr. Belleman states, “If a complete closure is ordered and all (non-essential) employees are requested to stay home, the County will provide compensation to employees during that period of closure.” This is an unequivocal statement on how employees are to be paid in the situation at hand.
- 12) So, for those three reasons you should declare that ALL non-essential county employees are unable to report to work, at any location, per the Executive Order, and will still be compensated without the need to use PTO hours.
- 13) And finally, I can’t stress enough that we are in the middle of a pandemic. And I don’t think that anyone in the world is waiting on us here in Saginaw County to find a treatment or a cure to this horrible virus. But until someone else does, we still have an obligation to prevent as much harm as possible.

THANK YOU, and I’d be willing to answer any questions that you may have.

LAUDATORY RESOLUTIONS

None

INITIATORY MOTIONS

None



PETITIONS AND COMMUNICATIONS

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

3-30-1 Petition for Special Emergency Session

- **Chairman Webster asked for a motion to waive the requirement that the communications before the Board go to a committee prior to the Board Session, pursuant to Article 7.1(5), and to deal with the following agenda items as a majority vote via roll-call. Ruth moved, seconded by Stack, to approve the recommendation. The Clerk took a roll-call vote and the Motion carried as follows:**

Yes: Krafft, O’Neal, Ruth, Dwan, Stack, Kilpatrick, Matthews, Theisen, Harris, Hadsall and Webster - 11

No: None - 0

Total: - 11

3-30-2 CONTROLLER/CAO Discussion & Action – Request extension of sixty (60) days to the Local Emergency Declaration, which was issued March 23, 2020 in advance of the Special Meeting and is only valid for seven (7) days without Board approval (*Resolution “A”*)

- **Chairman Webster asked for a motion to approve Resolution “A” that extends for sixty (60) days the Local Emergency Declaration issued March 23, 2020 that was only valid for seven (7) days. Theisen moved, seconded by Hadsall, to approve the recommendation. The Clerk took a roll-call vote and the Motion carried as follows:**

Yes: O’Neal, Ruth, Dwan, Stack, Kilpatrick, Matthews, Theisen, Harris, Hadsall, Krafft, and Webster - 11

No: None - 0

Total: - 11

3-30-3 CONTROLLER/CAO Discussion & Action – Request for the Board of Commissioners to temporarily amend the County’s Pay Plan to provide flexibility in compensation and benefits for employees with alternating work schedules; the ability to work remotely, who have been redeployed to other departments to meet immediate needs, and who have been identified as non-essential, required to stay home but must remain accessible and available to work

- **Chairman Webster asked for a motion to approve amendment of the County’s Pay Plan to provide flexibility in compensation and benefits for employees during the COVID-19 pandemic and pursuant to Governor Whitmer’s Executive Order 2020-21 “Stay Home. Stay Safe.” Ruth moved, seconded by Hadsall, to approve the recommendation. Chairman Webster asked Robert Belleman, Controller/CAO, to outline the framework and explain the plan. Discussion was held regarding the effect of the plan on non-essential employees and the ability to pay compensation and benefits based upon current and future opportunities that require their flexibility. The Controller explained the process for non-essential employees to take advantage of opportunities to work in essential locations, such as Commission on Aging, Animal Care & Control, and Emergency Management.**



After discussion, the Chairman directed the Clerk to take a roll-call vote and the Motion carried as follows:

Yes: Ruth, Dwan, Stack, Matthews, Theisen, Harris, Hadsall, Krafft, O’Neal and Webster - 10

No: Kilpatrick - 1

Total: - 11

- **Chairman Webster asked for a motion to authorize a virtual Special Board Session on Thursday, April 9, 2020 at 3:00 p.m. to contemplate the March 17, 2020 Board Session that was re-scheduled, pursuant to MCL 46.10 and Board Rule 2.9. Dwan moved, seconded by Theisen, to approve the recommendation. The Clerk took a roll-call vote and the Motion carried as follows:**

Yes: Dwan, Stack, Kilpatrick, Matthews, Theisen, Harris, Hadsall, Krafft, O’Neal, Ruth, and Webster - 11

No: None - 0

Total: - 11

RESOLUTIONS

[Res. “A” was approved under Petitions and Communications]

RESOLUTION “A” BOARD OF COMMISSIONERS COUNTY OF SAGINAW STATE OF MICHIGAN

RESOLUTION APPROVING CONTINUATION OF LOCAL STATE OF EMERGENCY IN SAGINAW COUNTY

At a special meeting of the Board of Commissioners of the County of Saginaw, State of Michigan held at Saginaw, Michigan on the 30th day of March 2020.

PRESENT: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster – 11*

ABSENT: *None – 0*

Commissioner Theisen offered the following resolution and moved for adoption. The motion was seconded by Commissioner Hadsall.

WHEREAS, the novel coronavirus (COVID-19) is a respiratory disease that can result in serious illness or death, is caused by a new strain of the coronavirus that had not been previously identified in humans, and can easily spread from person to person: and



WHEREAS, on March 10, 2020, Michigan Governor Gretchen Whitmer issued Executive Order 2020-04, which declared a State of Emergency throughout the State of Michigan related to COVID-19; and

WHEREAS, on March 21, 2020, Saginaw County Public Health Officials were notified of the first confirmed case of COVID-19 in Saginaw County; and

WHEREAS, on March 23, 2020, pursuant to MCL 30.410(1)(b), Saginaw County Board Chair Michael Webster declared a Local State of Emergency within Saginaw County related to COVID-19; and

WHEREAS, since the first case was confirmed in Saginaw County the number of confirmed COVID-19 cases in the county has continued to increase; and

WHEREAS, pursuant to MCL 30.410(1)(b), when a County Board Chairperson declares a Local State of Emergency, that state of emergency “shall not be continued or renewed for a period in excess of 7 days except with the consent of the governing body of the county;” and

WHEREAS, the governing body of Saginaw County is this Board of Commissioners; and

WHEREAS, this Board is of the opinion that the circumstances within Saginaw County warrant continuing the Local State of Emergency within Saginaw County.

NOW, THEREFORE, BE IT RESOLVED, that the Saginaw County Board of Commissioners finds that the circumstances within Saginaw County warrant a continuation, for a period in excess of seven (7) days, of the Local State of Emergency within Saginaw County related to COVID-19 that was declared by this Board’s Chairperson on March 23, 2020.

BE IT FURTHER RESOLVED, that this extension of the Local State of Emergency related to COVID-19 shall not exceed sixty (60) days from today's date without the consent of this board.

Yeas: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 11*

Nays: *None - 0*

TOTAL: *- 11*

STATE OF MICHIGAN)
)ss
COUNTY OF SAGINAW)

I, the undersigned, the duly qualified and acting Clerk of the County of Saginaw, State of Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a special meeting of the Board of Commissioners of said County, held on the 30th day of March, 2020, the original of which is on file in the Board Office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 30th day of March, 2020.

Michael J. Hanley, County Clerk
County of Saginaw

UNFINISHED BUSINESS

None



PROCLAMATIONS

None

APPOINTMENTS

None

ELECTIONS

None

ANNOUNCEMENTS BY THE CHAIR

- Chairman Webster quoted Harriet Beecher Stowe - “Never give up, for that is just the place and time that the tide will turn.” He further stated that we are in this together; that this is not a time for divisiveness; it is a time for us to really come together with guidance from our federal, state and local leaders to make sure that we can continue those vital services that we provide to our citizens.

COMMISSIONERS’ AUDIENCES

- ◆ Commissioner Krafft requested further training on teleconferencing.
- ◆ Commissioner Dwan asked that we all pray that this pandemic is over quickly.

By Commissioner Harris, seconded by Commissioner Dwan: That the Board adjourn. Carried.

Thereupon, the Special Board Session adjourned at 4:00 p.m.

Respectfully Submitted,

SAGINAW COUNTY BOARD OF COMMISSIONERS

MICHAEL A. WEBSTER, CHAIRMAN

MICHAEL J. HANLEY, CLERK

Prepared by: Suzy Koeplinger, Deputy County Clerk



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

SPECIAL SESSION
APRIL 9, 2020

A Special Session of the Board of Commissioners of Saginaw County, Michigan, held Thursday, April 9, 2020 at 3:00 p.m. via Zoom teleconferencing consistent with Executive Order No. 2020-15 issued by Governor Gretchen Whitmer titled “Temporary authorization of remote participation in public meetings and hearings and temporary relief from monthly meeting requirements of school boards” and as authorized during the March 30, 2020 Board Special Session of the Saginaw County Board of Commissioners pursuant to MCL 46.10 and Board Rule 2.9, with the Honorable Michael A. Webster in the Chair. Deputy Clerk Suzy Koeplinger took roll, quorum present as follows:

PRESENT: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 11*

ABSENT: *None - 0*

TOTAL: *- 11*

Commissioner Ruth gave the invocation.

CLERK'S CALL OF SESSION

April 6, 2020

Re: Notice of Special Board Session

The Saginaw County Board of Commissioners will convene for a Special Session on Thursday, April 9, 2020 at 3:00 p.m. via teleconference to consider the March 17, 2020 Board Agenda that was noticed to be re-scheduled, and for any other matters brought before the Board.

This Special Meeting is being held consistent with Executive Order No. 2020-15 issued by Governor Gretchen Whitmer titled “Temporary authorization of remote participation in public meetings and hearings and temporary relief from monthly meeting requirements of school boards” and as authorized during the March 30, 2020 Board Session of the Saginaw County Board of Commissioners pursuant to MCL 46.10 and Board Rule 2.9.



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 turn to speak. Follow the instructions below to call in to the meeting.

INSTRUCTIONS using ZOOM audio conferencing:

Dial: 1 (877) 853-5257 or 1 (888) 475-4499 US Toll-free and enter

Meeting ID: 910 109 202

Respectfully Submitted,
Michael J. Hanley, County Clerk
/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.

PUBLIC HEARING

None

AUDIENCES

- **John Milne, City Councilman**, spoke regarding the site selection for the new Animal Care & Control center. He stated the decision-making process should include consideration of the core principles of the county’s strategic plan with accessibility of services and centralization of the county campus. He would like to see collaboration to increase cost efficiencies and work with the county to partner in a development plan.
- **Sarah Jury** submitted comments for inclusion in the Minutes: Hello and thank you for allowing me to speak this afternoon. For those of you who don’t know me, I am Sarah Jury and I’ve lived in Saginaw Township for over 40 years. Seven years ago, while Treasurer of the Castle Museum Board, we were coming out of the bad recession of 2008, and appraisals on property were dropping. Each year we watched the amount of money we would get from our millage, and each year it would drop. Since then, property values have stabilized somewhat, but never taken off. Looking at the Equalization Reports for 2017, 2018, and 2019, it seems your budget has increased 2.3 to 2.4 percent a year, nice and steady, but not too long ago they were dropping. This brings me to my main point. I believe you have found a property off Bay Road and want to purchase it for the Animal Control Shelter. First, I am sure it is without flaw, because after all, it is located in perhaps the most prime commercial real estate location in Saginaw County – close to Saginaw Valley University and the Bay Road Commercial Corridor. Although it is not centrally located in the county, and the traffic congestion can be problematic at times, it is generally a location people will travel to when looking for furniture, automobiles, groceries, dinners, movies, etc. The property is \$170,000 for 7 acres. If that property were sold instead to a private party and developed, with a building it most likely would be valued in excess of \$1,000,000. Currently it pays \$1,350 per year in taxes. But if it were developed, its SEV would increase and contribute greatly to local, county, and school millage. This is what I call “opportunity costs” of a project. Over 10 years it could easily cost our area more than



\$100,000 of lost income in addition to the purchase price. It seems a crime to me, to take prime real estate off the county tax rolls when we already have properties in the county that are not generating taxes, and may be eyesores. And to make it worse, the owner of the property is not a Saginaw County resident. Surely, we can do better as stewards of our tax monies. Lastly, I have repeatedly heard of the hope of more traffic for the animal shelter. I can only speak for myself, and I am more apt to stop by the shelter on Gratiot (which I have in the past), or the proposed site on Davenport than to go out to Bay Road, which I tend to avoid. And I personally have no problem going to the Saginaw Club, Dow, SVRC Market Place, Ascension Hospital, Castle Museum, Children’s Zoo, YMCA or to the Cardiologists on Washington. Traffic is light, the areas are safe, and I can get there in about 15 minutes. In conclusion, I want to thank the County Commissioners for allowing me to speak today, for the time they give to the county, and for the energy they expended just being elected. It is a thankless job.

- **Joseph Kline, DVM**, spoke as a veterinarian and his interest in shelter medicine. Dr. Kline disagrees with placing the shelter in a high-traffic area and believes the county needs to provide multiple adoption sites in addition to a quiet setting for the shelter.
- **Jonathan Webb, President/CEO of Castle Museum**, spoke regarding the proposed millage language on the agenda. He asked commissioners to recognize the significance of the request and if not able to personally promote at least to not obstruct the request to place the language on the August 2020 ballot.
- **Veronica Horn, President/CEO of Saginaw County Chamber of Commerce**, submitted comments for inclusion in the Minutes: Mr. Chairman and Members of the Saginaw County Board of Commissioners: Thank you for the opportunity to appear before you today to express the opinion of the Saginaw County Chamber of Commerce and its nearly 1000 members, regarding the decision you will make on the location of the Saginaw Animal Control Facility. When economic developers and Site Selection Professionals assist a business in either locating or expanding a business, their primary focus is to keep that business in the same community where it is already located. In short, pulling a company out of its existing community hurts that community. There are several locations in the City of Saginaw that are available for development of a new Animal Control Facility and we’d be more than happy to work with you to identify a location in the city, where the overwhelming majority of calls for service originate. While the Animal Control Facility does not pay property tax, its employees do pay income tax. The loss of that income tax to the City of Saginaw is a real concern. I have another concern about the way this decision was developed, in that negative comments were made about safety. These statements were opinions and based on feelings; those very same things that the Saginaw County Chamber of Commerce and numerous other organizations in this County have been fighting to change. Perception is not reality. A location in the City of Saginaw will be as safe as almost anywhere in this county. I would respectfully urge you to reconsider moving this facility out of the City of Saginaw. Thank you.
- **Debra Melkonian** spoke regarding site selection for the Animal Care & Control Center.



- **David Morley, Vice President of Morley Family Foundation**, submitted comments for inclusion in the Minutes: I am writing in support of keeping the new animal shelter in the city of Saginaw. The millage was passed for the new shelter. We have a city that is rebuilding and doing a great job of enticing new business to come and old business to stay and update facilities. Delta College invested in our downtown with a brand new facility. Talk about college students close by for volunteering. Saginaw’s medical future has blossomed with renewed focus on our hospital campuses and medical schools. We have business incubators and committees going great lengths to ensure prosperity in our downtown environment. Saginaw City has abundant properties available and graciously offered one, in our river front district, at no charge. Monies have been invested with new buildings, updates of old buildings like our SVRC marketplace and commitments by countless others to help reshape our downtown landscapes. We even have investors looking at property and buildings in our downtown where a prosperous atmosphere is being created with every new innovation. Saginaw needs to keep this animal shelter in the city where most of its other county governmental centers are. Logistically it makes no sense to move it elsewhere. Volunteers will come no matter the location. What better way to continue to improve our riverfront and downtown area than to show an investment in building up an area as opposed to letting it remain blighted. Show the people, no better yet, give the people of Saginaw another reason to hold their heads high and see improvements and be proud of their city. I implore you do not let this project be hijacked away from its proposed site in the city. Statistically roughly 50% of our animal issues are within the city. It makes no sense to build it anywhere else. With the commitment of time and resources both by the city and individuals to improve our lots and riverfront it would be a step backward to build this elsewhere. The improvement to our parks that is taking shape, new earth friendly plantings and pathways, this would be a perfect complement to all that effort. This decision to keep this new facility in the city would also show that our Commissioners, city council, and decision makers are unified in their thinking. Saginaw’s business leaders have proven their dedication to the city over the years. This is an opportunity for our government, city and county officials, to stand in support of what they and we are working so hard to rebuild.
- **Steve Gerhardt, Treasurer of Saginaw Township**, spoke on behalf of Saginaw Area Local Treasurer’s Association (SALTA) and appealed to commissioners to make fiscally responsible decisions when spending taxpayer dollars. He thanked Commissioner Krafft for his last vote.
- **Jamie Forbes, City Council**, submitted comments for inclusion in the Minutes: Thank you Mr. Chair, Commissioners and staff for allowing me to speak today. My name is Jamie Forbes and I am a community organizer and member of Saginaw City Council. I speak today to support a Saginaw City location for the Saginaw County Animal Control Facility. I speak on my own behalf but I do represent citizens of the city. The last time I spoke to you, we discussed the very real and drastic decline in crime due to collaboration that you all have been a part of. Today I’d like to talk about who is investing in Riverfront Saginaw and ask you to join that transformation once more. Thankfully, Dick Garber, the Shaheen’s, Spence Brothers, Covenant, AscensionSt. Mary’s and many others have invested literally tens of millions of dollars in Riverfront Saginaw in recent years. In March, voters from across the County voted to not just continue supporting the Dow Events Center, they voted to increase that support.



With all these individuals, non-profits and businesses saying yes, how can the County say no? How can the county not join the undeniable renaissance in Riverfront Saginaw? What message would that send? Business and philanthropy have done so much to invest in the Riverfront, to position the animal control facility along the Riverfront affirms the important work that these leaders have invested in. Generation X, Y and Z, people like me, want to move to and invest in communities with active downtowns, vibrant arts and culture and unique local businesses. Employers need these attributes to attract and retain talent. Large chain brick and mortar stores and malls are closing like crazy across the country, Both Bay City and Midland malls are limping along, and ours isn't far behind. I want to remind you that with the support of my colleagues and me, City Manager Tim Morales offered several city properties, including two in celebration square. This area is seriously amazing, with an incredible concentration of recreation right along the river. From the splash pad to Ojibway Island, from the newly renovated YMCA and Boys and Girls club, this area has recently experienced substantial investment with more in the works. The location offered here, especially the site of the current Big Brothers, Big Sisters building, should not be passed over! I would advocate heavily for the construction of a dog park by the city in the park across the street, just imagine it! I invite you to join the other organizations that have invested in this part of the County. We all know these animals, staff and volunteers have waited long enough. We've made the offer, let's make it happen. We are ready to move. I ask you to once again be a part of the renaissance that so many community leaders have supported with their dollars, time and effort; this time please support that renaissance with your vote.

- **Bonnie Kanicki, Animal Care & Control Director**, advocated for the Bay Road location as the site for the new Animal Care & Control center, citing the fact that it's a viable location with great potential.
- **Floyd Kloc, City of Saginaw Mayor**, spoke on his own behalf and city taxpayers regarding the site selection for the new Animal Care & Control center and listed reasons to choose the City of Saginaw site. He asked that commissioners consider a site within the City of Saginaw and to table the matter to make a final decision until the Board of Commissioners can meet face-to-face.

LAUDATORY RESOLUTIONS

None

INITIATORY MOTIONS

None

PETITIONS AND COMMUNICATIONS

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



- 3-17-1** **COMMISSION ON AGING** submitting its FY 2019 Annual Report.
-- Human Services (*Receive & File*)
- 3-17-2** **REGISTER OF DEEDS** presenting its updated Remonumentation County Plan submitted to the State of Michigan, Bureau of Licensing and regulatory Affairs Office.
-- County Services (**3-17-3.1**)
- 3-17-3** **CASTLE MUSEUM** submitting millage renewal language for inclusion on the August 2020 ballot.
-- County Services (**3-17-3.2**)
- 3-17-4** **SHERIFF** submitting information on amendment of the FY 2020 Budget using reserves in the amount of \$5,634 to increase the Narcotics Enforcement Fund for the purpose of leasing six (6) motorcycles in the total amount of \$36,000.
-- Courts & Public Safety (*Pulled at Committee*)
- 3-17-5** **SHERIFF** requesting amendment of the FY 2020 Budget using reserves in the amount of \$5,634 to increase the Narcotics Enforcement Fund for the purpose of leasing six (6) motorcycles in the total amount of \$36,000.
-- Budget/Audit (*Pulled at Committee*)
- 3-17-6** **FRANKENMUTH CONVENTION & VISITORS BUREAU** submitting its FY ending September 30, 2019 Audit.
-- County Services (*Receive & File*)
- 3-17-7** **TREASURER** submitting the County Treasurer’s Investment Report.
(*To be distributed at committee*)
-- Budget/Audit (*Receive & File*)
- 3-17-8** **TREASURER** submitting a resolution of Agency and a Resolution to Borrow Against Delinquent 2019 Real Property Taxes in the amount of \$16,000,000.
-- Budget/Audit (**3-17-4.3/Res. A & Res. B**)
- 3-17-9** **TREASURER/CONTROLLER** sending the electronic transactions and voucher payments transmittal form for the month of January 2020.
-- Budget/Audit (**3-17-4.1**)
- 3-17-10** **CONTROLLER/CAO** submitting information on the Saginaw County Animal Care & Control Resource Center Project Site Selection.
-- Courts & Public Safety (**3-17-2.1**)
- 3-17-11** **CONTROLLER/CAO** submitting a Status Report on the Saginaw County Adult Detention & Sheriff Administration Building Project.
-- Courts & Public Safety (*Receive & File*)
- 3-17-12** **COMMISSION ON AGING** requesting waiver of the hiring freeze to fill the position of Program Specialist I (PCN #238333) which oversees the Meals on Wheels program, among other duties.
-- Labor Relations (**3-17-5.1**)
- 3-17-13** **COMMISSION ON AGING** requesting changes to its PCN Roster regarding percentages of time associated with budget activities for the positions of Senior Center Coordinator (Maple Grove/Friendship/Chesaning), Driver I (Maple Grove), and Custodian.
-- Labor Relations (**3-17-5.2**)
- 3-17-14** **PERSONNEL DIRECTOR** submitting the February 2020 Employment Status Report.
-- Labor Relations (*Receive & File*)



- 3-17-15** **CONTROLLER/CAO** requesting approval of a Resolution regarding the FY 2021 Budget and revised Budget Calendar.
-- Budget/Audit (**3-17-4./Res. C**)
- 3-17-16** **DOUG DEETER, CPA, REHMANN** submitting a draft of the FY 2019 Audited Financial Statements for Saginaw County.
-- Budget/Audit (**3-17-4.2**)
- 3-17-17** **REGISTER OF DEEDS** requesting waiver of the hiring freeze to fill the position of Account Clerk III/Office Assistant II.
-- Executive (**3-17-6.1**)
- 3-17-18** **HEALTH DEPARTMENT** requesting approval to increase its budget using fund balance in an amount not to exceed \$50,000 for the purpose of COVID-19 response and dissemination of information.
-- Executive (**3-17-6.2**)

INITIATORY MOTIONS

None

REPORTS OF COMMITTEES

1. **Human Services Committee – A. O’Neal, Chair; J. Theisen, Vice-Chair**
None

2. **Courts and Public Safety Committee – C. Hadsall, Chair; K. Kilpatrick, Vice-Chair**
 - 2.1) **CONTROLLER/CAO**, re: Approval of 5641 Bay Road, Kochville Township, for site of Animal Care & Control Resource Center Project
 - *Hadsall moved, seconded by Theisen, to approve the request. After discussion, Chairman Webster asked the Clerk to take a roll-call vote and the motion carried as follows:*
Yes: Stack, Kilpatrick, Theisen, Harris, Hadsall, Dwan - 6
No: Matthews, Krafft, O’Neal, Ruth, Webster - 5
Total: - 11

FROM: COMMITTEE ON COURTS & PUBLIC SAFETY – 2.1

APRIL 9, 2020
MARCH 17, 2020

Your committee considered Communication No. 3-17-10 from Robert Belleman, Controller/CAO, submitting information on the Saginaw County Animal Care & Control Resource Center Project Site Selection.

The committee met with Mr. Belleman who discussed the property at 5641 Bay Road, Saginaw, Michigan. The purchase price is \$172,500 contingent on municipal approvals, Board of Commissioners’ acceptance and approval, final zoning approval, legal description review and approval, and buyer’s satisfaction the property can be used for buyer’s intended purposes.

We recommend approval to accept 5641 Bay Road, Saginaw, Michigan as the new site for Saginaw County Animal Care & Control Resource Center.



Respectfully Submitted,

COMMITTEE ON COURTS & PUBLIC SAFETY

Cheryl M. Hadsall, Chair

Kathleen K. Dwan

Michael A. Webster

Kirk W. Kilpatrick, Vice-Chair

Amos O’Neal

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

3.1) **REGISTER OF DEEDS**, re: Approval of Remonumentation County Plan

- **Stack moved, seconded by Krafft, to approve the request. Chairman Webster asked the Clerk to take a roll-call vote and the motion carried as follows:**

Yes: Kilpatrick, Matthews, Theisen, Harris, Hadsall, Krafft, O’Neal, Ruth, Dwan, Stack, and Webster – 11

No: None - 0

Total: - 11

3.2) **CASTLE MUSEUM**, re: Approval of millage renewal language for inclusion on the August 2020 ballot

- **Stack moved, seconded by Krafft, to approve the request. Discussion was held regarding the economy and reducing the millage from ten (10) years to six (6) years. Theisen moved, seconded by Ruth, to amend the motion and reduce the length of time of the millage to 2021 – 2026, both inclusive. The Clerk took a roll-call vote on the amendment, which carried as follows:**

Yes: Matthews, Theisen, Harris, Hadsall, Ruth, Dwan, Kilpatrick, and Webster - 8

No: Krafft, O’Neal, and Stack - 3

Total: - 11

- **After discussion, the Clerk took a roll-call vote on Board Report 3.2, as amended, which carried as follows:**

Yes: Theisen, Hadsall, Krafft, Ruth, Dwan, Stack, Kilpatrick, Matthews and Webster - 9

No: Harris, O’Neal - 2

Total: - 11

FROM: COMMITTEE ON COUNTY SERVICES – 3.1

APRIL 9, 2020

~~MARCH 17, 2020~~

Your committee considered Communication No. 3-17-2 from Katie Kelly, Register of Deeds, presenting its updated Remonumentation County Plan submitted to the State of Michigan, Bureau of Licensing and Regulatory Affairs Office.

We met with Ms. Kelly who presented two county maps that show the Remonumentation Program from 1993 - 2022. In 1990, Public Act 345 was adopted by the State Legislature. This Act created a State Survey and Remonumentation Commission that would be responsible for restoring the property controlling corners in the state. In accordance with said Act, counties are required to adopt a



Remonumentation Plan. Once a county has its Plan approved by the State Commission, it is eligible to file a grant application to offset the costs of carrying out the Plan.
We recommend approval of the Remonumentation Plan for Saginaw County, as submitted.

Respectfully Submitted,

COMMITTEE ON COUNTY SERVICES

Charles M. Stack, Chair
Kyle R. Harris
Michael A. Webster

Cheryl M. Hadsall, Vice-Chair
Dennis H. Krafft

FROM: COMMITTEE ON COUNTY SERVICES – 3.2

***AMENDED**

APRIL 9, 2020

MARCH 17, 2020

Your committee considered Communication No. 3-17-3 from Jonathan Webb, President & CEO, Castle Museum, submitting millage renewal language for inclusion of the August 2020 ballot.
We met with Mr. Webb who provided the ballot language, as follows:

CASTLE MUSEUM – MILLAGE RENEWAL PROPOSAL

“Shall the County of Saginaw, Michigan (‘County’) renew the existing millage previously voted in the limitation on the total amount of general ad valorem taxes which may be imposed for all purposes upon real and personal property in the County, as provided in Article 9, Section 6 of the Michigan Constitution of 1963, as amended, which last resulted in a levy of .1997 mill (\$0.1997 per \$1000.00) of taxable valuation of such property as finally equalized, for levy in the years 2021 to 2030~~26~~*, both inclusive, which levy is estimated to raise up to \$1,036,416 in the first year, for the purpose of continuing operations of the Castle Museum of Saginaw County History, and supporting the historical museums in Bridgeport, Chesaning, Frankenmuth, St. Charles, and other activities of historical importance within the entire Saginaw County?”

*The Board of Commissioners approved an amendment at the April 9, 2020 Special Board Session that reduced the length of the millage from ten (10) years to six (6) years.

We recommend approval of millage language as reviewed by Civil Counsel and direct the County Clerk to place the question before the electorate on the August 2020 countywide ballot.

Respectfully Submitted,

COMMITTEE ON COUNTY SERVICES

Charles M. Stack, Chair
Kyle R. Harris
Michael A. Webster

Cheryl M. Hadsall, Vice-Chair
Dennis H. Krafft



4. **Budget Audit Committee – D. Krafft, Chair; A. O’Neal, Vice-Chair**

- 4.1) **TREASURER/CONTROLLER**, re: Payment of Claims for January 2020
- 4.2) **CONTROLLER/FINANCE DIRECTOR**, re: Approval of FY 2019 Audit
- 4.3) **TREASURER**, re: Approval of County Purchase of 2019 Delinquent Taxes
- 4.4) **CONTROLLER/FINANCE DIRECTOR**, re: Approval of Resolution regarding the FY 2021 Budget and amendment of the FY 2021 Budget Calendar

▪ ***Krafft moved, seconded by Dwan, to approve 4.1 through 4.4 leaving room for exceptions. There were no exceptions and the motion carried by the following roll-call vote:***

Yes: Harris, Hadsall, Krafft, O’Neal, Ruth, Dwan, Stack, Kilpatrick, Matthews, Theisen and Webster – 11

No: None - 0

Total: - 11

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.1

APRIL 9, 2020
~~MARCH 17, 2020~~

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>
3-17-9	Electronic Transactions	January 1 – 31, 2020	\$ 7,799,590.44
	Voucher Payments	January 1 – 31, 2020	\$ 7,806,296.47

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

James G. Theisen

Michael A. Webster

Amos O’Neal, Vice-Chair

Carl E. Ruth

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.2

APRIL 9, 2020
~~MARCH 17, 2020~~

Your Budget/Audit Committee met with Doug Deeter, Auditor from the CPA firm of Rehmann, who reported on the progress of the County of Saginaw Audited Financial Statements for the Fiscal Year ended September 30, 2019. A draft of the Audit was provided to the Budget/Audit Committee members and for distribution to all other commissioners. (*Comm. No. 3-17-16*)

The Auditors indicated the County of Saginaw has six (6) months to submit its Audit to the State of Michigan to comply with State laws. Should the County not file its Audit within this deadline, the County could incur financial penalties. The Audit is in the final stages of completion but will not be finalized until after today’s Board Session.



Accordingly, we recommend the Controller/CAO submit the County of Saginaw Audited Financial Statements and Management Letter for the Fiscal Year ended September 30, 2019 to the State of Michigan on or before March 31, 2020, upon completion. Further, that the Board of Commissioners will receive and approve a final copy of the Audit Report at its April 21, 2020 meeting.

Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair
James G. Theisen
Michael A. Webster

Amos O’Neal, Vice-Chair
Carl E. Ruth

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.3

APRIL 9, 2020
MARCH 17, 2020

Your Budget/Audit Committee considered Communication No. 3-17-8 from Timothy M. Novak, County Treasurer, forwarding for approval the Resolution authorizing the borrowing for the County purchase of the 2019 Delinquent Taxes and the Resolution designating the County Treasurer as Agent for the County.

The Notes will be sold as taxable issue this year, the same as has been done for the past 31 years. With the 2019 budgeted contribution of \$1,500,000 the Delinquent Tax Revolving Fund will have contributed \$55,308,857 to the General Fund since 1980.

The estimated borrowing amount is as follows:

County Spread (Real only) and Special Assessments	
TOTAL	\$ 198,584,674
91% Collections	\$ 180,712,053
9% Delinquent	17,872,621
Collections through May 2019	<u>(\$ 1,500,000)</u>
	\$ 16,372,621
Estimated County Purchase	\$ 16,000,000

We recommend the County purchase the 2019 Delinquent Taxes, as presented above. Under the proper order of business, the appropriate Resolutions will be submitted authorizing the borrowing and designating the County Treasurer as Agent for the County.

Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair
James G. Theisen
Michael A. Webster

Amos O’Neal, Vice-Chair
Carl E. Ruth



FROM: COMMITTEE ON BUDGET/AUDIT -- 4.4

APRIL 9, 2020
~~MARCH 17, 2020~~

Your Budget/Audit Committee considered Communication No. 3-17-15 from Robert V. Belleman, Controller/CAO, requesting approval of a Resolution that revises the FY 2021 Budget process and associated Budget Calendar.

We met with the Controller who stated the Board of Commissioners has indicated through letters to Elected Officials, Judges, and Department Heads that it does not intend to use General Fund fund balance in Fiscal Year 2021. The Board of Commissioners, through its Budget/Audit Committee, has been meeting with Elected Officials, Judges, Department Heads, and Agencies, who rely on General Fund for financial support through annual appropriations, to discuss (1) revenue opportunities; (2) contracting; (3) efficiencies; (4) cost containment opportunities; (5) impact of 4.69% reduction; and (6) other opportunities. Further, the Budget/Audit Committee desires to ensure the Board of Commissioners establishes clear guidelines for the preparation of the Fiscal Year 2021 Budget.

We recommend approval of the Resolution presented under the regular order of business that revises the FY 2021 Budget process and FY 2021 Budget Calendar.

Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair

James G. Theisen

Michael A. Webster

Amos O'Neal, Vice-Chair

Carl E. Ruth

5. **Labor Relations Committee – K. Kilpatrick, Chair; C. Stack, Vice-Chair**

5.1) **COMMISSION ON AGING**, re: Waiver of the hiring freeze for the position of Program Specialist I, which oversees the Meals on Wheels program

5.2) **COMMISSION ON AGING**, re: Approval to change its PCN Roster regarding percentages of time associated with budget activities for the positions of Senior Center Coordinator (Maple Grove/Friendship/Chesaning), Driver I (Maple Grove), and Custodian

- ***Kilpatrick moved, seconded by Matthews, to approve 5.1 and 5.2 leaving room for exceptions. There were no exceptions and the motion carried by the following roll-call vote:***

Yes: Hadsall, Krafft, O'Neal, Ruth, Dwan, Stack, Kilpatrick, Matthews, Theisen, Harris, and Webster – 11

No: None - 0

Total: - 11

FROM: COMMITTEE ON LABOR RELATIONS -- 5.1

APRIL 9, 2020
~~MARCH 17, 2020~~

Your Labor Relations Committee considered Communication No. 3-17-12 from Jessica Sargent, Director, Commission on Aging, requesting waiver of the hiring freeze to fill the position of Program Specialist I (PCN #238333).



We met with Ms. Sargent who explained that this position will be vacant as of June 5, 2020 due to retirement/resignation. This is a key position that oversees the Meals on Wheels routes from the central kitchen, which has the largest number of clients/meals delivered from this site. This position also assists with the packaging and counting of meals that go out to all sites, and other duties.

We recommend approval to waive the hiring freeze and fill the position of Program Specialist I at Commission on Aging.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair

Kyle R. Harris

Michael A. Webster

Charles M. Stack, Vice-Chair

Sheldon Matthews

FROM: COMMITTEE ON LABOR RELATIONS -- 5.2

APRIL 9, 2020

MARCH 17, 2020

Your Labor Relations Committee considered Communication No. 3-17-13 from Jessica Sargent, Director, Commission on Aging, requesting changes to its PCN Roster regarding percentages of time associated with budget activities for the positions of Senior Center Coordinator (Maple Grove/Friendship/Chesaning), Driver I (Maple Grove), and Custodian.

We met with Ms. Sargent who explained that positions #1 – 4 are currently working the hours as noted; the only changes that will occur are the rate of paid time off accrued and holiday pay rate, both of which will be absorbed in the budget. The custodian, position #5 below, is currently budgeted only in the Home Delivered Meals activity, but the duties performed should align appropriately with the funding received through the grant.

		Activity	PCN # and Time (%) (CURRENT)	PCN # and Time (%) (PROPOSED CHANGE)
1.	Senior Center Coordinator (Maple Grove)	Nutrition III C-2 HDM 67273 Nutrition III C-1 Congregate 67272 (55 hours/pay period)	238337 37% 238215 26%	238337 40% 238215 29%
2.	Senior Center Coordinator (Friendship)	Minority Staffing 67264 (58 hours/pay period)	238101 70%	238101 72%
3.	Senior Center Coordinator (Chesaning)	Nutrition III C-2 HDM 67273 Nutrition III C-1 Congregate 67272 (44 hours/pay period)	238356 30% 238211 20%	238356 33% 238211 22%
4.	Driver I (Maple Grove)	Nutrition III C-2 HDM 67273 (50 hours/pay period)	238350 50%	238350 63%
5.	Custodian	Nutrition III C-2 HDM 67273 Nutrition III C-1 Congregate 67272 Senior Services 67201 (55 hours/pay period)	238237 69%	238237 45% 238012 17% (new PCN #) 7%

We recommend approval to modify the PCN roster at Commission on Aging to reflect the proposed changes as noted above.



Respectfully Submitted,
COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair
Kyle R. Harris
Michael A. Webster

Charles M. Stack, Vice-Chair
Sheldon Matthews

6. **Executive Committee – M. Webster, Chair**

- 6.1) **REGISTER OF DEEDS**, re: Waiver of the hiring freeze for the position of Account Clerk III/Office Assistant II
- 6.2) **HEALTH DEPARTMENT**, re: Approval to increase its budget using fund balance in an amount not to exceed \$50,000 for the purpose of COVID-19 response and dissemination of information
- 6.3) **CONTROLLER/CAO**, re: Approval to suspend all Saginaw County out-of-state travel until further notice due to the COVID-19 pandemic

▪ ***O’Neal moved, seconded by Ruth, to approve 6.1 through 6.3 leaving room for exceptions. There were no exceptions and the motion carried by the following roll-call vote:***

Yes: Krafft, O’Neal, Ruth, Dwan, Stack, Kilpatrick, Matthews, Theisen, Harris, Hadsall, and Webster – 11

No: None - 0

Total: - 11

FROM: EXECUTIVE COMMITTEE -- 6.1

**APRIL 9, 2020
~~MARCH 17, 2020~~**

Your Executive Committee considered Communication No. 3-17-17 from Katie Kelly, Register of Deeds, requesting waiver of the hiring freeze and approval to fill the vacant position of **Account Clerk III / Office Assistant II**.

We spoke with Ms. Kelly who stated she was recently notified of the resignation of an employee who held this position and it is necessary to maintain an acceptable level of service.

We recommend approval to waive the hiring freeze and fill the position of Account Clerk III / Office Assistant II within the Register of Deeds.

Respectfully Submitted,
EXECUTIVE COMMITTEE

Michael A. Webster, Chairman
Cheryl M. Hadsall
Dennis H. Krafft

Amos O’Neal
Charles M. Stack

FROM: EXECUTIVE COMMITTEE -- 6.2

**APRIL 9, 2020
~~MARCH 17, 2020~~**

Your Executive Committee considered Communication No. 3-17-18 from Christina Harrington, Saginaw County Health Officer (SCHD), requesting approval to use fund balance for the purpose of COVID-19 response and dissemination of information.



Ms. Harrington request the use of fund balance to effectively respond to the COVID-19 pandemic for Saginaw County. Barckholtz Group has been contracted and has agreed to assist the department in plan development, material creation and assistance with media in relation to the COVID-19 global pandemic. With the lack of resources, the Health Department is drowning with the lack of capacity to deal with the communication regarding COVID-19. SCHD cannot alone effectively respond to the necessary COVID-19 guidance needed for Saginaw County. Barckholtz Group will assist the department in providing effective communication to the residents of Saginaw County. We recommend approval to use fund balance and to amend the FY 2020 Budget for Saginaw County Public Health Department in an amount not to exceed \$50,000.

Respectfully Submitted,

EXECUTIVE COMMITTEE

Michael A. Webster, Chairman
Cheryl M. Hadsall
Dennis H. Krafft

Amos O’Neal
Charles M. Stack

FROM: EXECUTIVE COMMITTEE -- 6.3

**APRIL 9, 2020
MARCH 17, 2020**

Your Executive Committee considered a request from Robert Belleman, Controller/CAO, for approval to cancel all out of state travel for Saginaw County employees and elected officials due to the Coronavirus Disease 2019 (COVID-19) pandemic until further notice.

We met with Mr. Belleman and discussed the seriousness of COVID-19 and protecting the county employees. COVID-19 is a respiratory illness that can spread from person to person. The virus that causes COVID-19 is a novel coronavirus that was first identified during an investigation into an outbreak in Wuhan, China and has now entered the United States. The pandemic has caused events, schools and businesses to close for weeks in hopes to slow the spread of the virus.

We recommend approval to cancel all out of state travel for Saginaw County employees and elected officials until further notice.

Respectfully Submitted,

EXECUTIVE COMMITTEE

Michael A. Webster, Chairman
Cheryl M. Hadsall
Dennis H. Krafft

Amos O’Neal
Charles M. Stack

7. **Legislative Committee – J. Theisen, Chair; A. O’Neal, Vice-Chair**

None

8. **Intergovernmental Cooperation Committee – J. Theisen, Chair; C. Stack, Vice-Chair**

None

9. **Committee Compensation**

- 3-17-20.1) February 9, 2020 – February 22, 2020
- 3-17-20.2) February 23, 2020 – March 7, 2020



- **Theisen moved, seconded by Hadsall, to approve 3-17-20.1 and 3-17-20.2 leaving room for exceptions. There were no exceptions and the motion carried.**

COMMITTEE COMPENSATION - 3.17.20.1

March 17, 2020

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held February 9 - February 22, 2020.

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	02/10/20	Labor Relations Committee	Kilpatrick	\$50.00	1
			Stack	\$50.00	1
			Matthews	\$50.00	1
			Webster	\$50.00	1
2	02/11/20	Community Corrections Advisory Board	Theisen	\$50.00	1
3	02/14/20	MAC Environmental/Lansing	Webster	\$50.00	1
4	02/18/20	Board Session Harris, Kilpatrick, Krafft, Matthews, O'Neal, Ruth, Stack, Theisen, Webster <i>Absent: Dwan, Hadsall</i>	9 Present	\$450.00	9
5	02/19/20	Saginaw Valley Zoological Society	Matthews	\$50.00	1
6	02/20/20	Commission on Aging	Stack	\$50.00	1
7	02/20/20	City/County/School Liaison	Ruth	\$50.00	1
8	02/21/20	MAC General Government/Lansing	Harris	\$50.00	1
9	02/21/20	Saginaw Future Board	Webster	\$50.00	1
TOTAL				\$1,000.00	20

Respectfully Submitted, Suzy Koepplinger, Board Coordinator (2-21-20)

COMMITTEE COMPENSATION - 3.17.20.2

March 17, 2020

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held February 23 - March 7, 2020.

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	02/24/20	MAC Health & Human Services - NO MILEAGE	O'Neal	\$50.00	1
2	02/24/20	MAC Judiciary & Public Safety - NO MILEAGE	Hadsall	\$50.00	1
3	02/24/20	MI Works! Joint Board - Midland	Matthews	\$50.00	1
			Ruth	\$50.00	1
			Stack	\$50.00	1
4	02/25/20	Employee Wellness Committee	Webster	\$50.00	1
			Theisen	\$50.00	1



5	03/02/20	Human Services Committee	O'Neal	\$50.00	1
			Theisen	\$50.00	1
			Matthews	\$50.00	1
			Ruth	\$50.00	1
			Webster	\$50.00	1
6	03/03/20	Courts & Public Safety Committee	Hadsall	\$50.00	1
			Kilpatrick	\$50.00	1
			Dwan	\$50.00	1
			O'Neal	\$50.00	1
			Webster	\$50.00	1
7	03/04/20	Crime Prevention Council	Ruth	\$50.00	1
8	03/04/20	County Services Committee	Stack	\$50.00	1
			Hadsall	\$50.00	1
			Krafft	\$50.00	1
			Webster	\$50.00	1
9	03/05/20	Budget/Audit Committee	Krafft	\$50.00	1
			O'Neal	\$50.00	1
			Theisen	\$50.00	1
			Ruth	\$50.00	1
			Webster	\$50.00	1
10	03/06/20	MAC Finance Committee - NO MILEAGE	Krafft	\$50.00	1
			TOTAL	\$1,400.00	28

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (3-6-20)

RESOLUTIONS

RESOLUTION "A"

Resolution of Agency

Pursuant To Section 87c of Act 206

At a special meeting of the Board of Commissioners of the County of Saginaw, State of Michigan held at Saginaw, Michigan on the 9th day of April, 2020.

PRESENT: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O'Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster – 11*

Commissioner Krafft offered the following resolution and moved for adoption. The motion was seconded by Commissioner Kilpatrick.



WHEREAS, the Board of Commissioners of this County has heretofore adopted a resolution establishing the Saginaw County Delinquent Tax Revolving Fund, pursuant to Section 87b of Act No. 206, Public Acts of Michigan, 1893, as amended ("Act 206"); and,

WHEREAS, this Fund has been designated as the 100% Tax Payment Fund (the "Fund") by the County Treasurer; and,

WHEREAS, pursuant to Act 206, upon creation of the Fund the County Treasurer is to act as agent for the County to administer the Fund; and,

WHEREAS, the Board of Commissioners of the County has adopted a Resolution to Borrow Against Anticipated Delinquent 2019 Real Property Taxes to continue the Fund for 2020.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the County of Saginaw, State of Michigan, as follows:

1. Pursuant to Section 87c of Act 206, the County Treasurer's office shall receive for delinquent tax administrative expenses in connection with the Fund and the issuance of General Obligation Limited Tax Notes, Series 2020 by the County such sums as are provided by law.
2. As agent for the County, the County Treasurer shall act pursuant to Act 206 and as further provided in the Resolution to Borrow Against Anticipated Delinquent 2019 Real Property Taxes heretofore adopted by the County Board of Commissioners.

After discussion, the vote was:

Yeas: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 11*

Nays: - 0

TOTAL: - 11

STATE OF MICHIGAN)
)ss
 COUNTY OF SAGINAW)

I, the undersigned, the duly qualified and acting Clerk of the County of Saginaw, State of Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a special meeting of the Board of Commissioners of said County, held on the 9th day of April, 2020, the original of which is on file in the Board Office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended.



IN WITNESS WHEREOF, I have hereunto affixed my official signature this 9th day of April, 2020.

Michael J. Hanley, County Clerk
County of Saginaw

RESOLUTION "B"
RESOLUTION TO BORROW AGAINST
ANTICIPATED DELINQUENT 2019 REAL PROPERTY TAXES

At a special meeting of the Board of Commissioners of the County of Saginaw, State of Michigan held at Saginaw, Michigan on the 9th day of April, 2020.

PRESENT: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O'Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 11*

Commissioner Krafft offered the following resolution and moved for adoption. The motion was seconded by Commissioner Ruth.

WHEREAS, the Board of Commissioners of the County of Saginaw (the "County") has heretofore adopted a resolution establishing the Saginaw County Delinquent Tax Revolving Fund (the "Fund") pursuant to Section 87b of Act No. 206, Public Acts of Michigan, 1893, as amended ("Act 206"); and,

WHEREAS, the purpose of the Fund is to allow the Saginaw County Treasurer (the "County Treasurer") to pay from the Fund any or all delinquent real property taxes that are due and payable to the County, the State of Michigan and any school district, intermediate school district, community college district, city, township, special assessment district or other political unit for which delinquent tax payments are due; and,

WHEREAS, it is hereby determined to be necessary for the County to borrow money and issue its notes for the purposes authorized by Act 206, particularly Sections 87c, 87d and 87g thereof; and,

WHEREAS, it is estimated that the total amount of unpaid 2019 delinquent real property taxes (the "delinquent taxes") outstanding on March 1, 2020, will be approximately **\$17,712,053** exclusive of interest, fees and penalties.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the County of Saginaw, State of Michigan, as follows:

Authorization of Borrowing

1. Pursuant to and in accordance with the provisions of Act 206, Public Acts of Michigan, 1893, as amended, and especially Sections 87c, 87d and 87g thereof, the County shall borrow the sum of not to exceed **Sixteen Million Dollars (\$16,000,000)** and issue its notes (the "notes") therefor for the purpose of continuing the Fund for the 2019 tax year. The exact amount to be borrowed shall not exceed the amount of delinquent taxes



outstanding on March 1, 2020, exclusive of interest, fees and penalties. The County Treasurer shall designate the exact amount to be borrowed after the amount of the 2019 delinquent taxes outstanding on March 1, 2020, or the portion of the 2019 delinquent taxes against which the County shall borrow, has been determined.

Note Details

2. Pursuant to provisions of applicable law and an order of the County Treasurer, which order is hereby authorized, the notes may be issued in one or more series; shall be known as "General Obligation Limited Tax Notes, Series 2020" with a letter designation added thereto if the notes are issued in more than one series; shall be in fully registered form in denominations not exceeding the aggregate principal amounts for each maturity of the notes; shall be sold for not less than 98% of the face amount of the notes; shall bear interest at fixed or variable rates not to exceed the maximum interest rate permitted by applicable law; shall be dated, payable as to interest and in principal amounts, be subject to redemption in whole or in part prior to maturity, including any redemption premiums, and be subject to renewal, at such times and in such amounts, all as shall be designated in the order of the County Treasurer. Notes or portions of notes called for redemption shall not bear interest after the redemption date, provided funds are on hand with the note registrar and paying agent to redeem the same. Notice of redemption shall be given in the manner prescribed by the County Treasurer, including the number of days' notice of redemption and whether such notice shall be written or published, or both. If any notes of any series are to bear interest at a variable rate or rates, the County Treasurer is hereby further authorized to establish by order, and in accordance with law, a means by which interest on such notes may be set, reset or calculated prior to maturity, provided that such rate or rates shall at no time be in excess of the maximum interest rate permitted by applicable law. Such rates may be established by reference to the minimum rate that would be necessary to sell the notes at par; by a formula that is determined with respect to an index or indices of municipal obligations, reported prices or yields on obligations of the United States or the prime rate or rates of a bank or banks selected by the County Treasurer; or by any other method selected by the County Treasurer. If requested by the original purchaser of the notes and determined by the County Treasurer, the notes may be issued in the form of a single note with an exhibit containing the principal maturity amounts and applicable interest rates and due dates.

Payment of Principal and Interest

3. The principal of and interest on the notes shall be payable in lawful money of the United States from such funds and accounts as provided herein. Principal shall be payable upon presentation and surrender of the notes to the note registrar and paying agent when and as the same shall become due, whether at maturity or earlier redemption; provided, however, if the notes are issued in the form of a single note, the County Treasurer may determine that presentation and surrender of the notes to the note registrar and paying agent is not required for some or all principal installments, and, in such case, such principal installments shall be paid to the registered owner of the notes as shown on the registration books. Interest shall be paid to the owner shown as the registered owner on the registration books at the close of business on such date prior to the date such interest



payment is due, as is provided in the order of the County Treasurer. Interest on the notes shall be paid when due by check, draft or as the County Treasurer otherwise determines by the note registrar and paying agent to the registered owner at the registered address, or by such other method as determined by the County Treasurer.

Note Registrar and Paying Agent

4. The County Treasurer shall designate, and may enter into an agreement with, a note registrar and paying agent for each series of notes that shall be the County Treasurer or a bank or trust company that is qualified to act in such capacity under the laws of the United States of America or the State of Michigan. The County Treasurer may from time to time designate a similarly qualified successor note registrar and paying agent. Alternatively, the County Treasurer may serve as note registrar and paying agent if so designated by written order of the County Treasurer.

Disposition of Note Proceeds

5. The proceeds of the sale of the notes shall be deposited into a separate account in the Fund and shall be used to continue the Fund. The County Treasurer shall pay therefrom and from unpledged funds in the Fund, uncommitted funds in the County General Fund and/or any other legally available funds, the full amount of the delinquent tax roll against which the County has borrowed, delivered as uncollected by any tax collector in the County and that is outstanding and unpaid on or after March 1, 2020, in accordance with the provisions of Act 206. If the notes are sold at a premium, the County Treasurer shall determine what portion of the premium, if any, shall be deposited in the 2020 Collection Account established in Section 6 hereof.

2020 Collection Account

6. There is hereby established as part of the Fund an account (hereby designated the "2020 Collection Account") into which account the County Treasurer shall place delinquent taxes against which the County has borrowed, and interest thereon, collected on and after March 1, 2020, or such later date as determined by the County Treasurer, all County property tax administration fees on such delinquent taxes, after expenses of issuance of the notes have been paid, any premium as determined pursuant to Section 5 hereof, and any amounts received by the County Treasurer from the County, the State of Michigan and any taxing unit within the County, because of the uncollectibility of such delinquent taxes. The foregoing are hereby established as funds pledged to note repayment. The County Treasurer shall designate the delinquent taxes against which the County shall borrow for each series of notes.

Note Reserve Fund

7. There is hereby authorized to be established by the County Treasurer a note reserve fund for the notes (the "2020 Note Reserve Fund") if the County Treasurer deems it to be reasonably required as a reserve and advisable in selling the notes at public or private sale. The County Treasurer is authorized to deposit in the 2020 Note Reserve Fund from proceeds of the sale of the notes, unpledged moneys in the Fund, uncommitted funds in the County General Fund and/or any other legally available funds, an amount not exceeding ten percent (10%) of the face amount of the notes.



Security for Payment of Notes

8. All of the moneys in the 2020 Collection Account and the 2020 Note Reserve Fund, if established, and all interest earned thereon, relating to a series of notes are hereby pledged equally and ratably as to such series to the payment of the principal of and interest on the notes and shall be used solely for that purpose until such principal and interest have been paid in full. When moneys in the 2020 Note Reserve Fund, if established, are sufficient to pay the outstanding principal of the notes and the interest accrued thereon, such moneys may be used to retire the notes. If more than one series of notes is issued, the County Treasurer by order shall establish the priority of the funds pledged for payment of each such series. In such case the County Treasurer may establish sub-accounts in the various funds and accounts established pursuant to the terms of this resolution as may be necessary or appropriate.

Additional Security

9. Each series of notes, in addition, shall be a general obligation of the County, secured by its full faith and credit, which shall include the County's limited tax obligation, within applicable constitutional and statutory limits, and its general funds. The County budget shall provide that if the pledged delinquent taxes and any other pledged amounts are not collected in sufficient amounts to meet the payments of principal and interest due on each series of notes, the County, before paying any other budgeted amounts, will promptly advance from its general funds sufficient moneys to pay that principal and interest. The County shall not have the power to impose taxes for payment of the notes in excess of constitutional or statutory limitations. If moneys in the 2020 Collection Account and the 2020 Note Reserve Fund, if established, are not sufficient to pay the principal of and interest on the notes, when due, the County shall pay the same in accordance with this Section, and may thereafter reimburse itself from the delinquent taxes collected.

Release of Pledge of 2020 Collection Account

10. Upon the investment of moneys in the 2020 Collection Account in direct non-callable obligations of the United States of America in amounts and with maturities that are sufficient to pay in full the principal of and interest on the notes when due, any moneys in the 2020 Collection Account thereafter remaining may be released from such pledge created pursuant to Section 8 hereof and may be used to pay any or all delinquent real property taxes that are due the County, the State of Michigan and any school district, intermediate school district, community college district, city, township, special assessment district or other political unit to which delinquent tax payments are due for any year or for any other purpose permitted by law.

Sale of Notes

11. The County Treasurer is hereby authorized to offer the notes at public or private sale as determined by order of the County Treasurer and to do all things necessary to effectuate the sale, delivery, transfer and exchange of the notes in accordance with the provisions of this resolution. Notes of one series may be offered for sale and sold separately from notes of another series. If the notes are to be sold publicly, sealed proposals for the



purchase of the notes shall be received by the County Treasurer for such public sale to be held at such time as shall be determined by the County Treasurer and notice thereof shall be published in accordance with law once in *The Bond Buyer*, which is hereby designated as being a publication printed in the English language and circulated in this State that carries as a part of its regular service, notices of sale of municipal bonds. Such notice shall be in the form prescribed by the County Treasurer.

The County Treasurer is hereby authorized to cause the preparation of an official statement for the notes for the purpose of enabling compliance with SEC Rule 15c2-12 (the "Rule") and to do all other things necessary to enable compliance with the Rule. After the award of the notes, the County will provide copies of a final official statement (as defined in paragraph (f)(3) of the Rule) on a timely basis and in reasonable quantity as requested by the successful bidder or bidders to enable such successful bidder or bidders to comply with paragraphs (b)(3) and (b)(4) of the Rule and the rules of the Municipal Securities Rulemaking Board. The County Treasurer is authorized to enter into such agreements as may be required to enable the successful bidder or bidders to comply with the Rule.

Continuing Disclosure

12. The County Treasurer is hereby authorized to execute and deliver in the name and on behalf of the County (i) a certificate of the County to comply with the requirements for a continuing disclosure undertaking of the County pursuant to paragraph (b)(5) or (d)(2) of the Rule, as applicable, and (ii) amendments to such certificate from time to time in accordance with the terms of such certificate (the certificate and any amendments thereto are collectively referred to herein as the "Continuing Disclosure Certificate"). The County hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate.

Execution and Delivery of Notes

13. The County Treasurer is hereby authorized and directed to execute the notes for the County by manual or facsimile signature and the County Treasurer shall cause the County seal or a facsimile thereof to be impressed or imprinted on the notes. Unless the County Treasurer shall specify otherwise in writing, fully registered notes shall be authenticated by the manual signature of the note registrar and paying agent. After the notes have been executed and authenticated, if applicable, for delivery to the original purchaser thereof, the County Treasurer shall deliver the notes to the purchaser or purchasers thereof upon receipt of the purchase price. Additional notes bearing the manual or facsimile signature of the County Treasurer and upon which the seal of the County or a facsimile thereof is impressed or imprinted may be delivered to the note registrar and paying agent for authentication, if applicable, and delivery in connection with the exchange or transfer of fully registered notes. The note registrar and paying agent shall indicate on each note that it authenticates the date of its authentication. The notes shall be delivered with the approving legal opinion of Dickinson Wright PLLC.



Exchange and Transfer of Fully Registered Notes

14. Any fully registered note, upon surrender thereof to the note registrar and paying agent with a written instrument of transfer satisfactory to the note registrar and paying agent duly executed by the registered owner or his or her duly authorized attorney, at the option of the registered owner thereof, may be exchanged for notes of any other authorized denominations of the same aggregate principal amount and maturity date and bearing the same rate of interest as the surrendered note.

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

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

The County and the note registrar and paying agent may deem and treat the person in whose name any note shall be registered upon the books of the County as the absolute owner of such note, whether such note shall be overdue or not, for the purpose of receiving payment of the principal of and interest on such note and for all other purposes, and all payments made to any such registered owner, or upon his or her order, in accordance with the provisions of Section 3 hereof shall be valid and effectual to satisfy and discharge the liability upon such note to the extent of the sum or sums so paid, and neither the County nor the note registrar and paying agent shall be affected by any notice to the contrary. The County agrees to indemnify and save the note registrar and paying agent harmless from and against any and all loss, cost, charge, expense, judgment or liability incurred by it, acting in good faith and without negligence hereunder, in so treating such registered owner.

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

The note registrar and paying agent shall not be required to transfer or exchange notes or portions of notes that have been selected for redemption.



Book Entry System

15. At the option of the County Treasurer and notwithstanding any provisions of this resolution to the contrary, the County Treasurer is hereby authorized to enter into an agreement with a custodian or trustee for the purpose of establishing a "book entry" system for registration of notes to be fully registered. Pursuant to the provisions of such agreement, the notes may be registered in the name of the custodian or trustee for the benefit of other persons or entities. Such agreement shall provide for the keeping of accurate records and prompt transfer of funds by the custodian or trustee on behalf of such persons or entities. The agreement may provide for the issuance by the custodian or trustee of certificates evidencing beneficial ownership of the notes by such persons or entities. For the purpose of payment of the principal of and interest on the notes, the County may deem payment of such principal and interest, whether overdue or not, to the custodian or trustee as payment to the absolute owner of such note. Pursuant to provisions of such agreement, the book entry system for the notes may be used for registration of all or a portion of the notes and such system may be discontinued at any time by the County. The note registrar and paying agent for the notes may act as custodian or trustee for such purposes.

Issuance Expenses

16. Expenses incurred in connection with the issuance of the notes, including without limitation any premiums for any insurance obtained for the notes, note rating agency fees, travel and printing expenses, fees for agreements for lines of credit, letters of credit, commitments to purchase the notes, remarketing agreements, reimbursement agreements, purchase or sales agreements or commitments, or agreements to provide security to assure timely payment of the notes, fees for the setting of interest rates on the notes and bond counsel, financial advisor, paying agent and registrar fees, all of which are hereby authorized, shall be paid by the County Treasurer from County property tax administration fees on the delinquent taxes, from any other moneys in the Fund not pledged to the repayment of notes and general funds of the County that are hereby authorized to be expended for that purpose.

Replacement of Notes

17. Upon receipt by the County Treasurer of satisfactory evidence that any outstanding note has been mutilated, destroyed, lost or stolen, and of security or indemnity complying with applicable law and satisfactory to the County Treasurer, the County Treasurer may execute or authorize the imprinting of the County Treasurer's facsimile signature thereon and thereupon, and if applicable, a note registrar or paying agent shall authenticate and the County shall deliver a new note of like tenor as the note mutilated, destroyed, lost or stolen. Such new note shall be issued and delivered in exchange and substitution for, and upon surrender and cancellation of, the mutilated note or in lieu of and in substitution for the note so destroyed, lost or stolen in compliance with applicable law. For the replacement of authenticated notes, the note registrar and paying agent shall, for each new note authenticated and delivered as provided above, require the payment of expenses, including counsel fees, which may be incurred by the note registrar and paying agent and the County in the premises. Any note issued under the provisions of this



Section in lieu of any note alleged to be destroyed, lost or stolen shall be on an equal basis with the note in substitution for which such note was issued.

Chargebacks

18. For any principal payment date of the notes on or after January 1, 2023, the delinquent taxes on property foreclosed and sold pursuant to the provisions of Act 206 and against which the County has borrowed shall, if necessary to ensure full and timely payment of principal of and interest on the notes when due, be charged back to the taxing jurisdictions in such manner as determined by the County Treasurer. The proceeds of such chargebacks shall be deposited in the 2020 Collection Account as security for payment of the notes as described in Section 8 hereof. The provisions of this Section shall not limit the authority of the County Treasurer under the laws of the State of Michigan to charge back delinquent taxes under other circumstances or at other times.

Purchase of Notes by County

19. All or any portion of the notes may be purchased or otherwise acquired by the County if the County Treasurer by order deems such purchase or acquisition to be in the best interest of the County. In such case, the County Treasurer is authorized to take such actions to effectuate the purchase or acquisition, including without limitation entering into an agreement to purchase or repurchase the notes. The purchase or other acquisition of notes by or on behalf of the County does not cancel, extinguish or otherwise affect the notes and the notes shall be treated as outstanding notes for all purposes of this resolution until paid in full.

Issuance of Refunding Notes

20. The County shall refund all or part of the notes authorized hereunder and/or notes previously issued by the County to continue the Fund for prior tax years if and as authorized by order of the County Treasurer through the issuance of refunding notes (the "Refunding Notes") in an amount to be determined by order of the County Treasurer. Proceeds of the Refunding Notes may be used to redeem such notes and to pay issuance expenses of the Refunding Notes as authorized and described in Section 16 hereof. The County Treasurer shall have all the authority with respect to the Refunding Notes as is granted to the County Treasurer with respect to the notes by the other Sections hereof, including the authority to select a note registrar and paying agent, to apply to the Michigan Department of Treasury for approval to issue the Refunding Notes, if necessary, to cause the preparation of an official statement and to do all other things necessary to sell, execute and deliver the Refunding Notes. The Refunding Notes shall contain the provisions, shall be payable as to principal and interest and shall be secured as set forth herein and as further ordered by the County Treasurer. The Refunding Notes may be sold as a separate issue or may be combined in a single issue with other obligations of the County issued pursuant to the provisions of Act 206 as shall be determined by the County Treasurer. The County Treasurer is authorized to prescribe the form of Refunding Note and the form of notice of sale, if any, for the sale of Refunding Notes.



Form of Notes

21. The notes shall be in the form approved by the County Treasurer, which approval shall be evidenced by the County Treasurer’s execution thereof.

Yeas: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 11*

Nays: - 0

TOTAL: - 11

STATE OF MICHIGAN)
)ss
COUNTY OF SAGINAW)

I, the undersigned, the duly qualified and acting Clerk of the County of Saginaw, State of Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a special meeting of the Board of Commissioners of said County, held on the 9th day of April, 2020, the original of which is on file in the Board Office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 9th day of April, 2020.

Michael J. Hanley, County Clerk
County of Saginaw

**RESOLUTION “C”
BOARD OF COMMISSIONERS
COUNTY OF SAGINAW
Fiscal Year 2021 Budget & Revised Budget Calendar**

At a special meeting of the Board of Commissioners of the County of Saginaw, State of Michigan held at Saginaw, Michigan on the 9th day of April, 2020.

PRESENT: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 11*

Commissioner Krafft offered the following resolution and moved for adoption. The motion was seconded by Commissioner Dwan.

WHEREAS, the Fiscal Year 2020 General Fund Budget was approved or amended to use approximately \$2.3 million in fund balance; and,



WHEREAS, the Board of Commissioners has indicated through letters to Elected Officials, Judges, and Department Heads, it does not intend to use General Fund fund balance in Fiscal Year 2021; and,

WHEREAS, the Board of Commissioners, through its Budget Audit Committee, has been meeting with Elected Officials, Judges, Department Heads, and Agencies, who rely on General Fund for financial support through annual appropriations, to discuss (1) revenue opportunities; (2) contracting; (3) efficiencies; (4) cost containment opportunities; (5) impact of 4.69% reduction; and (6) other opportunities; and,

WHEREAS, the Budget Audit Committee desires to ensure the Board of Commissioners establishes clear guidelines for the preparation of the Fiscal Year 2021 Budget.

THEREFORE, BE IT RESOLVED, that the Board of Commissioners hereby authorizes and directs the Controller/CAO to: **Revise Budget Calendar for Fiscal Year 2021**

- 1) **Distribute a balanced budget to the General Fund departments**; and distribute information to all departments that outlines the budget process and provides instructions for their electronic entry of data that is necessary for completion of their respective Operating Budget for 2021 and Capital Improvement Plans on or about April 24, 2020; and,
- 2) **Require all Departments to submit any increase requests for funding in Fiscal Year 2021 over and above what is reflected in the initial balanced budget on a separate excel spreadsheet** and Department must signify completion of the necessary electronic data entry for their respective Operating Budgets for 2021 and Capital Improvement Plans by signing off on or before Noon on May 8, 2020; and,
- 3) Meet with Elected Officials, Judges, Department Heads, and Agencies to review and discuss their Fiscal Year 2021 Operating Budget, any budget increase requests, and Capital Improvement Plans between May 11, 2020 and May 22, 2020; and,
- 4) Submit a first draft of the recommended balanced Operating Budget to the Board of Commissioners for its Human Services, County Services, Courts & Public Safety, and Budget Audit Committees to review and discuss at its June and August 2020 meetings; and,
- 5) Present the first draft of the balanced budget to the Committee of the Whole on June 29, 2020; and,
- 6) Incorporate any changes recommended by the Budget Audit Committee into a second draft of the FY 2021 Budget and Capital Improvement Plan for the full Board of Commissioners; review and laying on the table at the August 25, 2020 Board Session and a Public Hearing on the proposed second draft of the FY 2021 Budget and Capital Improvement Plan; and,
- 7) Submit the final Fiscal Year Operating Budget and Capital Improvement Plan to the Board of Commissioners for formal adoption at the September 22, 2020 Board Session.



Yeas: Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster

Nays: - 0

TOTAL: - 11

STATE OF MICHIGAN)
)ss
COUNTY OF SAGINAW)

I, the undersigned, the duly qualified and acting Clerk of the County of Saginaw, State of Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a special meeting of the Board of Commissioners of said County, held on the 9th day of April, 2020, the original of which is on file in the Board Office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 9th day of April, 2020.

Michael J. Hanley, County Clerk
County of Saginaw

UNFINISHED BUSINESS

Courts and Public Safety Committee – C. Hadsall, Chair; K. Kilpatrick, Vice-Chair

2.1) **PROSECUTOR**, re: Approval to increase its FY 2020 Budget from the General Fund to fully fund the Auto Theft Assistant Prosecutor position in the amount of \$69,456

FEBRUARY 18, 2020 BOARD SESSION:

- *Kilpatrick moved, seconded by Stack, to approve. Commissioner Privileged by Krafft.*

APRIL 9, 2020 SPECIAL BOARD SESSION:

- *After discussion, Chairman Webster asked the Clerk to take a roll-call vote and the motion failed as follows:*

Yes: Stack - 1

No: Kilpatrick, Matthews, Theisen, Harris, Hadsall, Krafft, O’Neal, Ruth, Dwan, and Webster – 10

Total: - 11

~~FROM: COMMITTEE ON COURTS & PUBLIC SAFETY – 2.1~~ *AMENDED ~~MARCH 17, 2020~~
FEBRUARY 18, 2020

~~Your committee considered Communication No. 2-18-2 from John McColgan, Prosecutor, requesting additional funds in his FY 2020 Budget to fully fund the Auto Theft Assistant Prosecutor position that is necessary and essential to his office.~~

~~The committee met with Mr. McColgan and Mark Gaertner who explained the Auto Theft Grant will not be renewed for 2020. The Auto Theft Grant provided *\$69,456 toward the Auto Theft Assistant~~



~~Prosecutors pay. The County provides a match of *\$69,456. The match for this position is budgeted for in the 2020 Budget.~~

~~We recommend approval to amend the Prosecutor's FY 2020 Budget in the amount of *\$69,456 to fully fund the Auto Theft Assistant Prosecutor.~~

Respectfully Submitted,

COMMITTEE ON COURTS & PUBLIC SAFETY

~~Cheryl M. Hadsall, Chair~~ _____ ~~Kirk W. Kilpatrick, Vice Chair~~

~~Kathleen K. Dwan~~ _____ ~~Amos O'Neal~~

~~Michael A. Webster~~

PROCLAMATIONS

None

APPOINTMENTS

None

ELECTIONS

None

ANNOUNCEMENTS BY THE CHAIR

- ✓ Chairman Webster thanked Josh Brown, Information Technology (IT) Director, and the entire IT team for their assistance with scheduling and producing our Zoom meetings. He also announced the cancellation of the Strategic Planning session scheduled for the end of April, and urged everyone to complete the Census as it's very important to the county.

COMMISSIONERS' AUDIENCES

None

By Commissioner Hadsall, seconded by Commissioner Dwan: That the Board adjourn. Carried.
Thereupon, the Special Board Session adjourned at 4:42 p.m.

Respectfully Submitted,

SAGINAW COUNTY BOARD OF COMMISSIONERS

MICHAEL A. WEBSTER, CHAIRMAN

MICHAEL J. HANLEY, CLERK

Prepared by: Suzy Koeplinger, Deputy County Clerk



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

APRIL SESSION 2020

First Day of the April Session of the Board of Commissioners of Saginaw County, Michigan, held Tuesday, April 21, 2020. The Board met via Zoom teleconference at 5:00 p.m. with the Honorable Michael A. Webster in the Chair. Deputy Clerk Suzy Koepplinger took roll, quorum present as follows:

PRESENT: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 11*

ABSENT: *None - 0*

TOTAL: *- 11*

Commissioner Ruth opened the meeting with a prayer. Chairman Webster provided statistics from the Health Department’s daily COVID-19 Update as follows: 433 positive cases, 38 recovered, and deaths are at 32. He shared information on Skylar Herbert, a five-year old victim of the virus who died Sunday in Detroit after being on a ventilator for two weeks. Both of her parents are first responders; her mother has been a Detroit Police Officer for 25 years and her father a Detroit Fire Department firefighter for 18 years. Our sympathies go out to the family.

APPROVAL OF MINUTES

None

PUBLIC HEARING

None

CLERK'S CALL OF SESSION

April 15, 2020

Public Notice of Regular Board Session

The Saginaw County Board of Commissioners will convene for its Regular Session on **Tuesday, April 21, 2020 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: 962 7408 7679

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 Executive Order No. 2020-48 issued by Governor Gretchen Whitmer titled “Temporary authorization of remote participation in public meetings and hearings and temporary relief from monthly meeting requirements of school boards” to consider the April 21, 2020 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,
Michael J. Hanley, County Clerk

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.

AUDIENCES

None

LAUDATORY RESOLUTIONS

None

FOIA RESPONSE APPEAL

The Chairman announced that County Civil Counsel recommended the Board issue written notice to *Jason Malik* regarding the cost estimate he received in response to his Freedom of Information Act request. He asked for a motion.

- ✓ ***Commissioner Kilpatrick moved, seconded by Commissioner Stack, to grant in part and deny in part by reducing the cost estimate and issuing a revised deposit request and issue written notice to Jason Malik. Motion carried unanimously.***

PETITIONS AND COMMUNICATIONS

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

- ❖ **EQUALIZATION DIRECTOR** requesting approval of the 2020 Preliminary Report of Equalization for all townships and cities in Saginaw County, Form L-4024, Statement of Valuation.
 - Executive (4-21-6.1)



- ❖ **CONTROLLER/FINANCE DIRECTOR** requesting approval to receive and accept the Final FY 2019 Audited Financial Statements
 - Executive **(4-21-6.2)**

- ❖ **PERSONNEL DIRECTOR** requesting approval of two (2) new County Policies:
 - Policy 365 – COVID-19 Emergency Paid Sick Leave Act Policy
 - Policy 366 – Family Medical Leave Act (FMLA) Expansion Policy
 - Executive **(4-21-6.3)**

- ❖ **CONTROLLER** requesting approval of a Memorandum of Understanding with POAM – Animal Control regarding flexible scheduling of Animal Control Officers during Executive Order 2020-21 [Rescinded, now EO 2020-42]
 - Executive **(4-21-6.4)**

- ❖ **CONTROLLER** requesting approval of a 2nd Amendment to Compensation Plan that addresses the extension of Executive Order 2020-21 [Rescinded, now EO 2020-42]
 - Executive **(4-21-6.5)**

- ❖ **SHERIFF** requesting approval of millage renewal and increase language for inclusion on the August 2020 ballot.
 - Executive **(4-21-6.6)**

INITIATORY MOTIONS

None

REPORTS OF COMMITTEES

1. **Human Services Committee – A. O’Neal, Chair; J. Theisen, Vice-Chair**
None

2. **Courts and Public Safety Committee – C. Hadsall, Chair; K. Kilpatrick, Vice-Chair**
None

3. **County Services Committee – C. Stack, Chair; C. Hadsall, Vice-Chair**
None

4. **Budget Audit Committee – D. Krafft, Chair; A. O’Neal, Vice-Chair**
None

5. **Labor Relations Committee – K. Kilpatrick, Chair; C. Stack, Vice-Chair**
None

6. **Executive Committee – M. Webster, Chair**
 - 6.1) **EQUALIZATION**, re: Approval of the 2020 Preliminary Report of Equalization



- ✓ **Krafft moved, seconded by Dwan, to approve the 2020 Preliminary Report of Equalization. The Clerk took a roll-call vote and the Motion carried as follows:**
Yes: Kilpatrick, Matthews, Theisen, Harris, Hadsall, Krafft, O’Neal, Ruth, Dwan, Stack, and Webster - 11
No: None - 0
Total: - 11

FROM: EXECUTIVE COMMITTEE -- 6.1

APRIL 21, 2020

Your Executive Committee considered a request from Denise Babbitt, Equalization Director, submitting the 2020 Preliminary Report of Equalization for all townships and cities in Saginaw County, Form L-4024, Statement of Valuation.

We met with Ms. Babbitt via Zoom teleconference who informed the committee the Total Equalized Value of the County for 2020 is **\$6,238,208,224**. This is an increase of **\$206,081,400** over the 2019 Equalized Value of **\$6,032,126,824** for an increase of **3.42%**. Real property increased **\$204,558,224** or **3.57%**. Personal Property increased **\$1,523,176** or **.3%**.

It is the recommendation of your committee that the Equalization Report for Saginaw County by class for 2020, as attached.

Respectfully Submitted,

EXECUTIVE COMMITTEE

Michael A. Webster, Chairman

Cheryl M. Hadsall

Dennis H. Krafft

Amos O’Neal

Charles M. Stack

[Report begins on next page]



Board of Commissioners – April 21, 2020

Michigan Department of Treasury STC
608 (Rev. 3-02)

Personal and Real Property - TOTALS

L-4024

SAGINAW County

Statement of acreage and valuation in the year 2020 made in accordance with Sections 209.1 - 209.8 of the Michigan Compiled Laws.

Township or City	Number of Acres Assessed	Total Real Property Valuations		Personal Property Valuations		Total Real Plus Personal Property	
	(Col. 1) Acres Hundredths	(Col. 2) Assessed Valuations	(Col. 3) Equalized Valuations	(Col. 4) Assessed Valuations	(Col. 5) Equalized Valuations	(Col. 6) Assessed Valuations	(Col. 7) Equalized Valuations
CITY OF ZILWAUKEE	1,611.00	35,955,500	35,955,500	7,884,000	7,884,000	43,839,500	43,839,500
CITY OF FRANKENMUL	1,210.00	365,006,400	365,006,400	22,468,900	22,468,900	387,475,300	387,475,300
ALBEE TOWNSHIP	23,207.00	92,622,800	92,622,800	2,959,800	2,959,800	95,582,600	95,582,600
BIRCH RUN TOWNSH	22,974.00	269,112,050	269,112,050	35,491,700	35,491,700	304,603,750	304,603,750
BLUMFIELD TOWNSH	22,933.00	138,452,000	138,452,000	17,316,700	17,316,700	155,768,700	155,768,700
BRADY TOWNSHIP	22,772.00	79,723,600	79,723,600	2,661,400	2,661,400	82,385,000	82,385,000
BRANT TOWNSHIP	23,676.00	83,813,900	83,813,900	2,435,700	2,435,700	86,249,600	86,249,600
BRIDGEPORT TOWNE	22,041.00	232,156,100	232,156,100	30,593,400	30,593,400	262,749,500	262,749,500
BUENA VISTA TOWNE	23,028.00	197,159,200	197,159,200	25,366,400	25,366,400	222,525,600	222,525,600
CARROLLTON TOWN	2,379.00	80,352,300	80,352,300	9,500,400	9,500,400	89,852,700	89,852,700
CHAPIN TOWNSHIP	15,719.00	45,319,547	45,319,547	1,017,900	1,017,900	46,337,447	46,337,447
CHESANING TOWNSP	23,271.00	168,101,800	168,101,800	10,038,600	10,038,600	178,140,400	178,140,400
FRANKENMUTH TOW	21,710.00	151,621,200	151,621,200	4,671,600	4,671,600	156,292,800	156,292,800
FREMONT TOWNSHIF	23,850.00	96,544,800	96,544,800	2,258,700	2,258,700	98,803,500	98,803,500
JAMES TOWNSHIP	12,532.00	56,922,300	56,922,300	14,827,800	14,827,800	71,750,100	71,750,100
JONESFIELD TOWNSI	16,306.00	66,048,200	66,048,200	3,514,000	3,514,000	69,562,200	69,562,200
KOCHVILLE TOWNSH	12,041.00	212,480,500	212,480,500	27,959,400	27,959,400	240,439,900	240,439,900
LAKEFIELD TOWNSHI	16,263.00	47,533,600	47,533,600	1,362,000	1,362,000	48,895,600	48,895,600
MAPLE GROVE TOWNA	23,756.00	113,506,800	113,506,800	3,929,100	3,929,100	117,435,900	117,435,900
MARION TOWNSHIP	15,649.00	29,202,800	29,202,800	568,400	568,400	29,771,200	29,771,200
RICHLAND TOWNSHII	23,598.00	166,394,600	166,394,600	21,912,200	21,912,200	188,306,800	188,306,800
SAGINAW CHARTER	16,235.00	1,348,293,500	1,348,293,500	71,945,000	71,945,000	1,420,238,500	1,420,238,500
ST CHARLES TOWNS	23,233.00	114,894,300	114,894,300	5,261,600	5,261,600	120,155,900	120,155,900
SPAULDING TOWNSH	15,572.00	53,102,400	53,102,400	12,371,400	12,371,400	65,473,800	65,473,800
SWAN CREEK TOWN	15,276.00	102,239,600	102,239,600	8,161,300	8,161,300	110,400,900	110,400,900
TAYMOUTH TOWNSH	21,772.00	137,638,900	137,638,900	22,761,600	22,761,600	160,400,500	160,400,500
THOMAS TOWNSHIP	20,881.00	473,463,156	473,463,156	43,905,000	43,905,000	517,368,156	517,368,156
TITTABAWASSEE TO	23,704.00	363,330,700	363,330,700	27,772,300	27,772,300	391,103,000	391,103,000

Township or City	Number of Acres Assessed	Total Real Property Valuations		Personal Property Valuations		Total Real Plus Personal Property	
	(Col. 1) Acres Hundredths	(Col. 2) Assessed Valuations	(Col. 3) Equalized Valuations	(Col. 4) Assessed Valuations	(Col. 5) Equalized Valuations	(Col. 6) Assessed Valuations	(Col. 7) Equalized Valuations
ZILWAUKEE TOWNSH	4,267.00	3,991,300	3,982,271	1,087,400	1,087,400	5,078,700	5,069,671
CITY OF SAGINAW	11,480.00	402,063,700	402,063,700	69,166,000	69,166,000	471,229,700	471,229,700
Totals for County	522,946.00	5,727,047,553	5,727,038,524	511,169,700	511,169,700	6,238,217,253	6,238,208,224

OFFICE OF THE COUNTY BOARD OF COMMISSIONERS OF SAGINAW COUNTY

WE HEREBY CERTIFY that the foregoing is a true statement of the number of acres of land, the value of the real property and of the personal property, the aggregate valuation of the real property and personal property, the equalized and assessed valuations of real property classifications in each township and city in said county as equalized by the Board of Commissioners in April of the reporting year, at a meeting of said board held in pursuant to the provisions of sections 209.1 – 209.8, MCL. I further certify that said statement does not embrace any property taxed under P.A. 77 of 1951; P.A. 68 of 1963; P.A. 199 of 1974; P.A. 385 of 1994; P.A. 224 of 1995; P.A. 147 of 1992 or Section 5 of Article IX of the Constitution of the

Dated _____, 20____

Equalization Director

Clerk of the Board of Commissioners

Chairperson of Board of Commissioners



Board of Commissioners – April 21, 2020

Michigan Department of Treasury STC
608 (Rev. 3-02)

Equalized Valuations - REAL

L-4024

SAGINAW County

Statement of acreage and valuation in the year 2020 made in accordance with Sections 209.1 - 209.8 of the Michigan Compiled Laws.

Real Property Equalized by County Board of Commissioners							
Township or City	(Col. 1) Agricultural	(Col. 2) Commercial	(Col. 3) Industrial	(Col. 4) Residential	(Col. 5) Timber-Cutover	(Col. 6) Developmental	(Col. 7) Total Real Property
CITY OF ZILWAUKEE	0	2,634,500	9,186,100	24,134,900	0	0	35,955,500
CITY OF FRANKENMUNSTER	0	154,332,300	4,780,600	205,893,500	0	0	365,006,400
ALBEE TOWNSHIP	37,539,400	1,919,600	450,500	52,713,300	0	0	92,622,800
BIRCH RUN TOWNSHIP	30,159,500	72,776,700	4,658,300	161,517,550	0	0	269,112,050
BLUMFIELD TOWNSHIP	68,532,600	6,390,300	2,304,500	61,224,600	0	0	138,452,000
BRADY TOWNSHIP	39,599,500	5,227,700	1,120,000	33,776,400	0	0	79,723,600
BRANT TOWNSHIP	31,876,900	385,000	562,800	50,989,200	0	0	83,813,900
BRIDGEPORT TOWNSHIP	16,804,500	42,766,000	8,611,400	163,974,200	0	0	232,156,100
BUENA VISTA TOWNSHIP	45,850,600	56,748,500	39,399,000	55,161,100	0	0	197,159,200
CARROLLTON TOWNSHIP	0	11,255,000	3,881,600	65,215,700	0	0	80,352,300
CHAPIN TOWNSHIP	28,911,500	130,300	209,200	16,068,547	0	0	45,319,547
CHESANING TOWNSHIP	41,399,000	20,539,400	6,289,800	99,873,600	0	0	168,101,800
FRANKENMUTH TOWNSHIP	64,991,800	1,123,000	2,399,000	83,107,400	0	0	151,621,200
FREMONT TOWNSHIP	34,589,800	240,000	394,600	61,320,400	0	0	96,544,800
JAMES TOWNSHIP	6,173,100	1,682,700	268,300	48,776,300	21,900	0	56,922,300
JONESFIELD TOWNSHIP	28,716,300	3,394,900	3,151,500	30,785,500	0	0	66,048,200
KOCHVILLE TOWNSHIP	21,822,900	131,708,900	4,656,900	54,291,800	0	0	212,480,500
LAKEFIELD TOWNSHIP	23,774,900	470,400	0	23,288,300	0	0	47,533,600
MAPLE GROVE TOWNSHIP	41,476,100	914,100	676,600	70,440,000	0	0	113,506,800
MARION TOWNSHIP	12,941,800	323,300	0	15,937,700	0	0	29,202,800
RICHLAND TOWNSHIP	37,706,700	11,727,900	1,859,300	115,100,700	0	0	166,394,600
SAGINAW CHARTER TOWNSHIP	5,651,200	395,051,700	7,204,400	940,386,200	0	0	1,348,293,500
ST CHARLES TOWNSHIP	44,342,800	9,347,000	647,600	60,556,900	0	0	114,894,300
SPAULDING TOWNSHIP	17,822,200	2,141,600	700,200	32,438,400	0	0	53,102,400
SWAN CREEK TOWNSHIP	10,114,500	3,251,000	3,364,500	85,509,600	0	0	102,239,600
TAYMOUTH TOWNSHIP	21,725,100	2,575,700	654,700	112,683,400	0	0	137,638,900
THOMAS TOWNSHIP	16,816,256	39,317,900	28,514,200	388,814,800	0	0	473,463,156
TITTABAWASSEE TOWNSHIP	30,609,200	45,194,000	5,714,500	281,813,000	0	0	363,330,700

Real Property Equalized by County Board of Commissioners							
Township or City	(Col. 1) Agricultural	(Col. 2) Commercial	(Col. 3) Industrial	(Col. 4) Residential	(Col. 5) Timber-Cutover	(Col. 6) Developmental	(Col. 7) Total Real Property
ZILWAUKEE TOWNSHIP	528,100	728,100	808,900	1,917,171	0	0	3,982,271
CITY OF SAGINAW	70,500	75,119,300	25,035,400	301,838,500	0	0	402,063,700
Total for County	760,546,756	1,099,416,800	167,504,400	3,699,548,668	21,900	0	5,727,038,524

OFFICE OF THE COUNTY BOARD OF COMMISSIONERS OF SAGINAW COUNTY

WE HEREBY CERTIFY that the foregoing is a true statement of the number of acres of land, the value of the real property and of the personal property, the aggregate valuation of the real property and personal property, the equalized and assessed valuations of real property classifications in each township and city in said county as equalized by the Board of Commissioners in April of the reporting year, at a meeting of said board held in pursuant to the provisions of sections 209.1 – 209.8, MCL. I further certify that said statement does not embrace any property taxed under P.A. 77 of 1951; P.A. 68 of 1963; P.A. 199 of 1974; P.A. 385 of 1994; P.A. 224 of 1995; P.A. 147 of 1992 or Section 5 of Article IX of the Constitution of the State of Michigan.

Dated _____, 20____

Equalization Director

Clerk of the Board of Commissioners

Chairperson of Board of Commissioners



Board of Commissioners – April 21, 2020

Michigan Department of Treasury STC
608 (Rev. 3-02)

Assessed Valuations - REAL

L-4024

SAGINAW County

Statement of acreage and valuation in the year 2020 made in accordance with Sections 209.1 - 209.8 of the Michigan Compiled Laws.

Real Property Assessed Valuations Approved by Boards of Review							
Township or City	(Col. 1) Agricultural	(Col. 2) Commercial	(Col. 3) Industrial	(Col. 4) Residential	(Col. 5) Timber-Cutover	(Col. 6) Developmental	(Col. 7) Total Real Property
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BRADY TOWNSHIP	39,599,500	5,227,700	1,120,000	33,776,400	0	0	79,723,600
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BRIDGEPORT TOWNS	16,804,500	42,766,000	8,611,400	163,974,200	0	0	232,156,100
BUENA VISTA TOWNS	45,850,600	56,748,500	39,399,000	55,161,100	0	0	197,159,200
CARROLLTON TOWNS	0	11,255,000	3,881,600	65,215,700	0	0	80,352,300
CHAPIN TOWNSHIP	28,911,500	130,300	209,200	16,068,547	0	0	45,319,547
CHESANING TOWNSH	41,399,000	20,539,400	6,289,800	99,873,600	0	0	168,101,800
FRANKENMUTH TOWM	64,991,800	1,123,000	2,399,000	83,107,400	0	0	151,621,200
FREMONT TOWNSHIP	34,589,800	240,000	394,600	61,320,400	0	0	96,544,800
JAMES TOWNSHIP	6,173,100	1,682,700	268,300	48,776,300	21,900	0	56,922,300
JONESFIELD TOWNSH	28,716,300	3,394,900	3,151,500	30,785,500	0	0	66,048,200
KOCHVILLE TOWNSHI	21,822,900	131,708,900	4,656,900	54,291,800	0	0	212,480,500
LAKEFIELD TOWNSHI	23,774,900	470,400	0	23,288,300	0	0	47,533,600
MAPLE GROVE TOWN	41,476,100	914,100	676,600	70,440,000	0	0	113,506,800
MARION TOWNSHIP	12,941,800	323,300	0	15,937,700	0	0	29,202,800
RICHLAND TOWNSHIP	37,706,700	11,727,900	1,859,300	115,100,700	0	0	166,394,600
SAGINAW CHARTER T	5,651,200	395,051,700	7,204,400	940,386,200	0	0	1,348,293,500
ST CHARLES TOWNSI	44,342,800	9,347,000	647,600	60,556,900	0	0	114,894,300
SPAULDING TOWNSH	17,822,200	2,141,600	700,200	32,438,400	0	0	53,102,400
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TAYMOUTH TOWNSHI	21,725,100	2,575,700	654,700	112,683,400	0	0	137,638,900
THOMAS TOWNSHIP	16,816,256	39,317,900	28,514,200	388,814,800	0	0	473,463,156
TITTABAWASSEE TOV	30,609,200	45,194,000	5,714,500	281,813,000	0	0	363,330,700

Real Property Assessed Valuations Approved by Boards of Review							
Township or City	(Col. 1) Agricultural	(Col. 2) Commercial	(Col. 3) Industrial	(Col. 4) Residential	(Col. 5) Timber-Cutover	(Col. 6) Developmental	(Col. 7) Total Real Property
ZILWAUKEE TOWNSH	528,100	728,100	808,900	1,926,200	0	0	3,991,300
CITY OF SAGINAW	70,500	75,119,300	25,035,400	301,838,500	0	0	402,063,700
Total for County	760,546,756	1,099,416,800	167,504,400	3,699,557,697	21,900	0	5,727,047,553

OFFICE OF THE COUNTY BOARD OF COMMISSIONERS OF SAGINAW COUNTY

WE HEREBY CERTIFY that the foregoing is a true statement of the number of acres of land, the value of the real property and of the personal property, the aggregate valuation of the real property and personal property, the equalized and assessed valuations of real property classifications in each township and city in said county as equalized by the Board of Commissioners in April of the reporting year, at a meeting of said board held in pursuant to the provisions of sections 209.1 – 209.8, MCL. I further certify that said statement does not embrace any property taxed under P.A. 77 of 1951; P.A. 68 of 1963; P.A. 199 of 1974; P.A. 385 of 1994; P.A. 224 of 1995; P.A. 147 of 1992 or Section 5 of Article IX of the Constitution of the

Dated _____, 20____

Equalization Director

Clerk of the Board of Commissioners

Chairperson of Board of Commissioners



6.2) **CONTROLLER/FINANCE DIRECTOR**, re: Approval to receive and accept the Final FY 2019 Audited Financial Statements and Management Letter

- ✓ ***Krafft moved, seconded by Kilpatrick, to approve the FY 2019 Audited Financial Statements and Management Letter (On file in the Board Office). Although Doug Deeter was available, Commissioner Krafft asked that he attend a future board session for further review. The Clerk took a roll-call vote and the Motion carried as follows:***
- Yes: Matthews, Theisen, Harris, Hadsall, Krafft, O’Neal, Ruth, Dwan, Stack, Kilpatrick and Webster - 11***
- No: None - 0***
- Total: - 11***

FROM: EXECUTIVE COMMITTEE -- 6.2

APRIL 21, 2020

Your Executive Committee met with Koren Thurston, Finance Director, and Robert Belleman, Controller/CAO, via Zoom teleconference who reported on the progress of the County of Saginaw Audited Financial Statements for the Fiscal Year ended September 30, 2019. The final Audit was provided to the committee members and for distribution to all other commissioners.

The Auditors indicated the County of Saginaw has six (6) months to submit its audit to the State of Michigan to comply with State laws. Should the County not file its audit within this deadline, the County could incur financial penalties. The Controller/CAO submitted the completed County of Saginaw Audited Financial Statements and Management Letter for the Fiscal Year ended September 30, 2019 to the State of Michigan before March 31, 2020, as required.

The Auditors issued an unmodified opinion that the Audited Financial Statements fairly represent the County’s financial position. All County programs and accounting funds ended the year positively. The Auditors also issued findings and recommendations for strengthening internal controls and improving operating efficiencies. All of these findings and recommendations were provided to the Committee.

Accordingly, we recommend the County of Saginaw Audited Financial Statements and Management Letter for the Fiscal Year ended September 30, 2019 be accepted; further, that the proper County officials be authorized and directed to file the necessary documents to complete the audit process, if necessary.

Respectfully Submitted,

EXECUTIVE COMMITTEE

Michael A. Webster, Chairman

Cheryl M. Hadsall

Dennis H. Krafft

Amos O’Neal

Charles M. Stack

6.3) **PERSONNEL DIRECTOR**, re: Approval of two (2) new County Policies:

- Policy 365 – COVID-19 Emergency Paid Sick Leave Act Policy
- Policy 366 – Family Medical Leave Act (FMLA) Expansion Policy



Category: 300
Number: 365

Subject: COVID-19 Emergency Paid Sick Leave Act Policy

1. **PURPOSE:** The purpose of this policy is to define paid sick leave provided to the employees of Saginaw County during the pandemic outbreak of COVID-19, Coronavirus, as required by H.R. 6201, the “Families First Coronavirus Response Act” of 2020, which includes the FMLA Expansion Act and the Emergency Paid Sick Leave Act. This policy will be in effect from April 1, 2020, until December 31, 2020.
2. **AUTHORITY:** The Saginaw County Board of Commissioners
3. **APPLICATION:** This policy applies to all qualifying Saginaw County regular full-time and part-time employees as defined by the Act, with the exception of Elected Officials, **essential** Health Care Providers and Emergency Responders (i.e. Health Department and Sheriff’s Department employees.)
4. **RESPONSIBILITY:** The Controller/CAO will have responsibility for implementing and administering this policy.
5. **DEFINITIONS:** “Child” means a biological, adopted or foster child, a stepchild, a legal ward, or a child of a person standing in loco parentis, who is under 18 years of age or is 18 or older and incapable of self-care because of a mental or physical disability.

“Individual” means an immediate family member, roommate or similar person with whom the employee has a relationship that creates an expectation that the employee would care for the person if he or she self-quarantined or was quarantined. Additionally, the individual being cared for must: a) be subject to a federal, state or local quarantine or isolation order as described above; or b) have been advised by a health care provider to self-quarantine based on a belief that he or she has COVID-19, may have COVID-19 or is particularly vulnerable to COVID-19.

6. **POLICY:** It shall be the policy of Saginaw County to provide leave in accordance with the Emergency Paid Sick Leave Act for all eligible employees.
7. **ADMINISTRATIVE PROCEDURES:** In accordance with the Emergency Paid Sick Leave Act (EPSLA), the county will provide all employees, including new hires with 30 days or more of employment, with paid sick leave, separate from any normal PTO leave accruals, for the following reasons:
 1. is subject to a Federal, State or local quarantine or isolation order related to COVID-19;
 2. has been advised by a health care provider to self-quarantine related to COVID-19;
 3. is experiencing COVID-19 symptoms and is seeking a medical diagnosis;
 4. is caring for an individual subject to an order described in (1) or self-quarantine as described in (2);



5. is caring for his or her child whose school or place of care is closed (or childcare provider is unavailable) due to COVID-19 related reasons; or
 6. is experiencing any other substantially-similar condition specified by the US Department of Health and Human Services.
-
- 7.1 If the employee meets any of the aforementioned criteria, which will be determined after submitting a form requesting Emergency Paid Sick Leave (EPSL) to the Personnel Department, EPSL will be approved and PTO will not be deducted from the employee's accrued leave banks. For full-time employees up to eighty (80) hours of paid leave will be granted. Part-time employees will receive paid leave for the number of hours that employee works on average during a two-week period. Said average will be determined based on the two most recent two-week pay periods.

If the employee does not meet the criteria for EPSL, the county will grant paid leave from the employee's accrued paid leave banks in accordance with the employee's corresponding collective bargaining agreement or personnel policy, if non-union.

- 7.2 If the employee is seeking leave for qualifying needs 1, 2 or 3, the employee's compensation is capped at \$511 per day or \$5,110 total. If the employee is seeking leave for qualifying needs 4, 5, or 6, the employee's compensation shall be two-thirds (2/3) of their regular rate of pay, capped at \$200 per day and \$2,000 in the aggregate.
- 7.3 Employees requesting EPSL shall complete the EPSLA Request Form, as soon as possible, following occurrence of the potentially qualifying reason for leave. All EPSL is subject to approval by the Personnel Department.
- 7.4 Approved EPSL shall be reported on employee time sheets as "COVID-19 SL."
- 7.5 Per EPSLA, this policy shall take effect April 1, 2020 and expire December 31, 2020.
- 7.6 When working from home, employees may take emergency paid sick leave intermittently and in any increment agreed to with their manager. For those not teleworking and currently working onsite, an employee may only take intermittent leave for reason 5 above, to care for his or her child when the school or place of care is closed, or the caregiver is unavailable due to COVID-19-related reasons. Per the regulations, as all other reasons for emergency paid sick leave could potentially expose an employee or others in the workplace to the virus, employees must either use the full amount of paid sick leave or use it in full-day increments until the reason for leave is over and it is safe for the employee to return to work.



7.7 The employee may use EPSL under this policy before using any other accrued paid time off for the qualifying reasons stated above.

Employees on expanded FMLA leave under this policy may use EPSL concurrently with that leave. EPSL may also be used when an employee is on leave under traditional FMLA for his or her own COVID-19-related serious health condition or to care for a qualified family member with such a condition.

Once EPSL has begun, the employee and his or her manager must determine reasonable procedures for the employee to report periodically on the employee’s status and intent to continue to receive paid sick time.

7.8 EPSL under this policy will not be provided beyond December 31, 2020. Any unused paid sick leave will not carry over to the next year or be paid out to employees.

7.9 No employee who appropriately utilizes emergency paid sick leave under this policy will be discharged, disciplined or discriminated against for work time missed due to this leave.

8. **CONTROLLER/CAO LEGAL COUNSEL REVIEW:** The Controller/CAO has determined that this policy as submitted to the Board of Commissioners contains the necessary substance in order to carry out the purpose of 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 Controller/CAO

Approved as to Legal Content
Saginaw County Civil Counsel

ADOPTED: April 21, 2020



Category: 300
Number: 366

Subject: Family Medical Leave Act (FMLA) Expansion Policy

1. **PURPOSE:** The purpose of this policy is to define expanded family medical leave provided to employees of Saginaw County during the pandemic outbreak of COVID-19, Coronavirus, as required by H.R. 6201, the “Families First Coronavirus Response Act” of 2020, which includes the FMLA Expansion Act and the Emergency Paid Sick Leave Act. This policy will be in effect from April 1, 2020, until December 31, 2020. Our existing FMLA leave policy still applies to all other FMLA-qualifying reasons for leave outside of this policy.
2. **AUTHORITY:** The Saginaw County Board of Commissioners
3. **APPLICATION:** This policy applies to all qualifying Saginaw County full-time and part-time employees as defined by the Act who have been employed for more than thirty (30) days. As allowed by the FMLA Expansion Act, **essential** Health Care Providers and Emergency Responders (Sheriff Department and Health Department employees) are exempt from and do not qualify for this leave.
4. **RESPONSIBILITY:** The Controller/CAO will have responsibility for implementing and administering this policy.
5. **DEFINITIONS:**

“Child” means a biological, adopted or foster child, a stepchild, a legal ward, or a child of a person standing in loco parentis, who is under 18 years of age, or is 18 or older and incapable of self-care because of a mental or physical disability.

“Child care provider” is someone who cares for your child on a paid or unpaid basis.

 - A center-based childcare provider.
 - A group home childcare provider.
 - A family childcare provider (one individual who provides child care services for fewer than 24 hours per day, as the sole caregiver, and in a private residence).
 - Other licensed provider of childcare services for compensation.
 - A child care provider that is 18 years of age or older who provides child care services to children who are either the grandchild, great grandchild, sibling (if such provider lives in a separate residence), niece or nephew of such provider, at the direction of the parent.

“School” means an elementary or secondary school.

“Place of Care” is a physical location in which care is provided for your child.
6. **PRELIMINARY STATEMENT:** Saginaw County shall administer this policy in accordance with the FMLA Expansion Act. Thus although this policy sets forth a summary of the requirements, process and procedure regarding employees’ use of leave under applicable circumstances, Saginaw County shall administer this policy in accordance with the Act and its regulations.



7. POLICY: It shall be the policy of Saginaw County to provide leave in accordance with the FMLA Expansion Act for all eligible employees.

8. ADMINISTRATIVE PROCEDURES: The FMLA Expansion Act provides an entitlement of up to 12 weeks of job-protected, “Public Health Emergency Leave” (PHEL) to eligible, covered employees who have been employed for 30 plus days, who are unable to work because they must care for their child/children if the child/children’s school or place of care is closed or the childcare provider is unavailable due to a public health emergency.
 - 8.1 The first ten (10) days of PHEL are unpaid; however, an employee may elect to use accrued paid leave instead of unpaid leave. The employee may also elect to use the paid leave provided under the Emergency Paid Sick Leave Act.
 - 8.2 After the first ten (10) days, Saginaw County will provide pay for each additional day of qualifying PHEL at two-thirds (2/3) the employee’s regular rate for the number of hours the employee would otherwise be normally scheduled. This payment is limited to \$200 per day or \$10,000 in the aggregate. Employees may take up to twelve (12) weeks of qualifying PHEL.
 - 8.3 Employees who work a part-time or irregular schedule are entitled to be paid based on the average number of hours the employee worked in a two-week period prior to taking PHEL. Hours of leave are calculated based on the number of hours the employee is normally scheduled to work. If the employee’s schedule varies, the six-month average may be used to calculate the average daily hours. Employees who have worked for less than six months prior to leave are entitled to the employee’s reasonable expectation at hiring of the average number of hours the employee would normally be scheduled to work.
 - 8.4 Eligible employees taking leave under the FMLA Expansion Act will be reinstated to their former positions, or to an equivalent position with equivalent benefits and other terms and conditions of employment. However, no employee is entitled under this policy to any right, benefit or position other than that to which the employee would have been entitled had they not taken leave. Thus, for example, if a layoff or some other extenuating circumstance or business condition arises which affects the employee’s position, reinstatement may not be possible.
 - 8.5 Employees requesting PHEL shall complete the FMLA Expansion Leave Request Form, following occurrence of potentially qualifying reason for leave. All PHEL leave is subject to approval by the Personnel Department.
 - 8.6 Approved FMLA Expansion Leave/PHEL shall be reported on employee time sheets as “COVID-19 FMLA” so that it is paid at the 2/3 rate.
 - 8.7 Employees will have up to 12 weeks of leave to use from April 1, 2020, through December 31, 2020, for the purposes stated above. This time is included in and not in addition to the total FMLA leave entitlement of 12 weeks in a 12-month period.



- 8.8 Increments & Intermittent Use of Leave: Employees may take FMLA Expansion Leave/ PHEL intermittently and in any increment agreed to with Personnel. For example, an employee may only need four (4) hours per day of leave to care for his or her child or may only need to do so on Tuesdays and Thursdays. Managers and employees are expected to be flexible in scheduling wherever possible.
9. CONTROLLER/CAO LEGAL COUNSEL REVIEW: The Controller/CAO has determined that this policy as submitted to the Board of Commissioners contains the necessary substance in order to carry out the purpose of 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 Controller/CAO

Approved as to Legal Content
Saginaw County Civil Counsel

ADOPTED: April 21, 2020



6.4) **CONTROLLER**, re: Approval of a Memorandum of Understanding with POAM – Animal Control Officers

✓ ***Krafft moved, seconded by Kilpatrick, to approve the Memorandum of Understanding. The Clerk took a roll-call vote and the motion carried as follows:***

Yes: Hadsall, Krafft, O’Neal, Ruth, Dwan, Stack, Kilpatrick, Matthews, Theisen, Harris and Webster - 11

No: None - 0

Total: - 11

FROM: EXECUTIVE COMMITTEE -- 6.4

APRIL 21, 2020

Your Executive Committee considered a request from Robert Belleman, Controller/CAO, requesting approval of a Memorandum of Understanding (MOU) and Agreement between County of Saginaw and POAM – Animal Control Officers Association.

We met with Mr. Belleman via Zoom teleconference who explained that Saginaw County Animal Care & Control (SCACC) Director Bonnie Kanicki needs to ensure adequate staffing on weekends to care for the animals in its custody, which includes adequate amounts of daily exercise activity. Volunteers are instrumental in assisting SCACC with caring for animals and were asked not to assist during Governor Whitmer’s “Stay Home. Stay Safe.” Executive Order 2020-21 [Now E.O. 2020-42].

We recommend approval of the Memorandum of Understanding and Agreement between the County of Saginaw and POAM – Animal Control Officers Association.

Respectfully Submitted,

EXECUTIVE COMMITTEE

Michael A. Webster, Chairman

Cheryl M. Hadsall

Dennis H. Krafft

Amos O’Neal

Charles M. Stack

6.5) **CONTROLLER**, re: Approval of 2nd Amendment to Compensation Plan

✓ ***Krafft moved, seconded by Hadsall, to approve the 2nd Amended Compensation Plan proposed by the Controller. Discussion was held regarding the proposal to authorize the Controller to distribute (PTO) to all County employees to cover compensation from April 13, 2020 through April 30, 2020, which is when Executive Order 2020-42 is scheduled to expire. The Controller explained that the allocation of PTO would ensure fairness to all County employees, whether they are working alternate schedules; working remotely; redeployed to an essential services department; or staying home resulting in less than forty (40) hours of actual time worked. The Controller further explained the PTO allocation would be used by some employees and banked by other employees who are working forty (40) hours.***



- ✓ **Matthews moved, seconded by Hadsall, to amend the motion and add twenty (20) hours to the proposed one hundred (100) hours of Paid Time Off (PTO) to be distributed to employees. The Clerk took a roll-call vote on the amendment, which carried as follows:
Yes: Krafft, O’Neal, Ruth, Dwan, Stack, Kilpatrick, Matthews, Theisen, Harris, Hadsall and Webster - 11
No: None - 0
Total: - 11**

- ✓ **Further discussion was held on the proposal that all employees working remotely must submit a Summary of Work to their Department Head, which is to be attached to payroll, documenting what work they accomplished in the prior two weeks (covered payroll period) and identifying how much PTO will need to be applied. The Controller informed Commissioners it was his intent for employees to begin logging hours effective April 13, 2020.**

- ✓ **O’Neal moved, seconded by Matthews, to amend the motion and direct those employees working remotely to submit a Summary of Work beginning April 20, 2020. The Clerk took a roll-call vote on the amendment, which carried as follows:
Yes: O’Neal, Ruth, Dwan, Stack, Kilpatrick, Matthews, Theisen, Harris, Hadsall and Webster - 10
No: Krafft - 1
Total: - 11**

- ✓ **Further discussion was held on extension of the 1st Amended Compensation Plan and the PTO distribution and the Controller asked for clarification of commissioners’ intent because the 1st Amended Compensation Plan did not address the fairness to those essential employees who continue to work forty (40) hours per week. The Controller asked that the request be bifurcated for the purpose of clarity.**

- ✓ **Dwan moved, seconded by Theisen, to authorize the distribution of 120 PTO hours to all essential employees working forty (40) hours per week upon submission of a Summary of Work. The Clerk took a roll-call vote on the amendment, which carried as follows:
Yes: Ruth, Dwan, Stack, Kilpatrick, Matthews, Theisen, Harris, Hadsall, Krafft, O’Neal and Webster - 11
No: None - 0
Total: - 11**

- ✓ **Ruth moved, seconded by O’Neal, to extend the provision of the 1st Amended Compensation Plan that authorizes compensation to all employees whether they are working alternate schedules; working remotely; redeployed to an essential services department; or staying home resulting in less than forty (40) hours of actual time worked. The Clerk took a roll-call vote on the amendment, which carried as follows:**



Yes: Stack, Kilpatrick, Matthews, Theisen, Harris, Hadsall, Krafft, O’Neal, Ruth and Webster - 10

No: Dwan - 1

Total: - 11

✓ **After the aforementioned amendments, the Clerk took a roll-call vote on Board Report 6.5 as amended, which carried as follows:**

Yes: Stack, Kilpatrick, Matthews, Theisen, Harris, Hadsall, Krafft, O’Neal, Ruth, Dwan and Webster - 11

No: None - 0

Total: - 11

County of Saginaw 2nd Amended Compensation Plan, As Amended April 21, 2020

The Board of Commissioners, at its Special Board Session on March 30, 2020, approved an Amended Compensation Plan for County employees during the Coronavirus (COVID-19) pandemic and in response to Governor Whitmer’s “**Stay Home. Stay Safe.**” Executive Order 2020-21, effective 12:01 a.m. on March 24, 2020.

The Amended Compensation Plan compensated all full-time employees forty (40) hours of pay and benefits as if the employee was working forty (40) hours regardless of whether or not the employee was working an alternate schedule to minimize physical time in the office; working remotely to maintain operations; redeployed to another department that is providing an essential service to sustain or protect life; or staying home during Governor Whitmer’s “**Stay Home. Stay Safe.**” Executive Order 2020-21. Regular part-time employees are being compensated in accordance with their regular schedule. This Amended Compensation Plan expired April 13, 2020, which aligned with the original date that Executive Order 2020-21 was scheduled to expire.

This “2nd Amended Compensation Plan” authorizes the Controller/CAO to:

- (1) Extend the 1st Amended Compensation Plan through May 16, 2020. The 1st Amended Compensation Plan pays all essential and non-essential full time employees forty (40) hours of pay if unable to actually work forty (40) hours (Supplemental Pay) because of the Stay Home. Stay Safe. Executive Order 2020-59. The 1st Amended Compensation Plan supplements the pay for those employees who have been assigned to stay home; who have been assigned to work remotely from home and do not have enough work for forty hours; who have been assigned to work alternative schedules resulting in less than forty (40) hours to minimize their physical time in the office; or who have been assigned to work in other departments charged with sustaining and protecting life, but still results in less than forty (40) hours of work. Regular part-time employees will be compensated in accordance with their regular schedule (Amendment #4); and,



- (2) Require all employees working remotely to submit a Summary of Work to their Department Head, which is to be attached to payroll, documenting what work they accomplished in the prior two weeks (covered payroll period). This requirement to submit Summary of Work Performed Report commences April 20, 2020 (Amendment #2); and,
- (3) Recognize our full-time essential service workers who have been actually working their regular schedule as shown by a Summary of Work Report with a PTO Distribution of 120 hours. For employees with high PTO bank balances, this allocation would result in an employee’s PTO bank exceeding a “cap” on accumulation or accrual of PTO established by a collective bargaining agreement or County policy, as noted in Section 6.2 of County Policy #341, PTO. The “cap” will be temporarily suspended to allow this accrual to occur (Amendments #1 & #3).

Eligible employees may also be able to utilize the Families First Coronavirus Response Act (FFCRA) paid sick leave and expanded Family Leave Act as set forth in new County Policy #365 COVID-19 Emergency Paid Sick Leave Act Policy or in County Policy #366 Family Medical Leave Act (FMLA) Expansion Policy submitted for approval at the April 21, 2020 Board Session. The Emergency Paid Sick Leave Act Policy under Qualifying Reason #1, a state’s quarantine/isolation order, would afford an additional 80 hours of paid leave for some employees.

6.6) **SHERIFF**, re: Approval of Sheriff Services Millage renewal and increase language

- ✓ ***Krafft moved, seconded by Hadsall, to approve the proposed Sheriff Services Millage language for placement on the August 2020 ballot. Discussion was held between Commissioners, Sheriff Federspiel and the Controller regarding jail services, fund balance, financial forecast, annual replacement of fleet vehicles, increase in road patrol deputies in rural areas, no millage increase since 2011, and the process by which the Board of Commissioners can set the millage rate every year within the annual Budget.***

[NOTE: A MOTION MADE BY COMMISSIONER HARRIS TO HOLD A SPECIAL BOARD SESSION WAS RESCINDED]

- ✓ ***Matthews moved, seconded by Krafft, to amend the proposed millage language by correcting the final year of the current millage to 2020. The Clerk took a roll-call vote on the amendment, which carried as follows:***

Yes: Kilpatrick, Matthews, Theisen, Harris, Hadsall, Krafft, O’Neal, Ruth, Dwan, Stack and Webster – 11

No: None - 0

Total: - 11



8. **Intergovernmental Cooperation Committee – J. Theisen, Chair; C. Stack, Vice-Chair**
None

9. **Committee Compensation**

4-21-20.1) March 8, 2020 – March 21, 2020

4-21-20.2) March 22, 2020 – April 4, 2020

4-21-20.3) April 5, 2020 – April 18, 2020

✓ ***Krafft moved, seconded by Stack, to approve 4-21-20.1, 4-21-20.2 and 4-21-20.3 leaving room for exceptions. There were no exceptions and the motion carried unanimously.***

COMMITTEE COMPENSATION - 4.21.20.1

April 21, 2020

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held March 8 - March 21, 2020.

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	03/09/20	MAC Transportation/Lansing	Webster	\$50.00	1
2	03/09/20	Labor Relations Committee	Kilpatrick	\$50.00	1
			Stack	\$50.00	1
			Harris	\$50.00	1
			Matthews	\$50.00	1
			Webster	\$25.00	1
3	03/10/20	Executive Committee	Webster	\$50.00	1
			O'Neal	\$50.00	1
			Hadsall	\$50.00	1
			Stack	\$50.00	1
			Krafft	\$50.00	1
4	03/12/20	SC-CHAP	Matthews	\$50.00	1
5	03/12/20	Budget/Audit-Special Meeting re: SCCMHA	Krafft	\$50.00	1
			O'Neal	\$50.00	1
			Ruth	\$50.00	1
			Webster	\$50.00	1
6	03/18/20	Saginaw Valley Zoological Society	Matthews	\$50.00	1
			O'Neal	\$50.00	1
TOTAL				\$875.00	18

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (3-20-20)

COMMITTEE COMPENSATION - 4.21.20.2

April 21, 2020

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held March 22 - April 4, 2020.



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.

There is currently no approved vaccine or antiviral treatment for this disease.

COVID-19 - Governor Whitmer issued Stay Home. Stay Safe. Save Lives. Executive Order 2020-21 on March 23, 2020 & Executive Order 2020-15 - Temporary authorization of remote participation in public meetings and hearings and temporary relief from monthly meeting requirements for school boards.

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	03/30/20	Special Emergency Board Session ZOOM - COVID-19 Dwan, Hadsall, Harris, Kilpatrick, Krafft, Matthews, O'Neal, Ruth, Stack, Theisen, Webster	11 Present	\$550.00	11
2	04/01/20	Saginaw CVB	Ruth	\$50.00	1
3	04/01/20	Great Lakes Bay CVB	Ruth	\$25.00	1
TOTAL				\$625.00	13

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (4-3-20)

COMMITTEE COMPENSATION - 4.21.20.3

April 21, 2020

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held April 5 - April 18, 2020

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.

There is currently no approved vaccine or antiviral treatment for this disease.

Governor Whitmer issued Stay Home. Stay Safe. Save Lives. Executive Order 2020-21 on March 23, 2020 and extended on April 9, 2020 until April 30, 2020 with Executive Order 2020-42. All meetings held in compliance with Executive Order 2020-48 - "Temporary authorization of remote participation in public meetings and hearings and temporary relief from monthly meeting requirements for school boards" effective through May 12, 2020.

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	04/08/20	Crime Prevention Council	Ruth	\$50.00	1
2	04/09/20	Special Board Session Re: March 17, 2020 Agenda via Zoom Dwan, Hadsall, Harris, Kilpatrick, Krafft, Matthews, O'Neal, Ruth, Stack, Theisen, Webster	All present	\$550.00	11
3	04/10/20	MAC Environmental via GotoMeeting	Webster	\$50.00	1



4	04/13/20	Committee of the Whole Re: Aetna Update via Zoom Dwan, Hadsall, Harris, Matthews, O'Neal, Ruth, Stack, Theisen, Webster <i>Absent: Kilpatrick, Krafft</i>	9 Present	\$450.00	9
5	04/14/20	Executive Committee via Zoom	Webster O'Neal Hadsall Stack Krafft	\$50.00 \$50.00 \$50.00 \$50.00 \$50.00	1 1 1 1 1
6	04/15/20	Castle Museum Board	Hadsall	\$50.00	1
7	04/15/20	Saginaw Valley Zoological Society	Matthews O'Neal	\$50.00 \$50.00	1 1
TOTAL				\$1,500.00	30

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (4-17-20)

RESOLUTIONS

None

UNFINISHED BUSINESS

None

PROCLAMATIONS

None

ELECTIONS

None

APPOINTMENTS

- ✓ Chairman Webster appointed William Ostash to the **Animal Control Advisory Council** to fill a vacancy with a term to expire December 31, 2021.
- ✓ Chairman Webster appointed Leonard Ballosh to the **Region VII Area Agency on Aging Board** for a 3-year term to expire March 31, 2023.

COMMISSIONER AUDIENCES

- ◆ Commissioner Harris, Michigan Association of Counties (MAC) Board Member, provided information from MAC regarding tele-meetings, the Governor’s State of Emergency, and state revenue sharing.
- ◆ Commissioner Dwan commented on the graphs provided in the Health Department COVID-19 Updates on the website and Facebook page and how every Monday it appears there is a spike in



cases due to the added weekend numbers.

CHAIR ANNOUNCEMENTS

- Chairman Webster, along with commissioners, staff, and members of the audience, wished the Board Coordinator a “Happy Birthday!”

By Commissioner Theisen, seconded by Commissioner O’Neal: That the Board adjourn. Motion carried. Thereupon, the Board adjourned at 7:32 p.m.

Respectfully Submitted,

SAGINAW COUNTY BOARD OF COMMISSIONERS

MICHAEL A. WEBSTER, CHAIRMAN

MICHAEL J. HANLEY, CLERK

Prepared by: Suzy Koeplinger, Deputy County Clerk



OFFICIAL PROCEEDINGS
OF THE
Board of Commissioners
OF SAGINAW COUNTY, MICHIGAN
SPECIAL SESSION
MAY 15, 2020

A Special Session of the Board of Commissioners of Saginaw County, Michigan, held Friday, May 15, 2020 at 3:00 p.m. via Zoom teleconferencing consistent with Executive Order No. 2020-75 (E.O. 2020-48 rescinded) the members of the Saginaw County Board of Commissioners with the Honorable Michael A. Webster in the Chair. Deputy Clerk Suzy Koeplinger took roll, quorum present as follows:

- PRESENT: Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, and Michael A. Webster - 10
ABSENT: Dennis H. Krafft - 1
TOTAL: - 11

Commissioner O’Neal gave the invocation.

PETITION

May 5, 2020

Michael J. Hanley
Saginaw County Clerk
111 S. Michigan Avenue
Saginaw, MI 48602

May 15, 2020
Special Session

5-15-1

Dear Clerk Hanley:

Pursuant to Article II, Section 2.9 (MCLA 46.10) of the 2020 Rules of the Saginaw County Board of Commissioners, the undersigned members of the Board respectfully petition that a Special Meeting of the Board of Commissioners be held Friday, May 15, 2020 at 3:00 p.m. via Zoom pursuant to Executive Order 2020-75 to consider moving non-essential employees to furlough status as a way to increase employee benefits while saving county resources to offset lost revenues, and for any other matters brought before the Board. The undersigned affirm the intent of the Board of Commissioners to hold a Special Meeting on these matters.



Respectfully Submitted,
Amos O’Neal, Commissioner
Charles M. Stack, Commissioner
Michael A. Webster, Chairman

Cheryl M. Hadsall, Commissioner
Dennis H. Krafft, Commissioner

CLERK'S CALL OF SESSION

May 5, 2020

5-15-2

TO: SAGINAW COUNTY BOARD OF COMMISSIONERS

RE: Notice of Special Board Session

Honorable Commissioners:

The Saginaw County Board of Commissioners will convene for a Special Session on
Friday, May 15, 2020 at 3:00 p.m.

Via Zoom, call-in information to be provided on the Agenda, to consider moving non-essential employees to furlough status as a way to increase employee benefits while saving county resources to offset lost revenues, and for any other matters brought before the Board.

This Special Meeting is being held consistent with Executive Order No. 2020-48 issued by Governor Gretchen Whitmer titled “Temporary authorization of remote participation in public meetings and hearings and temporary relief from monthly meeting requirements of school boards” and as authorized by petition of at least one third (1/3rd) of the members of the Saginaw County Board of Commissioners.

Posted: 12:00 p.m. on March 5, 2020 by Suzy Koeplinger, Board Coordinator/Deputy Clerk

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.

PUBLIC HEARING

None

AUDIENCES

None

LAUDATORY RESOLUTIONS

None



INITIATORY MOTIONS

None

PETITIONS AND COMMUNICATIONS

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

5-15-1 Petition for Special Session

- ***Chairman Webster asked for a motion to waive the requirements of Sec. 6.8 and Sec. 7.1(5) of the Rules of the Board that require committee report referral to the proper committee and introduction by the Chair of each committee and that items on this agenda be treated as regular agenda items. Hadsall moved, seconded by Ruth, to approve the recommendation. The Clerk took a roll-call vote and the Motion carried as follows:***

Yes: Harris, Hadsall, O’Neal, Ruth, Dwan, Stack, Kilpatrick, Matthews, Theisen, and Webster - 10

Abs: Krafft - 1

No: None - 0

Total: - 11

[Note: Agenda items 5-15-2 and 5-15-3 were taken out of order]

5-15-3 CIVIL COUNSEL Discussion & Action – Requesting approval of a Memorandum of Understanding template to be used with the county’s collective bargaining groups related to the issue of furloughs due to the extension of Governor Whitmer’s Stay Home. Stay Safe. Executive Order 2020-77 (Attached)

- ***Chairman Webster asked for a motion to approve the Memorandum of Understanding (MOU) form regarding furloughs submitted by Civil Counsel, as amended, as to Teamsters representing Commission on Aging and Public Health, POAM, POAM Non-312, UAW Paraprofessionals, UAW Professionals, and GELC. Civil Counsel explained the amendment consisted of adding a “sunset” to the MOU regarding 14-day notice. Theisen moved, seconded by Dwan, to approve the recommendation. The Clerk took a roll-call vote and the Motion carried as follows:***

Yes: Hadsall, O’Neal, Ruth, Dwan, Stack, Kilpatrick, Matthews, Theisen, Harris, and Webster - 10

Abs: Krafft - 1

No: None - 0

Total: - 11

5-15-2 CONTROLLER/CAO Discussion & Action – Requesting approval of a 3RD Amended Compensation Plan that addresses the issue of furloughs due to extension of Governor Whitmer’s Stay Home. Stay Safe. Executive Order 2020-77



- **Chairman Webster asked Robert Belleman, Controller/CAO, to present the information contained in the proposed 3rd Amended Compensation Plan. Mr. Belleman explained that a furlough is a mandatory temporary leave from which the employee is expected to return to work or be restored to full employment from a reduced work schedule. He stated the reasons for introducing the 3rd Amended Compensation Plan include: [1] Governor Whitmer’s Executive Order 2020-77; [2] Saginaw County Financial Crisis; [3] Status of State Grants in Question; [4] Possible Reduction in State Revenue Sharing; and [5] Saginaw County Phased Re-Opening Plan. The Controller further explained that six (6) unions have signed a Memorandum of Understanding (MOU) regarding furloughs but that TPOAM (Courthouse) and POAM (Family Division/Probation) have not signed due to a request from the Business Agent for further negotiation. The Controller suggested the Board of Commissioners approve two motions, one to approve the 3rd Amended Compensation Plan and one to approve layoffs for the two (2) unions that have not signed the MOU.**

- **Ruth moved, seconded by Dwan, to approve the 3rd Amended Compensation Plan. The Chairman directed the Clerk to take a roll-call vote and the Motion carried as follows:
Yes: O’Neal, Ruth, Dwan, Stack, Kilpatrick, Matthews, Theisen, Harris, Hadsall, and Webster - 10
Abs: Krafft - 1
No: None - 0
Total: - 11**

- **Discussion was held with Dave Gilbert, Labor/Civil Counsel, regarding the two (2) unions that have not signed the MOU regarding furloughs. Mr. Gilbert explained that the Business Agent wanted an additional ten (10) days to negotiate. The Business Agent is aware of the deadline to sign the MOU regarding furloughs and that if they are not signed the alternative is layoffs.**

- **Theisen moved, seconded by Dwan, to proceed with layoffs for employees in TPOAM (Courthouse) and POAM (Family Division/Probation) in the absence of a signed MOU by the May 16, 2020 deadline. [NOTE: The MOUs were signed by the deadline and layoffs did not occur] The Clerk took a roll-call vote and the Motion carried as follows:
Yes: O’Neal, Ruth, Dwan, Stack, Kilpatrick, Matthews, Theisen, Harris, Hadsall, and Webster - 10
Abs: Krafft - 1
No: None - 0
Total: - 11**

RESOLUTIONS

None

UNFINISHED BUSINESS

None



PROCLAMATIONS

None

APPOINTMENTS

None

ELECTIONS

None

ANNOUNCEMENTS BY THE CHAIR

None

COMMISSIONERS' AUDIENCES

- ◆ Commissioner Ruth thanked Christina Harrington, Health Officer, for speaking at a Democratic Party event and keeping everyone informed on the work of the Public Health Department response and ongoing work with the COVID-19 pandemic.
- ◆ Commissioner Matthews requested the Controller issue a statement that building the new Animal Shelter has nothing to do with layoffs and that millage funds are used strictly for the shelter.

By Commissioner Harris, seconded by Commissioner Theisen: That the Board adjourn. Carried.
Thereupon, the Special Board Session adjourned at 3:48 p.m.

Respectfully Submitted,

SAGINAW COUNTY BOARD OF COMMISSIONERS

MICHAEL A. WEBSTER, CHAIRMAN

MICHAEL J. HANLEY, CLERK

Prepared by: Suzy Koeplinger, Board Coordinator/Deputy Clerk



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

MAY SESSION 2020

First Day of the May Session of the Board of Commissioners of Saginaw County, Michigan, held Tuesday, May 19, 2020. The Board met via Zoom teleconference at 5:00 p.m. with the Honorable Michael A. Webster in the Chair. Deputy Clerk Suzy Koeppinger took roll, quorum present as follows:

PRESENT: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, Michael A. Webster - 10*

ABSENT: *James G. Theisen - 1*

TOTAL: *- 11*

Commissioner Kilpatrick gave the invocation followed by the Pledge of Allegiance to the flag. Chairman Webster provided statistics from the Health Department’s daily COVID-19 Update with 946 positive cases, 217 recovered, and fatalities at 98.

APPROVAL OF MINUTES

Commissioner Harris moved, seconded by Commissioner Kilpatrick, to approve the March 30, 2020 Special Meeting Minutes, the April 9, 2020 Special Meeting Minutes, and the April 21, 2020 Regular Meeting Minutes. Motion carried by roll-call vote as follows:

Yes: *Ruth, Dwan, Stack, Kilpatrick, Matthews, Harris, Hadsall, Krafft, O’Neal, and Webster - 10*

Abs: *Theisen - 1*

No: *None - 0*

Total: *- 11*

PUBLIC HEARING

None

CLERK'S CALL OF SESSION

May 14, 2020

Public Notice of Regular Board Session

The Saginaw County Board of Commissioners will convene for its Regular Session on
Tuesday, May 19, 2020 at 5:00 p.m.



To mitigate the spread of the COVID-19 pandemic, protect the public health, and provide essential protections to Saginaw County residents; the Saginaw County Board of Commissioners is conducting all essential meetings by video teleconference with no physical public access at the usual meeting location in accordance with public health gathering crowd size limitations, social distancing recommendations and Michigan Governor’s Executive Order 2020-70. It is the intention of the County to be in compliance with EO 2020-70, EO 2020-75 and also the Open Meetings Act in order to promote government accountability and fostering openness in government to enhance responsible decision-making.

The Saginaw County Board of Commissioners meeting will be held via “Zoom” online meeting platform. As the County Building is closed to the public, the meeting is open remotely to the public to follow along and participate during the public portion of the meeting, as follows:

County of Saginaw is inviting you to a scheduled Zoom meeting.

Topic: Regular May Board Session; Time: May 19, 2020 05:00 PM EST (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/8024441727> 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. Public comments or questions may be submitted to the Board Office by email at any time prior to the meeting at boc@saginawcounty.com. Comments and questions submitted will be read aloud during the public comment portion of the meeting.

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,
Michael J. Hanley, County Clerk

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.

AUDIENCES

- **Candice Braddock, Sr. Community Engagement Advisor at Enbridge**, introduced herself and provided an update on Enbridge operations within the county pertaining to pipelines and projects

LAUDATORY RESOLUTIONS

None



FOIA APPEAL

The Chairman announced that County Civil Counsel recommended the Board issue written notice to Jarrett Skorup regarding his Freedom of Information Act (FOIA) Appeal, upholding the partial disclosure denial and asked for a motion.

- **Commissioner Krafft moved, seconded by Commissioner Hadsall, to uphold the partial disclosure denial and issue written notice to Jarrett Skorup. Motion carried by roll-call vote as follows:**
 - Yes:** Dwan, Stack, Kilpatrick, Matthews, Harris, Hadsall, Krafft, O’Neal, Ruth and Webster - 10
 - Abs:** Theisen - 1
 - No:** None - 0
 - Total:** - 11

PETITIONS AND COMMUNICATIONS

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

- 5-19-1** **TREASURER/CONTROLLER** sending the electronic transactions and voucher payments transmittal form for the month of February 2020.
 - Executive (5-19-6.1)
- 5-19-2** **TREASURER/CONTROLLER** sending the electronic transactions and voucher payments transmittal form for the month of March 2020.
 - Executive (5-19-6.1)
- 5-19-3** **FINANCE DIRECTOR** submitting budget adjustments approved by the Controller and grants accepted on behalf of the county for the period January 1 - March 31, 2020.
 - Executive (Receive & File)
- 5-19-4** **EQUALIZATION** requesting approval to increase its postage budget by \$6,200 and allow for incoming revenue due to the assessment change notice process.
 - Executive (5-19-6.2)
- 5-19-5** **PURCHASING/RISK MANAGER** submitting the Saginaw County PNC Credit Card Statement and Detailed Charges for January 2020.
 - Executive (Receive & File)
- 5-19-6** **PURCHASING/RISK MANAGER** submitting the Saginaw County PNC Credit Card Statement and Detailed Charges for February 2020.
 - Executive (Receive & File)
- 5-19-7** **PURCHASING/RISK MANAGER** submitting the Saginaw County PNC Credit Card Statement and Detailed Charges for March 2020.
 - Executive (Receive & File)
- 5-19-8** **SHERIFF** requesting waiver of the hiring freeze to fill a Deputy position in the Law Enforcement Division.
 - Executive (5-19-6.4) – Pulled
- 5-19-9** **HEALTH DEPARTMENT** requesting approval of the Health Department Accounts Receivable Write-Off Report for the period October 1, 2018 – September 30, 2019.
 - Executive (5-19-6.5)



- 5-19-10 PURCHASING/RISK MANAGER** requesting a budget increase to the Saginaw County Criminal Justice Coordinating Committee (SCCJCC) fund in the amount of \$250,000 from its fund balance to transfer to the Mainframe Modernization Capital Projects Fund for the Prosecutor’s Case Management System.
-- Executive **(5-19-6.3)**
- 5-19-11 MAINTENANCE** requesting approval to install gated parking systems at the Cass Street and Court Street metered lots at a cost of \$155,000 and elimination of parking attendant position.
-- Executive **(5-19-6.9)**
- 5-19-12 PUBLIC WORKS** requesting approval of a Full Faith and Credit Resolution regarding the sale of bonds for the Prueter Drain Drainage District in the amount of \$830,000.
-- Executive **(5-19-6.7/Res. A)**
- 5-19-13 COMMISSION ON AGING** requesting to amend the Commission on Aging PCN Roster to delete the open Driver II (FT) position (PCN #238225) and create two (2) regular part-time positions and waiver of the hiring freeze for the new driver positions
-- Executive **(5-19-6.8)**
- 5-19-14 COMMUNITY CORRECTIONS** sending notice that grant funding in the amount of \$250,000 has been placed on hold and requesting approval to reduce the Community Corrections FY 2020 Budget by that amount and utilize \$85,000 in fund balance to cover the potential shortfall.
-- -- Executive **(5-19-6.11) - Pulled**
- 5-19-15 ANIMAL CARE & CONTROL** requesting an increase to the credit card limit of the SCACC Director from \$5,000 to \$10,000 due to the resignation of the Kennel Manager and the need to purchase necessary supplies and materials to maintain shelter operations.
-- Executive **(5-19-6.12)**
- 5-19-16 ANIMAL CARE & CONTROL** requesting waiver of the hiring freeze for the positions of Kennel Manager and Kennel Technician at SCACC.
-- Executive **(5-19-6.13)**
- 5-19-17 CONTROLLER/CAO** requesting approval of a Resolution authorizing the issuance of Limited Tax General Obligation Bonds Series 2020 not to exceed \$10 million dollars to plan, design, purchase, acquire, construct and install capital improvements for the SCACC Resource Center.
-- Executive **(5-19-6.14/Res. B)**
- 5-19-18 VILLAGE OF BIRCH RUN** submitting notice of an informational meeting on Thursday, May 14, 2020 at 7:30 a.m. to be held electronically pursuant to information posted on the Village website.
-- Executive *(Receive & File)*
- 5-19-19 REGION VII AREA AGENCY ON AGING** submitting its Draft Allocation Plan in anticipation of federal and state appropriations for FY 2021.
-- Executive *(Receive & File)*
- 5-19-20 COUNTY CLERK** requesting approval to amend the FY 2020 budget of the Concealed Pistol Licensing Fund using fund balance in the amount of \$10,500 for the purchase of a livescan fingerprint system and to amend the County Clerk’s 2020 Fee Schedule.
-- Executive **(5-19-6.6)**
- 5-19-21 CONTROLLER/CAO** requesting approval to participate in the 2020 Art & About event by permitting a life size sculpture called a “monumental” on the Saginaw County Courthouse & Governmental Center property.
-- Executive **(5-19-6.15)**



- 5-19-22 MAINTENANCE** requesting a temporary Personnel Control Number (PCN) for 120 days for a position of Journeyman Electrician to train with Robert Krupnek, who is retiring in August 2020.
-- Executive (**5-19-6.10**)
- 5-19-23 CONTROLLER/CAO** requesting waiver of the hiring freeze and approval to fill the position of Maintenance Director upon his resignation effective September 30, 2020.
-- Executive (**5-19-6.16**)

INITIATORY MOTIONS

None

REPORTS OF COMMITTEES

1. **Human Services Committee – A. O’Neal, Chair; J. Theisen, Vice-Chair**
None
2. **Courts and Public Safety Committee – C. Hadsall, Chair; K. Kilpatrick, Vice-Chair**
None
3. **County Services Committee – C. Stack, Chair; C. Hadsall, Vice-Chair**
None
4. **Budget Audit Committee – D. Krafft, Chair; A. O’Neal, Vice-Chair**
None
5. **Labor Relations Committee – K. Kilpatrick, Chair; C. Stack, Vice-Chair**
None
6. **Executive Committee – M. Webster, Chair**
 - 6.1) **TREASURER/CONTROLLER**, re: approval of the electronic transactions and voucher payments for the months of February and March 2020
 - 6.2) **EQUALIZATION** requesting approval to increase its postage budget by \$6,200 and allow for incoming revenue due to the assessment change notice process
 - 6.3) **PURCHASING/RISK MANAGER**, re: approval to increase the SCCJCC fund in the amount of \$250,000 from fund balance to transfer to the Mainframe Modernization Fund for the Prosecutor’s Case Management System
 - 6.4) ~~**SHERIFF**, re: approval to waive the hiring freeze for the position of Deputy in the Law Enforcement Division~~
 - 6.5) **PUBLIC HEALTH**, re: approval of Accounts Receivable Write-Off Report for the period October 1, 2018 – September 30, 2019
 - 6.6) **COUNTY CLERK**, re: approval to amend the FY 2020 Concealed Pistol Licensing Fund budget using fund balance in the amount of \$10,500 to purchase a livescan fingerprint system and amend the Fee Schedule
 - 6.7) **PUBLIC WORKS**, re: approval of a Full Faith and Credit Resolution regarding the sale of bonds for the Prueter Drain Drainage District in the amount of \$830,000



- 6.8) **COMMISSION ON AGING**, re: approval to amend the PCN Roster to delete the open Driver II (FT) position and create two (2) regular part-time positions and waive the hiring freeze
- 6.9) **MAINTENANCE**, re: approval to install gated parking systems at the Cass Street and Court Street metered lots at a cost of \$155,000 and elimination of a parking attendant position
- 6.10) **MAINTENANCE**, re: approval of a temporary Personnel Control Number (PCN) for 120 days for a position of Journeyman Electrician to train and replace due to retirement
- ~~6.11) **COMMUNITY CORRECTIONS**, re: approval to reduce the Community Corrections FY 2020 budget in the amount of \$250,000 and utilize \$85,000 in fund balance to cover grant funding shortfall~~
- 6.12) **ANIMAL CARE & CONTROL**, re: approval to increase the credit card limit of the SCACC Director from \$5,000 to \$10,000 due to the resignation of the Kennel Manager and the need to purchase necessary supplies and materials
- 6.13) **ANIMAL CARE & CONTROL**, re: approval to waive the hiring freeze for the positions of Kennel Manager and Kennel Technician
- 6.14) **CONTROLLER/CAO**, re: approval of a Resolution authorizing the issuance of Limited Tax General Obligation Bonds Series 2020 not to exceed \$10 million dollars to plan, design, purchase, acquire, construct and install capital improvements for the SCACC Resource Center
- 6.15) **CONTROLLER/CAO**, re: approval to participate in the 2020 Art & About event by permitting a life size sculpture called a “monumental” on the Saginaw County Courthouse & Governmental Center property
- 6.16) **CONTROLLER/CAO**, re: approval to waive the hiring freeze for the position of Maintenance Director to allow for training prior to resignation effective September 30, 2020

[Chairman Webster announced that 6.4 and 6.11 were pulled from the agenda]

- ***Krafft moved, seconded by Hadsall, to approve 6.1 through 6.16 leaving room for exceptions. Dwan excluded Board Report 6.14 for discussion. The Clerk took a roll-call vote on the motion to approve 6.1 through 6.16 (excluding 6.4, 6.11 and 6.14), which carried as follows:***
 - Yes: Stack, Kilpatrick, Matthews, Harris, Hadsall, Krafft, O’Neal, Ruth, Dwan and Webster - 10***
 - Abs: Theisen - 1***
 - No: None - 0***
 - Total: - 11***
- ***After discussion, Board Report 6.14 carried by a roll-call vote as follows:***
 - Yes: Kilpatrick, Matthews, Harris, Hadsall, Krafft, O’Neal, Ruth, Dwan, Stack and Webster - 10***
 - Abs: Theisen - 1***
 - No: None - 0***
 - Total: - 11***



FROM: EXECUTIVE COMMITTEE -- 6.1

MAY 19, 2020

In accordance with State Statute and County Policy, your Executive Committee reviewed 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>
5-19-1	Electronic Transactions	February 1 – 29, 2020	\$ 7,868,746.81
	Voucher Payments	February 1 – 29, 2020	\$ 10,180,942.62
5-19-2	Electronic Transactions	March 1 – 31, 2020	\$ 6,796,113.31
	Voucher Payments	March 1 – 31, 2020	\$ 10,982,895.54

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,

EXECUTIVE COMMITTEE

Michael A. Webster, Chairman
Cheryl M. Hadsall
Dennis H. Krafft

Amos O'Neal
Charles M. Stack

FROM: EXECUTIVE COMMITTEE -- 6.2

MAY 19, 2020

Your Executive Committee considered Communication No. 5-19-4 from Denise Babbitt, Equalization Director, requesting an increase to the FY 2020 Postage Budget by \$6,200 and approve incoming revenue from reimbursements.

We met with Ms. Babbitt via Zoom teleconference who informed the committee that Equalization changed the way it sends out assessment change notices. The company they use to print and mail the notices gives them a bulk rate, but postage is pre-paid and then townships are billed for their portion. It is the recommendation of your committee to approve the request.

Respectfully Submitted,

EXECUTIVE COMMITTEE

Michael A. Webster, Chairman
Cheryl M. Hadsall
Dennis H. Krafft

Amos O'Neal
Charles M. Stack

FROM: EXECUTIVE COMMITTEE -- 6.3

MAY 19, 2020

Your Executive Committee considered Communication No. 5-19-10 from Kelly Suppes, Purchasing/Risk Manager, requesting a budget increase to the Saginaw County Criminal Justice Coordinating Committee (SCCJCC) fund in the amount of \$250,000 from its fund balance to transfer to the Mainframe Modernization Capital Projects Fund for the Prosecutor's Case Management System.

We met with Ms. Suppes via Zoom teleconference who explained that the SCCJCC approved this contribution a few years ago but it was put on hold pending the Mainframe Modernization Project. The procurement of the software system and related hardware is currently in progress, with the total cost of the Prosecutor's Case Management System being \$360,986.



We recommend approval of the request.

Respectfully Submitted,
EXECUTIVE COMMITTEE

Michael A. Webster, Chairman
Cheryl M. Hadsall
Dennis H. Krafft

Amos O’Neal
Charles M. Stack

~~**FROM: EXECUTIVE COMMITTEE -- 6.4** **MAY 19, 2020**~~

~~Your Executive Committee considered Communication No. 5-19-8 from Sheriff William Federspiel requesting waiver of the hiring freeze to fill a position of Deputy in the Law Enforcement Division. The committee met on May 12, 2020 with Undersheriff Gomez via Zoom teleconference and discussed the position, which is included within the Sheriff’s FY 2020 Budget. We recommend approval of the request.~~

~~Respectfully Submitted,
EXECUTIVE COMMITTEE~~

~~Michael A. Webster, Chairman
Cheryl M. Hadsall
Dennis H. Krafft~~

~~Amos O’Neal
Charles M. Stack~~

FROM: EXECUTIVE COMMITTEE -- 6.5 **MAY 19, 2020**

Your committee has considered Communication No. 5-19-9 from Christina Harrington, Health Officer, Public Health, requesting approval of the Accounts Receivable Write-Off for the period of October 1, 2018 through September 30, 2019. We met with Ms. Harrington via Zoom teleconference who provided a brief explanation of the report. She was commended on the work done by Public Health to reduce the annual amount of the write-off. We recommend approval of the Accounts Receivable Write-Off Report for the period of October 1, 2018 through September 30, 2019.

Respectfully Submitted,
EXECUTIVE COMMITTEE

Michael A. Webster, Chairman
Cheryl M. Hadsall
Dennis H. Krafft

Amos O’Neal
Charles M. Stack

FROM: EXECUTIVE COMMITTEE -- 6.6 **MAY 19, 2020**

Your Executive Committee considered Communication No. 5-19-20 from Michael J. Hanley, County Clerk, requesting approval to amend the FY 2020 budget of the Concealed Pistol Licensing (CPL) Fund using fund balance in the amount of \$10,500 for the purchase of a livescan fingerprint system and to amend the County Clerk’s 2020 Fee Schedule. We met with the Mr. Hanley and the Controller via Zoom teleconference who explained that citizens currently have to visit both the courthouse and jail to complete the application process for a new CPL. This purchase will allow for the application to be completed in one transaction reducing contact with additional staff and increasing revenue. The County Clerk requests the following:



- Create a Capital Outlay line item 266-21505-97000 within the Concealed Pistol Licensing fund through the use of fund balance in the total amount of \$10,500 for the purchase of a livescan fingerprint system for use in the county clerk's office.

- Amend the County Clerk's 2020 Fee Schedule to include the following:
 - CCW Fingerprinting Charge - State (MCL 28.425b-sec 9) \$15.00
 - Other Fingerprinting Charge (electronic) - State (MCL-various) \$70.00
 - Fingerprinting Charge (print board) - County \$20.00 for first card + \$5.00 for each additional card

It is the recommendation of your committee to approve the requests.

Respectfully Submitted,

EXECUTIVE COMMITTEE

Michael A. Webster, Chairman
Cheryl M. Hadsall
Dennis H. Krafft

Amos O'Neal
Charles M. Stack

FROM: EXECUTIVE COMMITTEE -- 6.7

MAY 19, 2020

Your committee considered Communication No. 5-19-12 from Brian Wendling, Public Works Commissioner, requesting approval of a Full Faith and Credit Resolution regarding the Sale of Bonds for the Prueter Drain Drainage District.

We met with Mr. Wendling via Zoom teleconference who explained to the committee that the issuance of bonds for construction of the Prueter Drain will not exceed \$830,000 and will mature no later than June 1, 2041. This amount is being issued in anticipation of the collection of an equal amount of special assessments against property and public corporations in the Drainage District.

It is the recommendation of your committee to approve the request and the Resolution is submitted under the regular order of business.

Respectfully Submitted,

EXECUTIVE COMMITTEE

Michael A. Webster, Chairman
Cheryl M. Hadsall
Dennis H. Krafft

Amos O'Neal
Charles M. Stack

FROM: EXECUTIVE COMMITTEE -- 6.8

MAY 19, 2020

Your Executive Committee considered Communication No. 5-19-13 from Jessica Sargent, Commission on Aging Director, requesting to amend the PCN Roster to delete the open Driver II (FT) position and create two (2) regular part-time positions and waiver of the hiring freeze for the new driver positions. We met with Ms. Sargent via Zoom teleconference who informed the committee that after an evaluation of its current program needs and function, it was determined that two (2) part-time positions would better serve the needs of those served within the COA Transportation Program.

It is the recommendation of your committee to delete the position of Driver II (PCN #238225) and create two (2) part-time Driver II positions at Commission on Aging.



Respectfully Submitted,
EXECUTIVE COMMITTEE

Michael A. Webster, Chairman
Cheryl M. Hadsall
Dennis H. Krafft

Amos O’Neal
Charles M. Stack

FROM: EXECUTIVE COMMITTEE -- 6.9

MAY 19, 2020

Your Executive Committee considered Communication No. 5-19-11 from Bernard Delaney, Maintenance Director, requesting approval to install gated parking systems at the Cass Street and Court Street metered lots at a cost of \$155,000 and elimination of a parking attendant position.

We met with Mr. Delaney via Zoom teleconference who informed the committee that metered revenue has declined from a high of \$84,000 to current annual revenue of \$73,000. The metered lot would require a gate in as well as a gate out, with customers being issued a ticket to park in the lot. Upon leaving, the customer can pay by phone, credit card, cash or token. A payment station will be available inside the courthouse for those wishing to pay inside, and they would receive a parking validation ticket that would be used at the exit. The parking rate would be increased to \$.50 for the first hour and \$1.50 for each additional hour, which would equate to a total of \$11.00 per day.

It is the recommendation of your committee to approve the request.

Respectfully Submitted,
EXECUTIVE COMMITTEE

Michael A. Webster, Chairman
Cheryl M. Hadsall

Amos O’Neal
Charles M. Stack
Dennis H. Krafft

FROM: EXECUTIVE COMMITTEE -- 6.10

MAY 19, 2020

Your Executive Committee considered Communication No. 5-19-22 from Bernard Delaney, Maintenance Director, requesting issuance of a temporary Personnel Control Number (PCN) to allow a Journeyman Electrician to train with Robert Krupnek who is retiring in August 2020.

We met with Mr. Delaney via Zoom teleconference who informed the committee that the temporary position is necessary to provide and insure the new electrician has the knowledge of all county facilities and parks.

It is the recommendation of your committee to approve the request for a temporary PCN for a Journeyman Electrician and to waive the hiring freeze for the position, if necessary.

Respectfully Submitted,
EXECUTIVE COMMITTEE

Michael A. Webster, Chairman
Cheryl M. Hadsall
Dennis H. Krafft

Amos O’Neal
Charles M. Stack



FROM: EXECUTIVE COMMITTEE -- 6.11 **MAY 19, 2020**

~~Your Executive Committee considered Communication No. 5-19-14 from Mary McLaughlin, Community Corrections Manager, sending notice that grant funding in the amount of \$250,000 has been placed on hold and requesting approval to reduce the Community Corrections FY 2020 Budget by that amount and utilize \$85,000 in fund balance to cover the potential shortfall.~~

~~We met with Ms. McLaughlin via Zoom teleconference who informed the committee that she is working diligently to advocate for this funding to remain intact and she has contacted our state and local legislators. However, due to the need to operate her office, she will need to utilize \$85,000 in fund balance.~~

~~It is the recommendation of your committee to approve the request.~~

Respectfully Submitted,

EXECUTIVE COMMITTEE

Michael A. Webster, Chairman Amos O’Neal
Cheryl M. Hadsall Charles M. Stack
Dennis H. Krafft

FROM: EXECUTIVE COMMITTEE -- 6.12 **MAY 19, 2020**

Your Executive Committee considered Communication No. 5-19-15 from Bonnie Kanicki, SCACC Director, requesting an increase to the credit card limit of the SCACC Director from \$5,000 to \$10,000. We met with Ms. Kanicki via Zoom teleconference who informed the committee that both she and the former Kennel Manager have a \$5,000 limit on their respective credit cards. Due to the recent resignation of the Kennel Manager, the Director will need to solely purchase the necessary supplies and materials to maintain shelter operations.

It is the recommendation of your committee to approve the request.

Respectfully Submitted,

EXECUTIVE COMMITTEE

Michael A. Webster, Chairman Amos O’Neal
Cheryl M. Hadsall Charles M. Stack
Dennis H. Krafft

FROM: EXECUTIVE COMMITTEE -- 6.13 **MAY 19, 2020**

Your Executive Committee considered Communication No. 5-19-16 from Bonnie Kanicki, SCACC Director, requesting a waiver of the hiring freeze for the positions of Kennel Manager and Kennel Technician.

We met with Ms. Kanicki via Zoom teleconference who informed the committee that both positions are instrumental to the operation of the shelter and both positions have been vacated by recent resignations.

It is the recommendation of your committee to approve the request.



Respectfully Submitted,
EXECUTIVE COMMITTEE

Michael A. Webster, Chairman
Cheryl M. Hadsall
Dennis H. Krafft

Amos O’Neal
Charles M. Stack

FROM: EXECUTIVE COMMITTEE -- 6.14

MAY 19, 2020

Your Executive Committee considered Communication No. 5-19-17 from Robert Belleman, Controller/CAO, requesting approval of a Resolution authorizing the issuance of Limited Tax General Obligation Bonds Series 2020 not to exceed \$10 million dollars to plan, design, purchase, acquire, construct and install capital improvements for the SCACC Resource Center.

We met with Mr. Belleman via Zoom teleconference who explained that the Resolution was prepared by our Bond Counsel, Roger Swets of Dickinson Wright. Warren Creamer of RW Baird has commenced development of the Preliminary Official Statement. He anticipates pricing the bond on July 14, 2020, execution of a Bond Purchase Agreement on July 15, 2020 with the bond closing on August 4, 2020.

We recommend approval of the Resolution submitted under the regular order of business.

Respectfully Submitted,
EXECUTIVE COMMITTEE

Michael A. Webster, Chairman
Cheryl M. Hadsall
Dennis H. Krafft

Amos O’Neal
Charles M. Stack

FROM: EXECUTIVE COMMITTEE -- 6.15

MAY 19, 2020

Your Executive Committee considered Communication No. 5-19-21 from Robert Belleman, Controller/CAO, requesting approval to participate in the 2020 Art & About event by permitting a life size sculpture called a “monumental” on the Saginaw County Courthouse & Governmental Center property.

We met with Mr. Belleman via Zoom teleconference who explained that by allowing this sculpture to be exhibited on the courthouse grounds, it will help boost tourism and increase our community’s recognition and appreciation of the arts.

We recommend approval of the request as submitted.

Respectfully Submitted,
EXECUTIVE COMMITTEE

Michael A. Webster, Chairman
Cheryl M. Hadsall
Dennis H. Krafft

Amos O’Neal
Charles M. Stack



FROM: EXECUTIVE COMMITTEE -- 6.16

MAY 19, 2020

Your Executive Committee considered a request from Robert Belleman, Controller/CAO, requesting a waiver of the hiring freeze and approval to fill the position of Maintenance Director upon his resignation effective September 30, 2020.

We met with Mr. Belleman via Zoom teleconference who explained that the Director of Maintenance is responsible for managing all of the County facilities, capital projects, and maintenance and custodial services. This position supervises sixteen employees, which includes an electrician, maintenance workers, custodians, parking enforcement and administrative assistant. It is vital to have this position to ensure our buildings are safe and secure.

We recommend approval of the request to waive the hiring freeze to fill the position of Director of Maintenance as submitted and to create a temporary PCN if necessary.

Respectfully Submitted,

EXECUTIVE COMMITTEE

Michael A. Webster, Chairman

Cheryl M. Hadsall

Dennis H. Krafft

Amos O’Neal

Charles M. Stack

7. **Legislative Committee – J. Theisen, Chair; A. O’Neal, Vice-Chair**

None

8. **Intergovernmental Cooperation Committee – J. Theisen, Chair; C. Stack, Vice-Chair**

None

9. **Committee Compensation**

5-19-20.1) April 19, 2020 – May 2, 2020

5-19-20.2) May 3, 2020 – May 16, 2020

- ***Krafft moved, seconded by Stack, to approve 5-19-20.1 and 5-19-20.2 leaving room for exceptions. There were no exceptions and the motion carried by the following roll-call vote:***

Yes: Matthews, Harris, Hadsall, Krafft, O’Neal, Ruth, Dwan, Stack, K and Webster - 10

Abs: Theisen - 1

No: None - 0

Total: - 11

COMMITTEE COMPENSATION - 5.19.20.1

May 19, 2020

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held April 19 - May 2, 2020.

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.

There is currently no approved vaccine or antiviral treatment for this disease.



COVID-19 - Governor Whitmer issued Stay Home. Stay Safe. Save Lives. Executive Order 2020-21 on March 23, 2020 & Executive Order 2020-15 - Temporary authorization of remote participation in public meetings and hearings and temporary relief from monthly meeting requirements for school boards.

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	04/21/20	Board Session Dwan, Hadsall, Harris, Kilpatrick, Krafft, Matthews, O'Neal, Ruth, Stack, Theisen, Webster	All Present	\$550.00	11
2	04/24/20	MAC Transportation via GoToMeeting	Webster	\$50.00	1
3	04/27/20	MAC Health & Human Services via GoToMeeting	O'Neal	\$50.00	1
4	04/27/20	MAC Judiciary & Public Safety via GoToMeeting	Hadsall	\$50.00	1
5	05/01/20	Saginaw Future via Zoom	Webster	\$50.00	1
6	05/01/20	MAC Gen Govt. & Finance via GoToMeeting	Harris Krafft	\$50.00 \$50.00	1 1
TOTAL				\$850.00	17

Respectfully Submitted, Suzy Koepplinger, Board Coordinator (5-2-20)

COMMITTEE COMPENSATION - 5.19.20.2

May 19, 2020

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held May 3 - May 16, 2020.

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.

There is currently no approved vaccine or antiviral treatment for this disease.

COVID-19 - Governor Whitmer issued Stay Home. Stay Safe. Save Lives. Executive Order 2020-70 & Executive Order 2020-75 - Temporary authorization of remote participation in public meetings and hearings and temporary relief from monthly meeting requirements for school boards.

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	05/06/20	Crime Prevention Council via Zoom	Ruth	\$50.00	1
2	05/08/20	MAC Environmental via GoToMeeting	Webster	\$50.00	1
3	05/12/20	Executive Committee via Zoom	Webster O'Neal Hadsall Stack Krafft	\$50.00 \$50.00 \$50.00 \$50.00 \$50.00	1 1 1 1 1
4	05/15/20	MAC Agriculture & Tourism via GoToMeeting	Harris	\$25.00	1



5	05/15/20	Special Board Session re: Furloughs via Zoom Dwan, Hadsall, Harris, Kilpatrick, Matthews, O'Neal, Ruth, Stack, Theisen, Webster <i>Absent: Krafft</i>	10 Present	\$500.00	10
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TOTAL

\$875.00	18
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Respectfully Submitted, Suzy Koeplinger, Board Coordinator (5-2-20)

RESOLUTIONS

RESOLUTION "A"

Prueter Drain Bonds, Series 2020

At a regular meeting of the Board of Commissioners of the County of Saginaw, Michigan, held electronically via Zoom on May 19, 2020 in compliance with E.O. 2020-75 and 2020-77.

PRESENT: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O'Neal, Carl E. Ruth, Charles M. Stack, and Michael A. Webster*
– 10

ABSENT: *James G. Theisen* – 1

Commissioner Krafft offered the following resolution and moved for adoption. The motion was seconded by Commissioner O'Neal.

WHEREAS, proceedings have been taken by the Saginaw County Public Works Commissioner for the construction of the Prueter Drain (the "Project"), pursuant to a petition filed with the Public Works Commissioner under the provisions of Chapter 3 of the Drain Code of 1956, as amended; and,

WHEREAS, in order to defray the cost of the Project, the Public Works Commissioner is expected to authorize and provide for the issuance by the Prueter Drain Drainage District (the "Drainage District") of bonds (the "Bonds") in the aggregate principal amount of not to exceed \$830,000, in anticipation of the collection of an equal amount of special assessments against property and public corporations in the Drainage District, said special assessments to be duly confirmed by the Public Works Commissioner; and,

WHEREAS, the Bonds are to be designated "Prueter Drain Bonds, Series 2020," will bear interest at a rate of not to exceed 6% per annum and will mature not later than June 1, 2041; and,

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

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



RESOLUTION “B”
Limited Tax General Obligation Bonds, Series 2020

At a regular meeting of the Board of Commissioners of the County of Saginaw, Michigan, held electronically via Zoom on May 19, 2020 in compliance with E.O. 2020-75 and 2020-77.

PRESENT: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, and Michael A. Webster*
– 10

ABSENT: *James G. Theisen* – 1

Commissioner Krafft offered the following resolution and moved for adoption. The motion was seconded by Commissioner Kilpatrick.

WHEREAS, the Board of Commissioners of the County (the "Board") does hereby determine that it is necessary to finance the cost of designing, purchasing, acquiring, constructing and installing capital improvement items, including, but not limited to, the design, acquisition and construction of a new Animal Care and Control Facility, as well as all appurtenances, site work, improvements, furnishings, fixtures, and equipment necessary or incidental to these improvements, as well as other capital improvement items as determined by the County (the "Project"); and,

WHEREAS, the cost of the Project is estimated not to exceed Ten Million Dollars (\$10,000,000); and,

WHEREAS, the Board has determined to issue bonds and to use the proceeds of the sale of such bonds to finance a portion of the Project.

THEREFORE, BE IT RESOLVED by the Board of Commissioners of the County of Saginaw, Michigan, as follows:

1. **AUTHORIZATION OF BONDS – PURPOSE.** Bonds of the County aggregating the principal sum as determined by order of the Controller/Chief Administrative Officer, but not to exceed Ten Million Dollars (\$10,000,000), shall be issued and sold for the purpose of defraying all or part of the cost of the Project.
2. **BOND DETAILS.** The bonds shall be designated "Limited Tax General Obligation Bonds, Series 2020", shall be dated the date of their delivery; shall be numbered from 1 upwards; shall be fully registered; shall be in the denomination of \$5,000 each or any integral multiple thereof not exceeding the aggregate principal amount for each maturity, or such other denominations approved by the Authorized Officer (defined below); shall bear interest at a rate or rates not exceeding 5% per annum to be determined upon the sale thereof and payable semiannually on such dates as shall be determined by order of the Controller/Chief Administrative Officer; and shall be serial and/or term bonds and mature on such dates and in such amounts as shall be determined by order of the Controller/Chief Administrative Officer; provided, however, that the final principal maturity of the bonds shall be not later than thirty years from the date of issuance. If the original purchaser of the bonds shall



designate certain of the bonds as term bonds, the principal maturities of the bonds shall become mandatory redemption requirements in accordance with the provisions of Section 6 and the form of bond set forth in Section 10. In the absence of the Controller/Chief Administrative Officer, the County Treasurer shall exercise any authority granted to the Controller/Chief Administrative Officer as contemplated by and in furtherance of the provisions of this Bond Resolution.

3. PAYMENT OF PRINCIPAL AND INTEREST. The principal of and interest on the bonds shall be payable in lawful money of the United States. Principal shall be payable upon the bonds as they severally mature. Interest shall be paid to the registered owner of each bond as shown on the registration books at the close of business on the 15th day of the calendar month preceding the month in which the interest payment is due. Interest shall be paid when due by check or draft drawn upon and mailed by the bond registrar and paying agent to the registered owner at the registered address.

4. BOOK-ENTRY SYSTEM. At the option of the initial purchaser of the Bonds, one fully-registered bond for each maturity, in the aggregate amount of such maturity, shall be issued in the name of Cede & Co., as nominee of The Depository Trust Company ("DTC") for the benefit of other parties (the "Participants") in the book-entry-only transfer system of DTC. In the event the County determines that it is in the best interest of the County not to continue the book-entry system of transfer or that the interests of the holders of the bonds might be adversely affected if the book-entry system of transfer is continued, the County may notify DTC and the bond registrar and paying agent, whereupon DTC will notify the Participants of the availability through DTC of bond certificates. In such event, the bond registrar and paying agent shall deliver, transfer and exchange bond certificates as requested by DTC and any Participant or "beneficial owner" in appropriate amounts in accordance with this Bond Resolution. DTC may determine to discontinue providing its services with respect to the bonds at any time by giving notice to the County and the bond registrar and paying agent and discharging its responsibilities with respect thereto under applicable law or the County may determine that DTC is incapable of discharging its duties and may so advise DTC. In either such event, the County shall use reasonable efforts to locate another securities depository. Under such circumstances (if there is no successor securities depository), the County and the bond registrar and paying agent shall be obligated to deliver bond certificates in accordance with the procedures established by this Bond Resolution. In the event bond certificates are issued, the provisions of this Bond Resolution shall apply to, among other things, the transfer and exchange of such certificates and the method of payment of principal of and interest on such certificates. Whenever DTC requests the County and the bond registrar and paying agent to do so, the County and the bond registrar and paying agent shall cooperate with DTC in taking appropriate action after reasonable notice to make available one or more separate certificates evidencing the bonds to any Participant having bonds credited to its DTC account or to arrange for another securities depository to maintain custody of certificates evidencing the bonds.



Notwithstanding any other provision of this Bond Resolution to the contrary, so long as any bond is registered in the name of Cede & Co., as nominee of DTC, all payments with respect to the principal of, interest on and redemption premium, if any, on the bonds and all notices with respect to the bonds shall be made and given, respectively, to DTC. The Controller/Chief Administrative Officer is authorized to sign the Blanket Issuer Letter of Representations on behalf of the County in such form as such official deems necessary or appropriate in order to accomplish the issuance of the bonds in accordance with law and this Bond Resolution.

5. OPTIONAL REDEMPTION. The Bonds may be subject to optional redemption prior to maturity upon such terms and conditions as shall be determined by order of the Controller/Chief Administrative Officer.
6. MANDATORY PRIOR REDEMPTION. If any of the bonds are designated by the original purchaser as term bonds such bonds shall be subject to mandatory prior redemption at par and accrued interest in accordance with the maturity schedule determined by the Controller/Chief Administrative Officer and upon the terms and conditions set forth in the form of bond contained in Section 10 hereof. The bonds to be redeemed shall be selected by lot.
7. BOND REGISTRAR AND PAYING AGENT. The County Controller/Chief Administrative Officer or the County Treasurer shall designate, which may be an officer of the County, and may enter into an agreement with, a bond registrar and paying agent for the bonds that shall be a bank or trust company located in the State of Michigan that is qualified to act in such capacity under the laws of the United States of America or the State of Michigan. The County Controller/Chief Administrative Officer or County Treasurer may from time to time as required designate a similarly qualified successor bond registrar and paying agent.
8. EXECUTION, AUTHENTICATION AND DELIVERY OF BONDS. The bonds shall be executed in the name of the County by the manual or facsimile signatures of the Chairperson of the Board and the County Clerk and authenticated by the manual signature of an authorized representative of the bond registrar and paying agent, and the seal of the County (or a facsimile thereof) shall be impressed or imprinted on the bonds. After the bonds have been executed and authenticated for delivery to the original purchaser thereof, they shall be delivered by the County Treasurer or the Controller/Chief Administrative Officer to the purchaser upon receipt of the purchase price. Additional bonds bearing the facsimile signatures of the Chairperson of the Board and the County Clerk and upon which the seal of the County (or a facsimile thereof) is impressed or imprinted may be delivered to the bond registrar and paying agent for authentication and delivery in connection with the exchange or transfer of bonds. The bond registrar and paying agent shall indicate on each bond the date of its authentication.



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

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

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

The County and the bond registrar and paying agent may deem and treat the person in whose name any bond shall be registered upon the books of the County as the absolute owner of such bond, whether such bond shall be overdue or not, for the purpose of receiving payment of the principal of and interest on such bond and for all other purposes, and all payments made to any such registered owner, or upon his order, in accordance with the provisions of Section 3 of this Bond Resolution shall be valid and effectual to satisfy and discharge the liability upon such bond to the extent of the sum or sums so paid, and neither the County nor the bond registrar and paying agent shall be affected by any notice to the contrary. The County agrees to indemnify and save the bond registrar and paying agent harmless from and against any and all loss, cost, charge, expense, judgment or liability incurred by it, acting in good faith and without negligence hereunder, in so treating such registered owner.

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

10. FORM OF BONDS. The bonds shall be in substantially the following form, with such changes as approved by the Controller/Chief Administrative Officer and consistent with the terms of this Bond Resolution:



**UNITED STATES OF AMERICA
STATE OF MICHIGAN
COUNTY OF SAGINAW
LIMITED TAX GENERAL OBLIGATION BOND, SERIES 2020**

Interest Rate

Maturity Date

Date of Original Issue

CUSIP

Registered Owner:

Principal Amount:

The County of Saginaw, State of Michigan (the "County"), acknowledges itself indebted to and for value received hereby promises to pay to the Registered Owner identified above, or registered assigns, the Principal Amount set forth above on the Maturity Date specified above, unless redeemed prior thereto as hereinafter provided, upon presentation and surrender of this bond at the corporate trust office of _____, _____, Michigan, the bond registrar and paying agent, or at such successor bond registrar and paying agent as may be designated pursuant to the Resolution (as hereinafter defined), and to pay to the Registered Owner, as shown on the registration books at the close of business on the 15th day of the calendar month preceding the month in which an interest payment is due, by check or draft drawn upon and mailed by the bond registrar and paying agent by first class mail postage prepaid to the Registered Owner at the registered address, interest on such Principal Amount until the County's obligation with respect to the payment of such Principal Amount is discharged, at the rate per annum specified above. Interest is payable on the first day of _____ and _____ in each year, commencing on _____ 1, 2020. Principal and interest are payable in lawful money of the United States of America. Interest shall be computed on the basis of a 360-day year of twelve 30-day months.

This bond is one of a series of bonds aggregating the principal sum of _____ Dollars (\$_____) issued by the County under and pursuant to and in full conformity with the Constitution and Statutes of Michigan (especially Act 34, Public Acts of Michigan, 2001, as amended) and a bond authorizing resolution adopted by the Board of Commissioners of the County (the "Resolution") for the purpose of defraying the cost of designing, purchasing, acquiring, constructing and installing capital improvement items, including, but not limited to, the design, acquisition and construction of a new Animal Care and Control Facility, as well as all appurtenances, site work, improvements, furnishings, fixtures, and equipment necessary or incidental to these improvements, as well as other capital improvement items as determined by the County.

The County has irrevocably pledged its full faith and credit for the prompt payment of the principal of and interest on this bond as the same become due. The principal of and interest on the bonds are payable as a first budget obligation of the County from its general funds. The ability of the County to raise such funds is subject to applicable statutory and constitutional limitations on the taxing power of the County. The amount of taxes necessary to pay the principal of and interest on the bonds, together with the taxes levied for the same year, shall not exceed the limit authorized by law.



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

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

MANDATORY PRIOR REDEMPTION

Bonds maturing in the year ____ are subject to mandatory prior redemption at par and accrued interest as follows:

Redemption Date	Principal Amount of Bonds to be Redeemed
-----------------	---

Bonds or portions of bonds to be redeemed by mandatory redemption shall be selected by lot. (REPEAT IF MORE THAN ONE TERM BOND)

OPTIONAL PRIOR REDEMPTION

Bonds maturing prior to _____ 1, 20__, are not subject to redemption prior to maturity. Bonds maturing on and after _____ 1, 20__, are subject to redemption prior to maturity at the option of the County, in such order as shall be determined by the County, on any date on or after _____ 1, 20__. Bonds may be partially redeemed in any amount. If less than all of the bonds maturing in any year are to be redeemed, the bonds or portions of bonds to be redeemed shall be selected by lot. The redemption price shall be the par value of the bond or portion of the bond called to be redeemed plus interest to the date fixed for redemption.

Not less than thirty nor more than sixty days' notice of redemption shall be given by first-class mail to the registered owners of bonds called to be redeemed at their registered addresses. Failure to receive notice of redemption shall not affect the proceedings for redemption. Bonds or portions of bonds called for redemption shall not bear interest after the date fixed for redemption, provided funds are on hand with the bond registrar and paying agent to redeem the same.



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

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

COUNTY OF SAGINAW

By: _____
Its: Chairperson, Board of Commissioners

And: _____
Its: Clerk

CERTIFICATE OF AUTHENTICATION

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

Bond Registrar and Paying Agent

Authentication Date: _____, 2020

By: _____
Authorized Representative

ASSIGNMENT

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

(Please print or type social security number or taxpayer identification number and name and address of transferee)

the within bond and all rights thereunder, and does hereby irrevocably constitute and appoint _____ attorney to transfer the within bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____, 20__

Notice: The signature to this assignment must correspond with the name as it appears upon the face of the within bond in every particular, without alteration or enlargement or any change whatever. When assignment is made by a guardian, trustee, executor or administrator, an officer of a corporation, or anyone in a representative capacity, proof of his/her capacity to act must accompany the bond.



In the presence of: _____

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

Signature Guaranteed: _____

[END OF BOND FORM]

11. SECURITY. The full faith and credit of the County are pledged hereby to the payment of the principal and interest on the bonds authorized by this Bond Resolution. Each year the County shall include in its budget as a first budget obligation an amount sufficient to pay such principal and interest as the same shall become due. The ability of the County to raise funds for the payment of the principal of and interest on the bonds is subject to applicable constitutional and statutory limitations on the taxing power of the County. The amount of taxes necessary to pay the principal of and interest on the bonds, together with the taxes levied for the same year, shall not exceed the limit authorized by law. The proceeds of such taxes (both current and delinquent) shall be deposited as collected into a Principal and Interest Fund that shall be established for the bonds, and until the principal of and the interest on the bonds are paid in full, such proceeds shall be used only for payment of such principal and interest.
12. ESTIMATES OF PERIOD OF USEFULNESS AND COST. The estimated period of usefulness of the Project for which the bonds are to be issued is hereby determined to be thirty (30) years and upwards, and the estimated cost of the Project in the amount of \$10,000,000 as submitted to the Board is hereby approved and adopted.
13. USE OF BOND PROCEEDS – CONSTRUCTION FUND. From the proceeds of the sale of the bonds there shall be set aside in the Principal and Interest Fund (i) any accrued interest received from the purchaser of the bonds at the time of delivery of the bonds, (ii) such premium, if any, received from the purchaser of the bonds at the time of delivery of the bonds in such amount as determined by the Controller/Chief Administrative Officer, and (iii) such amount, if any, determined by the Controller/Chief Administrative Officer to pay interest on the Bonds on such date or dates determined by the Controller/Chief Administrative Officer, which interest is hereby capitalized. The remainder of the proceeds of the sale of the bonds shall be set aside in a construction fund and used to pay the costs of issuing the bonds and to acquire and construct the Project.
14. TAX COVENANT. The County covenants to comply with all requirements of the Internal Revenue Code of 1986, as amended (the "Code") necessary to assure that the interest on the bonds will be and will remain excludable from gross income for federal income tax purposes. The County Controller/Chief Administrative Officer and other appropriate officials of the County are authorized to do all things necessary (including the making of such covenants of the County as shall be appropriate) to assure that the interest on the Bonds will be and will remain excludable from gross income for federal income tax purposes.



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

16. REPLACEMENT OF BONDS. Upon receipt by the County Treasurer of proof of ownership of an unmatured bond, of satisfactory evidence that the bond has been lost, apparently destroyed or wrongfully taken and of security or indemnity that complies with applicable law and is satisfactory to the County Treasurer, the County Treasurer may authorize the bond registrar and paying agent to deliver a new executed bond to replace the bond lost, apparently destroyed or wrongfully taken in compliance with applicable law. In the event an outstanding matured bond is lost, apparently destroyed or wrongfully taken, the County Treasurer may authorize the bond registrar and paying agent to pay the bond without presentation upon the receipt of the same documentation required for the delivery of a replacement bond. The bond registrar and paying agent, for each new bond delivered or paid without presentation as provided above, shall require the payment of expenses, including counsel fees, which may be incurred by the bond registrar and paying agent and the County in the premises. Any bond delivered pursuant to the provisions of this Section 16 in lieu of any bond lost, apparently destroyed or wrongfully taken shall be of the same form and tenor and be secured in the same manner as the bond in substitution for which such bond was delivered.

17. APPROVAL OF DEPARTMENT OF TREASURY. The issuance and sale of the bonds shall be subject to permission being granted therefor by the Michigan Department of Treasury pursuant to Act 34, Public Acts of Michigan, 2001, as amended ("Act 34"), unless the County has qualified status pursuant to Act 34, and, if necessary, the Controller/Chief Administrative Officer is authorized and directed to make applications to the Michigan Department of Treasury for permission to issue and sell the bonds as provided by the terms of this Bond Resolution and Act 34.

18. SALE, ISSUANCE, DELIVERY, TRANSFER AND EXCHANGE OF BONDS. The Controller/Chief Administrative Officer is authorized to sell the Bonds pursuant to a negotiated sale in accordance with Act 34. It is hereby determined that such negotiated sale is in the best interests of the County and is calculated to provide the County with maximum flexibility in pricing the Bonds. The Controller/Chief Administrative Officer is authorized to negotiate a bond purchase agreement, a placement agreement or other purchase agreement or term sheet (the "Purchase Agreement") with an underwriter or other purchaser (a "Purchaser") to be selected by the Controller/Chief Administrative Officer at or prior to the time of the sale of the Bonds. The Controller/Chief Administrative Officer may determine that an



underwriter may act on behalf of itself and any other underwriters as determined by the Controller/Chief Administrative Officer. The Purchase Agreement shall set forth the principal amount of the Bonds, principal maturities and dates, interest rates and interest payment dates, redemption provisions, if any, purchase price to be paid by the Purchaser and compensation or expenses to be paid to the Purchaser, as well as such other terms and provisions as the Controller/Chief Administrative Officer determines to be necessary or appropriate in connection with the sale of the Bonds.

Notwithstanding the foregoing, if the Controller/Chief Administrative Officer determines that a competitive sale would be in the best interests of the County, the Bonds shall be sold pursuant to a competitive sale. The Controller/Chief Administrative Officer is hereby authorized to approve an Official Notice of Sale for the Bonds and publish the same in accordance with law in *The Bond Buyer* at least seven days before the date set for the sale of the Bonds. An Official Notice of Sale for the Bonds shall set forth, with respect to the Bonds, the principal amount, principal maturities and dates, interest rates and interest payment dates, redemption provisions, if any, and purchase price to be paid by the successful bidder, as well as such other terms and provisions as the Controller/Chief Administrative Officer determines to be necessary or appropriate in connection with the sale of the Bonds. Sealed bids for the purchase of the Bonds shall be received up to such time as shall hereafter be determined by the Controller/Chief Administrative Officer. Following the receipt of bids for the Bonds, the Controller/Chief Administrative Officer is authorized to award the Bonds to the successful bidder therefor or reject all bids and negotiate the sale of the Bonds with a selected Purchaser.

Notwithstanding any other provision of this Resolution, the Chairperson of the Board of Commissioners, the County Clerk, the County Treasurer, the Financial Services Manager and the Controller/Chief Administrative Officer (each an “Authorized Officer”) are each individually authorized within the limitations set forth below to determine the title of the Bonds, the interest rate or rates, maximum interest rate, amount of discount or premium, amount of maturities, principal amount, amount of good faith deposit, if any, denominations, dates of issuance, dates of maturities, interest payment dates, optional and mandatory redemption rights, and term bond options. The authority granted to the Authorized Officer by this Section, is subject to the following limitations:

- (a) The par amount of the Bonds shall not exceed \$10,000,000.
- (b) The interest rate on any Bond shall not exceed 5% per annum.
- (c) The final maturity date of the Bonds shall not be later than thirty years from the date of issuance of the Bonds.
- (d) The Bonds shall be sold at a price not less than 97% of the par value of the Bonds.



The Authorized Officer is hereby authorized for and on behalf of the County, without further Board approval, to: (a) negotiate the sale of the Bonds and enter into a Bond Purchase Agreement or otherwise award the sale of the Bonds; (b) to engage a placement agent; (c) to make any elections or designations under the Code; and (d) do all other acts and take all other necessary procedures required to effectuate the sale, issuance and delivery of the Bonds.

Approval by the County of the matters delegated in this section or any other sections may be evidenced by execution or approval of a sale order or such other documents by the Authorized Officer. The Authorized Officer is authorized to execute any documents or certificates necessary to complete the transaction, including, but not limited to, any applications including applications to the Michigan Department of Treasury (including an Application for State Treasurer's Approval to Issue Long-Term Securities, applications for waivers, and the submission of any supporting or related documents), any certificates, receipts, orders, agreements, instruments, security reports, a blanket letter of representations, and any certificates relating to federal or state securities laws, rules or regulations, and to pay any fees required by the State of Michigan.

19. OFFICIAL STATEMENT; CONTINUING DISCLOSURE: The Controller/Chief Administrative Officer is hereby authorized to cause the preparation of a preliminary official statement and a final official statement for the bonds for the purpose of enabling compliance with SEC Rule 15c2-12 (the "Rule") by the successful bidder or bidders and to do all other things necessary to enable compliance with the Rule by the successful bidder or bidders. After the award of the bonds, the County shall provide, on a timely basis and in reasonable quantity as requested by the successful bidder or bidders to enable the successful bidder or bidders to comply with paragraphs (b)(3) and (b)(4) of the Rule and the rules of the Municipal Securities Rulemaking Board.

The Controller/Chief Administrative Officer is hereby authorized to execute and deliver in the name of and on behalf of the County (i) a certificate of the County to comply with the requirement for a continuing disclosure undertaking of the County pursuant to subsection (b)(5) or (d)(2) of the Rule, as applicable, and (ii) amendments to such certificate from time to time in accordance with the terms of such certificate (the certificate and any amendments thereto are collectively referred to herein as the "Continuing Disclosure Certificate"). The County hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate. The remedies for any failure of the County to comply with or carry out the provisions of the Continuing Disclosure Certificate shall be as set forth therein.

20. BOND INSURANCE. The Controller/Chief Administrative Officer is authorized and directed to take any actions that may be necessary or appropriate to purchase a policy or policies of municipal bond insurance with respect to the bonds to the extent that such officer determines that the purchase of such municipal bond insurance is in the best interests of the County. If the Controller/Chief Administrative Officer makes such a determination, the



purchase of a policy or policies and the payment of premiums therefor and the execution by such officer of any necessary commitments with respect thereto are hereby authorized.

21. BOND COUNSEL. The firm of Dickinson Wright PLLC is hereby employed as bond counsel to the County for the issuance of the Bonds and the Authorized Officer is authorized to sign an engagement letter with bond counsel with such fee as is provided in the financial report prepared for the Bonds. The County acknowledges that Dickinson Wright PLLC represents a number of financial institutions in public finance matters, including financial institutions that may potentially purchase the Bonds, and consents to Dickinson Wright PLLC's representation of the County as bond counsel and, and waives any conflict of interest arising from such representation of a financial institution or underwriter that may purchase the Bonds in other matters not involving the County.
22. CONFLICTING RESOLUTIONS. All resolutions and parts of resolutions, insofar as they are in conflict herewith, are rescinded to the extent of the conflict.

Yeas: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O'Neal, Carl E. Ruth, Charles M. Stack, Michael A. Webster - 10*

Absent: *James G. Theisen - 1*

Nays: *None - 0*

TOTAL: *- 11*

CERTIFICATION

I, the undersigned, the Clerk of the County of Saginaw, Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted at a regular meeting of the Board of Commissioners of said County held on the 19th day of May, 2020, the original of which resolution is on file in my office. I further certify that notice of said meeting was given in accordance with the provisions of the Open Meetings Act and Governor Whitmer's Executive Order 2020-75.

Dated: May 19, 2020

Michael J. Hanley, Clerk,
County of Saginaw



UNFINISHED BUSINESS

None

PROCLAMATIONS

Proclamation

April 28th - Workers Memorial Day

FIGHT for the Living.

MOURN for the Dead.

Day of Mourning for Workers Killed or Injured on the Job

Every year thousands of people are killed at work and millions more suffer injury or illness because of their job. Most do not die of mystery ailments, or in tragic “accidents.” They die because an employer decided their safety just wasn’t that important a priority. Workers Memorial Day (WMD) commemorates those workers and is held on April 28th every year. All over the world workers and their representatives conduct events, demonstrations, vigils and a host of other activities to mark the day. This day is also intended to serve as a rally cry to remember the dead, but fight for the living.

Fifty years ago, congress passed the Occupational Safety and Health Act, and more than 40 years ago, Congress passed the Mine Safety and Health Act, promising every worker the right to a safe job. Unions have fought hard to make that promise a reality – winning protections that have made jobs safer and saved lives.

In 2017, work-related injuries claimed the lives of 5,147 U.S. workers. Although deaths resulting from work-related injuries are captured by surveillance systems, most deaths resulting from work-related illness are not. In 2007, an estimated 53,445 persons died from work-related illness. In 2017, employers reported approximately 2.8 million nonfatal injuries and illnesses to private industry workers. Occupational injuries and illness have broad social and economic impacts on workers and their families, on employers, and on society as a whole. Based on methods that focus on medical costs and productivity losses, the societal cost of work-related fatalities, injuries, and illness were estimated at \$250 billion in 2007.

The Saginaw County Board of Commissioners recognizes all who are dedicated and determined to make a safer workplace for everyone. We pray for people who have lost their lives or suffer an injury or illness because of their job and proclaim April 28, 2020 as Workers Memorial Day in the County of Saginaw.

Respectfully Submitted,
Saginaw County
Board of Commissioners
Michael A. Webster
Chairman, District #11

Presented: April 28, 2020
Adopted: May 19, 2020

Cheryl M. Hadsall
Commissioner, District #7

ELECTIONS

- O’Neal moved, seconded by Stack, to re-appoint Paul Purcell to the **Jury Board** for a term that expires April 30, 2026 and to appoint Lisa Coney to fill a vacancy for a term that expires April 30, 2022. Motion carried.



APPOINTMENTS

None

COMMISSIONER AUDIENCES

None

CHAIR ANNOUNCEMENTS

- Chairman Webster commented on the failure of the Edenville Dam that flows into the Tittabawassee River and the flooding that is occurring in Midland and Saginaw.
- Chairman Webster announced the names of County employees who have exhibited heroic efforts during the COVID-19 crisis and responded to our survey called “Heroes Working Here.”

By Commissioner Harris, seconded by Commissioner Matthews: That the Board adjourn. Motion carried. Thereupon, the Board adjourned at 5:35 p.m.

Respectfully Submitted,

SAGINAW COUNTY BOARD OF COMMISSIONERS

MICHAEL A. WEBSTER, CHAIRMAN

MICHAEL J. HANLEY, CLERK

Prepared by: Suzy Koepflinger, Deputy County Clerk



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

JUNE SESSION 2020

First Day of the June Session of the Board of Commissioners of Saginaw County, Michigan, held Tuesday, June 16, 2020. The Board met via Zoom teleconference at 5:00 p.m. with the Honorable Michael A. Webster in the Chair. Deputy Clerk Suzy Koepplinger took roll, quorum present as follows:

PRESENT: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, James G. Theisen, Amos O’Neal, Carl E. Ruth, Charles M. Stack, Michael A. Webster - 11*

ABSENT: *None - 0*

TOTAL: *- 11*

In the temporary absence of Commissioner Matthews, Commissioner Ruth gave the invocation and led the Pledge of Allegiance to the Flag.

APPROVAL OF MINUTES

Commissioner Harris moved, seconded by Commissioner Kilpatrick, to approve the May 15, 2020 Special Meeting Minutes and the May 19, 2020 Regular Meeting Minutes. Motion carried by roll-call vote as follows:

Yes: *Krafft, O’Neal, Ruth, Dwan, Stack, Kilpatrick, Matthews, Theisen, Harris, Hadsall, and Webster – 11;*

No: *None – 0;*

Total: *- 11*

CLERK'S CALL OF SESSION

Public Notice of Regular Board Session

To mitigate the spread of the COVID-19 pandemic, protect the public health, and provide essential protections to Saginaw County residents; the Saginaw County Board of Commissioners is conducting all essential meetings by video teleconference with no physical public access at the usual meeting location in accordance with public health gathering crowd size limitations, social distancing recommendations and Michigan Governor’s Executive Order 2020-110. It is the intention of the County to be in compliance with EO 2020-110, EO 2020-75 and also the Open Meetings Act in order to promote government accountability and fostering openness in government to enhance responsible decision-making.



The Saginaw County Board of Commissioners meeting will be held via “Zoom” online meeting platform. As the County Building is closed to the public, the meeting is open remotely to the public to follow along and participate during the public portion of the meeting, as follows:

County of Saginaw is inviting you to a scheduled Zoom meeting.

Topic: Regular June Board Session; Time: June 16, 2020 05:00 PM EST (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/8024441727> Meeting ID: 802 444 1727

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. Public comments or questions may be submitted to the Board Office by email at any time prior to the meeting at boc@saginawcounty.com. Comments and questions submitted will be read aloud during the public comment portion of the meeting.

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,
Michael J. Hanley, County Clerk

June 5, 2020
Posted 6-5-20 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.

AUDIENCES

- **Gregory Willis** spoke regarding properties foreclosed by County Treasurer and provided correspondence to the Board (*On file*)

LAUDATORY RESOLUTIONS

None

PETITIONS AND COMMUNICATIONS

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

6-16-1 MOBILE MEDICAL RESPONSE (MMR) sending its tri-annual report pursuant to the Ambulance Service Agreement between the County of Saginaw and MMR for the period of January 1, 2020 – April 30, 2020.

-- Courts & Public Safety (*Receive & File*)



- 6-16-2 REGION VII AREA AGENCY ON AGING** sending notice that it is accepting Letters of Intent from public, private for-profit, and non-profit incorporated entities interested in applying for FY 2021 funds to provide services for persons age 60 and older.
-- Human Services (*Receive & File*)
- 6-16-3 MICHIGAN DEPARTMENT OF TREASURY** forwarding the Preliminary State Equalization Report for the 2020 tax year as approved by the State Tax Commission.
-- County Services (*Receive & File*)
- 6-16-4 MAINTENANCE** requesting waiver of the hiring freeze to fill the vacant position of Custodian T6 in the Maintenance Department.
-- Labor Relations (**6-16-5.2**)
- 6-16-5 COMMUNITY CORRECTIONS** requesting approval to submit the Community Corrections grant for FY 2021 in the amount of \$527,301 and to accept if awarded.
-- Courts & Public Safety (**6-16-2.1**)
- 6-16-6 MOSQUITO ABATEMENT COMMISSION** submitting an update on Mosquito Control services during the COVID-19 Pandemic.
-- Human Services (*Receive & File*)
- 6-16-7 TREASURER** requesting consideration of a proposal to provide Personal Time Off (PTO) hours on a pro-rata share based upon a formula, to essential workers who worked less than forty (40) hours per week during the COVID-19 pandemic shutdown.
-- Labor Relations (***Tabled to August Labor Relations Committee meeting***)
- 6-16-8 SAGINAW COUNTY CONVENTION & VISITORS BUREAU** submitting its Audited Financial Statements for FY 2019.
-- County Services (*Receive & File*)
- 6-16-9 COMMISSION ON AGING** requesting to increase and adjust its FY 2020 Budget using fund balance and due to additional grant funds received to accommodate the needs of the Foster Grandparent program and Home Delivered Meals program.
-- Budget/Audit (**6-16-4.2**)
- 6-16-10 MICHIGAN INSTITUTE OF FORENSIC SCIENCE & MEDICINE (MIFSM)** submitting an update and progress report on the Office of the Medical Examiner.
-- Courts & Public Safety (*Receive & File*)
- 6-16-11 TREASURER/CONTROLLER** sending the electronic transactions and voucher payments transmittal form for the month of April 2020.
-- Budget/Audit (**6-16-4.1**)
- 6-16-12 PERSONNEL DIRECTOR** submitting the June 2020 Employment Status Report covering the months of March, April, and May 2020.
-- Labor Relations (*Receive & File*)
- 6-16-13 PERSONNEL DIRECTOR** submitting revised County Policy 366 titled Family Medical Leave Act (FMLA) Expansion Policy for approval.
-- Labor Relations (**6-16-5.1**)
- 6-16-14 PARKS & RECREATION** requesting waiver of the hiring freeze to fill the position of Outdoor Recreation and Event Coordinator.
-- Labor Relations (**6-16-5.2**)



- 6-16-15 RETIREMENT & BENEFITS ADMINISTRATOR** submitting an update on the transition from Blue Cross Blue Shield of Michigan to Aetna.
 - Labor Relations (*Receive & File*)
- 6-16-16 CONTROLLER/CAO** requesting approval to contract with Kibbe & Associates as the architect/engineer for the Saginaw County Animal Care & Control Resource Center Project.
 - Executive (**6-16-6.1**)

INITIATORY MOTIONS

None

REPORTS OF COMMITTEES

1. **Human Services Committee – A. O’Neal, Chair; J. Theisen, Vice-Chair**
None

2. **Courts and Public Safety Committee – C. Hadsall, Chair; K. Kilpatrick, Vice-Chair**
 - 2.1) **COMMUNITY CORRECTIONS**, re: Approval of FY 2021 grant
 - **Hadsall moved, seconded by Theisen, to approve the request. Motion carried by roll-call vote as follows:**
 - Yes: O’Neal, Ruth, Dwan, Stack, Kilpatrick, Matthews, Theisen, Harris, Hadsall, Krafft, and Webster – 11**
 - No: None – 0**
 - Total: - 11**

FROM: COMMITTEE ON COURTS & PUBLIC SAFETY – 2.1 **JUNE 16, 2020**

Your committee considered Communication No. 6-16-5 from Mary McLaughlin, Community Corrections Manager, requesting approval to submit the Community Corrections grant for FY 2021 in the amount of \$527,301 and to accept if awarded.

We met with Ms. McLaughlin via Zoom who informed the committee that Saginaw County has applied for and received grant funding from the State of Michigan, Office of Community Corrections, since 1992. The grant application process for fiscal year 2021 was reviewed and approved by the Community Corrections Advisory Board on May 26, 2020. The grant request in the amount of \$527,301 must be submitted to the State of Michigan Department of Corrections by the end of business on June 1, 2020. There are no match funds required for this grant application process.

We recommend approval to submit the Community Corrections grant for FY 2021 and accept if awarded.

Respectfully Submitted,

COMMITTEE ON COURTS & PUBLIC SAFETY

Cheryl M. Hadsall, Chair
Kathleen K. Dwan
Michael A. Webster

Kirk W. Kilpatrick, Vice-Chair
Amos O’Neal

3. **County Services Committee – C. Stack, Chair; C. Hadsall, Vice-Chair**
None



4. **Budget Audit Committee – D. Krafft, Chair; A. O’Neal, Vice-Chair**

4.1) **TREASURER/CONTROLLER**, re: approval of electronic transactions and voucher payments for the month of April 2020

4.2) **COMMISSION ON AGING**, re: Approval of FY 2020 Budget Adjustments

- *Krafft moved, seconded by Theisen, to approve 4.1 and 4.2 leaving room for exceptions. There were no exceptions and the Clerk took a roll-call vote on the motion, which carried as follows:*

Yes: Ruth, Dwan, Stack, Kilpatrick, Matthews, Theisen, Harris, Hadsall, Krafft, O’Neal, and Webster – 11

No: None – 0

Total: - 11

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.1

JUNE 16, 2020

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>
6-16-11	Electronic Transactions	April 1 – 30, 2020	\$ 9,641,059.26
	Voucher Payments	April 1 – 30, 2020	\$10,717,348.71

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

James G. Theisen

Michael A. Webster

Amos O’Neal, Vice-Chair

Carl E. Ruth

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.2

JUNE 16, 2020

Your Budget/Audit Committee considered Communication No. 6-16-9 from Jessica Sargent, Commission on Aging Director, requesting approval to amend the COA 2020 budget to accommodate the needs of its Foster Grandparent Program and Home Delivered Meals Program.

We met with Ms. Sargent who explained that during the transition into a new grant period in the Foster Grandparent Program, there was a carry-over of too many volunteers resulting in overspending in the stipend line item and requiring the use of fund balance. This shortfall has been corrected. In addition, additional grant monies were received through Region VII Area Agency on Aging for service-related funds received from the Family First Coronavirus Response Act (FFCRA) and the CARES Act, which will be used for food costs that have increased during the COVID-19 pandemic. The budget adjustments are as follows:



	Description	Fund	Activity	Account	Debit	Credit
1.	Foster Grandparent Stipends Fund Balance	238 238	67235 67235	96330 69433	16,316	16,316
2.	Home Delivered Meals – FFCRA Federal Grants Food (Provisions)	238 238	67273 67273	50100 74700	141,450	141,450
3.	Home Delivered Meals – CARES Federal Grants Food (Provisions)	238 238	67273 67273	50100 74700	268,999	268,999

We recommend approval to and the Commission on Aging FY 2020 Budget as presented.

Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair

James G. Theisen

Michael A. Webster

Amos O’Neal, Vice-Chair

Carl E. Ruth

5. **Labor Relations Committee – K. Kilpatrick, Chair; C. Stack, Vice-Chair**

5.1) **PERSONNEL**, re: Approval of amended County Policy #366 – Family Medical Leave Act (FMLA) Expansion Policy

5.2) **MAINTENANCE / PARKS & RECREATION**, re: Waiver of the hiring freeze for the positions of Custodian T6 and Outdoor Recreation and Event Coordinator

▪ *Kilpatrick moved, seconded by Harris, to approve 5.1 and 5.2 leaving room for exceptions. There were no exceptions and the Clerk took a roll-call vote on the motion, which carried as follows:*

Yes: Dwan, Stack, Kilpatrick, Matthews, Theisen, Harris, Hadsall, Krafft, O’Neal, Ruth, and Webster – 11

No: None – 0

Total: - 11

FROM: LABOR RELATIONS COMMITTEE -- 5.1

JUNE 16, 2020

Your Labor Relations Committee considered Communication No. 6-16-13 from Jennifer Broadfoot, Personnel Director, submitting an amendment to County Policy #366 titled “Family Medical Leave Act (FMLA) Expansion Policy.”

We met with Ms. Broadfoot via Zoom who informed the committee that the request to amend the County Policy came from Brandon Genwright, Juvenile Detention Director, to exclude employees of the Detention Center from the policy due to the essential nature of the work performed by staff at Detention.

We recommend approval of the amendment to County Policy #366 titled “Family Medical Leave Act (FMLA) Expansion Policy, as attached.



Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair

Kyle R. Harris

Michael A. Webster

Charles M. Stack, Vice-Chair

Sheldon Matthews

Category: 300

Number: 366

Subject: Family Medical Leave Act (FMLA) Expansion Policy

1. **PURPOSE:** The purpose of this policy is to define expanded family medical leave provided to employees of Saginaw County during the pandemic outbreak of COVID-19, Coronavirus, as required by H.R. 6201, the “Families First Coronavirus Response Act” of 2020, which includes the FMLA Expansion Act and the Emergency Paid Sick Leave Act. This policy will be in effect from April 1, 2020, until December 31, 2020. Our existing FMLA leave policy still applies to all other FMLA-qualifying reasons for leave outside of this policy.
2. **AUTHORITY:** The Saginaw County Board of Commissioners
3. **APPLICATION:** This policy applies to all qualifying Saginaw County full-time and part-time employees as defined by the Act who have been employed for more than thirty (30) days. As allowed by the FMLA Expansion Act, essential Health Care Providers and Emergency Responders (Sheriff Department, Juvenile Detention, and Health Department employees) are exempt from and do not qualify for this leave.
4. **RESPONSIBILITY:** The Controller/CAO will have responsibility for implementing and administering this policy.
5. **DEFINITIONS:**

“Child” means a biological, adopted or foster child, a stepchild, a legal ward, or a child of a person standing in loco parentis, who is under 18 years of age, or is 18 or older and incapable of self-care because of a mental or physical disability.

“Child care provider” is someone who cares for your child on a paid or unpaid basis.

 - A center-based child care provider.
 - A group home child care provider.
 - A family child care provider (one individual who provides child care services for fewer than 24 hours per day, as the sole caregiver, and in a private residence).
 - Other licensed provider of childcare services for compensation.
 - A child care provider that is 18 years of age or older who provides child care services to children who are either the grandchild, great grandchild, sibling (if such provider lives in a separate residence), niece or nephew of such provider, at the direction of the parent.

“School” means an elementary or secondary school.



“Place of Care” is a physical location in which care is provided for your child.

6. **PRELIMINARY STATEMENT:** Saginaw County shall administer this policy in accordance with the FMLA Expansion Act. Thus although this policy sets forth a summary of the requirements, process and procedure regarding employees’ use of leave under applicable circumstances, Saginaw County shall administer this policy in accordance with the Act and its regulations.
7. **POLICY:** It shall be the policy of Saginaw County to provide leave in accordance with the FMLA Expansion Act for all eligible employees.
8. **ADMINISTRATIVE PROCEDURES:** The FMLA Expansion Act provides an entitlement of up to 12 weeks of job-protected, “Public Health Emergency Leave” (PHEL) to eligible, covered employees who have been employed for 30 plus days, who are unable to work because they must care for their child/children if the child/children’s school or place of care is closed or the childcare provider is unavailable due to a public health emergency.
 - 8.1 The first ten (10) days of PHEL are unpaid; however, an employee may elect to use accrued paid leave instead of unpaid leave. The employee may also elect to use the paid leave provided under the Emergency Paid Sick Leave Act.
 - 8.2 After the first ten (10) days, Saginaw County will provide pay for each additional day of qualifying PHEL at two-thirds (2/3) the employee’s regular rate for the number of hours the employee would otherwise be normally scheduled. This payment is limited to \$200 per day or \$10,000 in the aggregate. Employees may take up to twelve (12) weeks of qualifying PHEL.
 - 8.3 Employees who work a part-time or irregular schedule are entitled to be paid based on the average number of hours the employee worked in a two-week period prior to taking PHEL. Hours of leave are calculated based on the number of hours the employee is normally scheduled to work. If the employee’s schedule varies, the six-month average may be used to calculate the average daily hours. Employees who have worked for less than six months prior to leave are entitled to the employee’s reasonable expectation at hiring of the average number of hours the employee would normally be scheduled to work.
 - 8.4 Eligible employees taking leave under the FMLA Expansion Act will be reinstated to their former positions, or to an equivalent position with equivalent benefits and other terms and conditions of employment. However, no employee is entitled under this policy to any right, benefit or position other than that to which the employee would have been entitled had they not taken leave. Thus, for example, if a layoff or some other extenuating circumstance or business condition arises which affects the employee’s position, reinstatement may not be possible.



- 8.5 Employees requesting PHEL shall complete the FMLA Expansion Leave Request Form, following occurrence of potentially qualifying reason for leave. All PHEL leave is subject to approval by the Personnel Department.
- a. Approved FMLA Expansion Leave/PHEL shall be reported on employee time sheets as “COVID-19 FMLA” so that it is paid at the 2/3 rate.
 - b. Employees will have up to 12 weeks of leave to use from April 1, 2020, through December 31, 2020, for the purposes stated above. This time is included in and not in addition to the total FMLA leave entitlement of 12 weeks in a 12-month period.
 - c. Increments & Intermittent Use of Leave: Employees may take FMLA Expansion Leave/PHEL intermittently and in any increment agreed to with Personnel. For example, an employee may only need 4 hours per day of leave to care for his or her child or may only need to do so on Tuesdays and Thursdays. Managers and employees are expected to be flexible in scheduling wherever possible.
9. CONTROLLER/CAO LEGAL COUNSEL REVIEW: The Controller/CAO has determined that this policy as submitted to the Board of Commissioners contains the necessary substance in order to carry out the purpose of 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 Controller/CAO

Approved as to Legal Content
Saginaw County Civil Counsel

ADOPTED: April 21, 2020

AMENDED: June 16, 2020

FROM: LABOR RELATIONS COMMITTEE -- 5.2

JUNE 16, 2020

Your Labor Relations Committee considered Communication No. 6-16-4 from Bernard Delaney, Maintenance Director, and 6-16-14 from Brian Keenan-Lechel, Parks & Recreation Director, requesting waiver of the hiring freeze for Custodian T6 and Outdoor Recreation and Event Coordinator.

We met with Mr. Delaney via Zoom who stated this position has been vacant since April 2019 and is vital to the operation of the Maintenance Department. We met with Mr. Keenan-Lechel via Zoom who stated the position is vital to the Parks & Recreation Department due to an increase in its programming. We recommend approval to waive the hiring freeze and fill the positions of Custodian T6 and Outdoor Recreation and Event Coordinator.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair

Kyle R. Harris

Michael A. Webster

Charles M. Stack, Vice-Chair

Sheldon Matthews



6. **Executive Committee – M. Webster, Chair**

6.1) **CONTROLLER/CAO**, re: Approval of Agreement with Kibbe & Associates for Architect / Engineer services for the Saginaw County Animal Care & Control (SCACC) Resource Center

- **Krafft moved, seconded by Hadsall, to approve 6.1. The Clerk took a roll-call vote on the motion, which carried as follows:**

Yes: Stack, Kilpatrick, Matthews, Theisen, Harris, Hadsall, Krafft, O’Neal, Ruth, Dwan and Webster – 11

No: None – 0

Total: - 11

FROM: EXECUTIVE COMMITTEE -- 6.1

JUNE 16, 2020

Your Executive Committee considered Communication No. 6-16-16 from Robert V. Belleman, Controller/CAO, requesting approval of an American Institute of Architects (AIA) Agreement for professional architectural and engineer services associated with the survey, design, bid and selection of a Construction Manager and construction oversight of the proposed Saginaw County Animal Care & Control (SCACC) Resource Center.

We met with Mr. Belleman via Zoom who informed the committee that he has been working with Steve Jensen of Blue Sky Animal Care Architecture and Chris Miller of Kibbe & Associates on the site selection process and preliminary design phase. Mr. Jensen will be transitioning from primary architect to a consulting role and will complete the Resource Center design with Kibbe architects providing on-site support.

It is the recommendation of your committee to approve the AIA Agreement with Kibbe & Associates as presented. *(To be provided prior to Board Session)*

Respectfully Submitted,

EXECUTIVE COMMITTEE

Michael A. Webster, Chairman

Cheryl M. Hadsall

Dennis H. Krafft

Amos O’Neal

Charles M. Stack

7. **Legislative Committee – J. Theisen, Chair; A. O’Neal, Vice-Chair**

None

8. **Intergovernmental Cooperation Committee – J. Theisen, Chair; C. Stack, Vice-Chair**

None

9. **Committee Compensation**

6-16-20.1) May 17, 2020 – May 30, 2020

6-16-20.2) May 31, 2020 – June 13, 2020



- **Hadsall moved, seconded by Kilpatrick, to approve 6-16-20.1 and 6-16-20.2 leaving room for exceptions. There were no exceptions and the motion carried by the following roll-call vote:**

Yes: Kilpatrick, Matthews, Theisen, Harris, Hadsall, Krafft, O’Neal, Ruth, Dwan, Stack, and Webster – 11

No: None – 0

Total: - 11

COMMITTEE COMPENSATION - 6.16.20.1

June 16, 2020

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held May 17 - May 30, 2020.

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	05/18/20	MAC Health & Human Services via GoToMeeting	O'Neal	\$50.00	1
2	05/18/20	MAC Judiciary & Public Safety via GoToMeeting	Hadsall	\$50.00	1
3	05/18/20	Michigan Works! Joint Board	Matthews	\$50.00	1
			O'Neal	\$25.00	1
			Ruth	\$50.00	1
			Stack	\$50.00	1
			Webster	\$50.00	1
4	05/19/20	Board Session via Zoom Dwan, Hadsall, Harris, Kilpatrick, Krafft, Matthews, O'Neal, Ruth, Stack, Webster <i>Absent: Theisen</i>	10 Present	\$500.00	10
5	05/20/20	Saginaw Valley Zoological Society	Matthews	\$50.00	1
			O'Neal	\$50.00	1
6	05/20/20	Animal Control Advisory Council via Zoom	Hadsall	\$50.00	1
7	05/21/20	Community Action Committee via Conference Call	O'Neal	\$50.00	1
8	05/22/20	Commission on Aging via Zoom	Stack	\$50.00	1
TOTAL				\$1,075.00	22

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (5-29-20)

COMMITTEE COMPENSATION - 6.16.20.2

June 16, 2020

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held May 31 - June 13, 2020.

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. There is currently no approved vaccine or antiviral treatment for this disease.

COVID-19 - Governor Whitmer issued Stay Home. Stay Safe. Save Lives. Executive Order 2020-70 & Executive Order 2020-75 - Temporary authorization of remote participation in public meetings and hearings and temporary relief from monthly meeting requirements for school boards.



<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	06/01/20	Human Services Committee via Zoom	O'Neal	\$50.00	1
			Theisen	\$50.00	1
			Matthews	\$50.00	1
			Ruth	\$50.00	1
			Webster	\$50.00	1
2	06/02/20	Courts & Public Safety Committee via Zoom	Hadsall	\$50.00	1
			Kilpatrick	\$50.00	1
			Dwan	\$50.00	1
			O'Neal	\$50.00	1
			Webster	\$50.00	1
3	06/03/20	Crime Prevention Council via Zoom	Ruth	\$50.00	1
4	06/03/20	County Services Committee via Zoom	Stack	\$50.00	1
			Hadsall	\$50.00	1
			Harris	\$50.00	1
			Krafft	\$50.00	1
			Webster	\$50.00	1
5	06/04/20	Budget/Audit Committee via Zoom	Krafft	\$50.00	1
			Theisen	\$50.00	1
			Ruth	\$50.00	1
			Webster	\$50.00	1
6	06/05/20	Saginaw Future Board via Zoom	Webster	\$50.00	1
7	06/05/20	Legislative Committee via Zoom	O'Neal	\$50.00	1
			Hadsall	\$50.00	1
			Ruth	\$50.00	1
			Webster	\$25.00	1
8	06/08/20	Labor Relations Committee via Zoom	Kilpatrick	\$50.00	1
			Stack	\$50.00	1
			Harris	\$50.00	1
			Matthews	\$50.00	1
			Webster	\$50.00	1
9	06/09/20	Executive Committee via Zoom	Webster	\$50.00	1
			O'Neal	\$50.00	1
			Hadsall	\$50.00	1
			Stack	\$50.00	1
			Krafft	\$50.00	1
10	06/11/20	SC-CHAP via Go To Meeting	Matthews	\$50.00	1
			TOTAL	\$1,775.00	36

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (6-12-20)

RESOLUTIONS

None



UNFINISHED BUSINESS

None

PROCLAMATIONS

None

ELECTIONS

None

APPOINTMENTS

- Chairman Webster made the following appointments to the **Michigan Works! Workforce Development Board** with terms that expire June 30, 2022: **Kelley Peatross – Private Sector** (*Reappointment*), and **Chad Wurtzel – Labor** (*Reappointment*)

COMMISSIONER AUDIENCES

None

CHAIR ANNOUNCEMENTS

- Chairman Webster expressed his sadness upon the death of Rev. Roosevelt Austin at the age of 93 and sends condolences to his family.

By Commissioner Theisen, seconded by Commissioner Hadsall: That the Board adjourn. Motion carried. Thereupon, the Board adjourned at 5:41 p.m.

Respectfully Submitted,

SAGINAW COUNTY BOARD OF COMMISSIONERS

MICHAEL A. WEBSTER, CHAIRMAN

MICHAEL J. HANLEY, CLERK

Prepared by: Suzy Koeplinger, Deputy County Clerk



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

SPECIAL SESSION
AUGUST 10, 2020

A Special Session of the Board of Commissioners of Saginaw County, Michigan, held Monday, August 10, 2020 at 5:00 p.m. with the Honorable Michael A. Webster in the Chair. Deputy Clerk Suzy Koeplinger took roll, quorum present as follows:

PRESENT: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 11*

ABSENT: *None – 0*

TOTAL: *- 11*

Commissioner Ruth gave the invocation and Commissioner Kilpatrick led the Pledge of Allegiance to the Flag.

PETITION



CLERK'S CALL OF SESSION

July 31, 2020

Michael J. Hanley
Saginaw County Clerk
111 S. Michigan Avenue
Saginaw, MI 48602

August 10, 2020
Special Session

Dear Clerk Hanley:

Pursuant to Article II, Section 2.9 (MCLA 46.10) of the 2020 Rules of the Saginaw County Board of Commissioners, the undersigned members of the Board respectfully petition that a Special Meeting of the Board of Commissioners be held **Monday, August 10, 2020 at 5:00 p.m.** via Zoom to consider approval of millage language for inclusion on the November 3, 2020 ballot, and for any other matters brought before the Board. The undersigned affirm the intent of the Board of Commissioners to hold a Special Meeting on this matter.



This meeting is being held consistent with Executive Order No. 2020-154 issued by Governor Gretchen Whitmer titled “Alternative means to conduct government business during the COVID-19 pandemic” to consider the agenda, and for any other matters brought before the committee. Zoom call-in information will be provided on the Agenda.

Respectfully Submitted,

Kathleen K. Dwan, Commissioner	Charles M. Stack, Commissioner
Kirk W. Kilpatrick, Commissioner	Sheldon Matthews, Commissioner
James G. Theisen, Commissioner	Kyle R. Harris, Commissioner
Cheryl M. Hadsall, Commissioner	Dennis H. Krafft, Commissioner
Amos O’Neal, Commissioner	Carl E. Ruth, Vice-Chair
Michael A. Webster, Chairman	



July 31, 2020

TO: SAGINAW COUNTY BOARD OF COMMISSIONERS
RE: Notice of Special Board Session

Honorable Commissioners:

The Saginaw County Board of Commissioners will convene for a Special Session on
Monday, August 10, 2020 at 5:00 p.m. via Zoom

to consider approval of millage language for inclusion on the November 3, 2020 ballot, and for any other matters brought before the Board, as authorized by petition of at least one third (1/3rd) of the members of the Saginaw County Board of Commissioners.

This meeting is being held consistent with Executive Order No. 2020-154 issued by Governor Gretchen Whitmer titled “Alternative means to conduct government business during the COVID-19 pandemic” to consider the agenda.

NOTE: Via Zoom teleconference as follows: **Dial: 1 (312) 626-6799 or 1 (929) 436-2866 US 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. Public comments or questions may be submitted to the Board Office by email at any time prior to the meeting at boc@saginawcounty.com. Comments and questions submitted will be read aloud during the public comment portion of the meeting.

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,
Michael J. Hanley, County Clerk



Posted: 12:00 p.m. on January 15, 2020 by Suzy Koeplinger, Board Coordinator/Deputy Clerk

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.

PUBLIC HEARING

None

AUDIENCES

None

LAUDATORY RESOLUTIONS

None

INITIATORY MOTIONS

None

PETITIONS AND COMMUNICATIONS

None

REPORTS OF COMMITTEES

Budget Audit Committee – D. Krafft, Chair; A. O’Neal, Vice-Chair

4.1) **HEALTH DEPARTMENT**, re: Approval of proposed millage language for November ballot

- ***Krafft moved, seconded by Hadsall, to approve 4.1. After lengthy discussion, the Chairman directed the Clerk to take a roll-call vote on the motion, which carried as follows:***

Yes: Matthews, Theisen, Hadsall, Krafft, O’Neal, Ruth, Stack, and Webster – 8

No: Harris, Dwan, and Kilpatrick – 3

Total: - 11

FROM: BUDGET AUDIT -- 4.1

AUGUST 10, 2020

Your Budget Audit Committee considered a request from Robert Belleman, Controller/CAO, recommending a millage to support the Health Department’s “continued critical service delivery and COVID-19 pandemic response.”

The committee met on August 6, 2020 with Mr. Belleman and Christina Harrington, Health Officer, to discuss the recommendation of a new millage rate of 0.48 mills for the purpose of reinforcing public health infrastructure and restoring capacity; to ensure adequate staffing of public health nurses and experts, data analysis and report, critical technology needs, broader capacity to provide direct services, resource readiness for emergencies, and continued communication with health partners, county leaders, and the public. Discussion was held regarding length of time of the proposed millage to coincide with the November 2020 election and approval of the actual millage rate by the Board of Commissioners on an annual basis within the County Budget.



**SAGINAW COUNTY HEALTH DEPARTMENT
NEW MILLAGE PROPOSAL**

“For the purpose of reinforcing public health infrastructure and restoring capacity; to ensure adequate staffing, data analysis and reporting, critical technology needs, broader capacity to provide direct services, adequate facilities, resource readiness for emergencies, and continued communication with health partners, county leaders, and the public, shall the County of Saginaw increase in the limitation of the total amount of general ad-valorem taxes which may be imposed for all purposes upon all taxable real and personal property in Saginaw County, as authorized by Article 9, Section 6 of the Michigan Constitution of 1963, as amended, and levy up to .48 Mill (\$0.48 per \$1,000) of taxable valuation on such property as finally equalized during the years 2020 – 2029, both inclusive, which if approved and levied in its entirety is estimated to raise \$2,435,478 in the first year?”

We concur and recommend the Board approve the Budget Audit Committee’s recommendation to place the aforementioned millage proposal on the November 2020 ballot; and further, that the proper County officials be directed to submit the ballot language to the Saginaw County Clerk for placement on the November 2020 ballot.

Respectfully Submitted,

BUDGET AUDIT COMMITTEE

Dennis H. Krafft, Chairman
James G. Theisen
Carl E. Ruth

Amos O’Neal
Michael A. Webster

RESOLUTIONS

None

UNFINISHED BUSINESS

None

PROCLAMATIONS

None

APPOINTMENTS

None

ELECTIONS

None



ANNOUNCEMENTS BY THE CHAIR

- Chairman Webster announced a Committee of the Whole scheduled for August 18, 2020 at 4:00 p.m. to review Phases II and III of the Compensation Study.
- Chairman Webster announced the August 25, 2020 Board Session at TheDow Event Center with a prior Committee of the Whole at 4:00 p.m. regarding Prevailing Wage.

COMMISSIONERS' AUDIENCES

None

By Commissioner Harris, seconded by Commissioner Dwan: That the Board adjourn. Carried.
Thereupon, the Board Session adjourned at 5:44 p.m.

Respectfully Submitted,

SAGINAW COUNTY BOARD OF COMMISSIONERS

MICHAEL A. WEBSTER, CHAIRMAN

MICHAEL J. HANLEY, CLERK

Prepared by: Suzy Koeplinger, Board Coordinator/Deputy Clerk



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

AUGUST SESSION 2020

First Day of the August Session of the Board of Commissioners of Saginaw County, Michigan, held Tuesday, August 25, 2020. The Board met at TheDow Event Center – Red Room, 303 Johnson St., Saginaw, MI 48607 at 5:00 p.m. with the Honorable Michael A. Webster in the Chair. Deputy Clerk Suzy Koeplinger took roll, quorum present as follows:

PRESENT: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, Michael A. Webster- 10*

ABSENT: *James G. Theisen- 1*

TOTAL: *- 11*

PUBLIC: Robert Belleman, Dave Gilbert, Koren Thurston, Jennifer Broadfoot, Lt. Mark Pryzbylski, Linda James, John McColgan, Kyle Bostwick, Brian Keenan-Lechel, Brian Wendling, Katie Kelly, Tim Novak, Undersheriff Mike Gomez, Sgt. Herb VanRiper, Deputy Matthew Henry, Deputy Tyler Hall, Bill Stanuszek, Brittany Dougherty, Jack Tany, Connie Sullivan, Mary McLaughlin, Mark Rankin, Trent Boyd, Gregory Willis, Justin Pomerville, Brent Pilarski, Travis Brady, John Canzano, Evan Allardyce

Commissioner Matthews gave the invocation followed by the Pledge of Allegiance to the flag.

APPROVAL OF MINUTES

None

PUBLIC HEARING

- At 5:04 p.m., Chairman Webster opened a public hearing on the proposed Saginaw County 2020/2021 Fiscal Year Budget and property tax millage rate proposed to be levied to support General Government Operations. (*Public Hearing notice attached / See Report 8-25-4.2 / Copy of the proposed Budget was made available to the public at the meeting*) Chairman Webster asked if there was anyone wishing to speak; hearing none, he announced the hearing would remain open.



PUBLIC HEARING

- At 5:04 p.m., Chairman Webster opened a public hearing on the Resolution and Order Modifying Saginaw County’s Annual Match of Local Funds to Support the County Community Mental Health Service Program by amending Section XXIII of Res. E of 1997. Correspondence from Sandra Lindsey, CEO of SCCMHA, titled “SCCMHA Local Match Funding FY 2021” and “SCCMHA Additional Public Statement Proposed Resolution B - Jail Services” was distributed and entered into the record of the Public Hearing. He asked if there was anyone wishing to speak; hearing none, he announced the hearing would remain open.

Public Notice of Regular Board Session

August 14, 2020

TO: SAGINAW COUNTY BOARD OF COMMISSIONERS

RE: Notice of August Board Session

Honorable Commissioners:

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

**Tuesday, August 25, 2020 at 5:00 p.m.
TheDow Event Center – Red Room
303 Johnson St., Saginaw, MI 48607**

*To mitigate the spread of the COVID-19 pandemic, protect the public health, and provide essential protections to Saginaw County residents, the Saginaw County Board of Commissioners will conduct entrance screening on all individuals prior to entry into the Red Room and masks are required. Entrance screening will consist of a temperature check and answering health questions. Masks, gloves and hand sanitizer will be provided. **6’ Social Distancing and use of masks will be strictly enforced.***

This meeting is being held consistent with the Open Meetings Act in order to promote government accountability and fostering openness in government to enhance responsible decision-making.

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. Public comments or questions may be submitted to the Board Office by email at any time prior to the meeting at boc@saginawcounty.com. Comments and questions submitted will be read aloud during the public comment portion of the meeting.

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,
Michael J. Hanley, County Clerk



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.

AUDIENCES

- **Gregory Willis** appeared but did not speak regarding properties foreclosed by County Treasurer and he provided a copy of a News Release from Oakland County to the Board. *(On file)*
- **Justin Pomerville, Local 85 Business Manager**, spoke in opposition to the county's Prevailing Wage policy and addressed a Responsible Contractor Policy that was drawn up by legal counsel.
- **Brent Pilarski, Laborers Local 1098 Business Manager**, spoke about the Responsible Contractor Policy, which creates rules to create best policies, set policies for department heads, smart and fair policies that work with the current county budget and keeps the public trust.
- **Travis Brady** withdrew his appearance.
- **John Canzano** withdrew his appearance.
- **Evan Allardyce, IBEW Local 557**, spoke in favor of Saginaw County adopting the proposed Responsible Contractor language.

LAUDATORY RESOLUTIONS

None

SPECIAL PRESENTATION

Undersheriff Miguel Gomez, along with Sgt. Herb Van Riper, Deputy Matthew Henry and Deputy Tyler Hall, demonstrated various methods used to subdue someone when being taken into custody.

PETITIONS AND COMMUNICATIONS

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

8-25-1 SAGINAW COUNTY CONVENTION & VISITORS BUREAU submitting for approval its FY 2020 Budget.

-- County Services **(8-25-3.1)**

8-25-2 PURCHASING/RISK MANAGER submitting revised County Policy #411 titled "Policy on the Sale of Real and Personal Property" regarding the sale of personal property and/or surplus supplies after determining the fair market value.

-- County Services **(8-25-3.2)**



- 8-25-3 BAY CITY PUBLIC SCHOOLS** submitting revised Form L-4029 detailing the 2020 property tax levies for Bay City Public Schools.
-- County Services (*Receive & File*)
- 8-25-4 MICHIGAN DEPARTMENT OF TREASURY** forwarding the Final State Equalization Report for the 2020 tax year.
-- County Services (*Receive & File*)
- 8-25-5 BIRCH RUN TOWNSHIP** submitting its Annual Tax Increment Financing (TIF) Plan for FY 2020 for the Birch Run Township DDA.
-- County Services (*Receive & File*)
- 8-25-6 REGION VII AREA AGENCY ON AGING** sending notice that applicants eligible for grant funding will be submitting a summary and budget to the County Board of Commissioners.
-- Human Services (*Receive & File*)
- 8-25-7 REGION VII AREA AGENCY ON AGING** submitting its proposed Annual Plan for FY 2021.
-- Human Services (*Receive & File*)
- 8-25-8 COMMUNITY ACTION COMMITTEE** submitting its application to Region VII Area Agency on Aging for funding its Minority Senior Outreach and Advocacy Program in FY 2021.
-- Human Services (*Receive & File*)
- 8-25-9 ASCENSION ST. MARY'S HOSPITAL** submitting its application to Region VII Area Agency on Aging for funding to administer its Guardian Angel Respite & Adult Day Services for FY 2021.
-- Human Services (*Receive & File*)
- 8-25-10 PERSONNEL DIRECTOR** submitting for approval five (5) new County Policies related to an infectious disease outbreak, like COVID-19.
-- Labor Relations (**8-25-5.1**)
- 8-25-11 COMMISSION ON AGING** submitting its Request for Proposal to Region VII Area Agency on Aging to administer its programs in FY 2020/2021.
-- Human Services (*Receive & File*)
- 8-25-12 CONTROLLER/CAO** submitting a Resolution to authorize publishing a Notice of Intent to Issue Bonds in an amount not to exceed \$15 million for TheDow Event Center Capital Improvement projects.
-- Budget/Audit (**8-25-4.3/Res. A**)
- 8-25-13 MOSQUITO ABATEMENT COMMISSION** submitting information on the Saginaw City Schools' interest in Mosquito properties and request to approve FY 2020 and FY 2021 Facility Capital Projects.
-- Budget/Audit (**8-25-4.5**)
- 8-25-14 FRIEND OF THE COURT** requesting a temporary Personnel Control Number (PCN) for a Referee position to begin the new process of custody and parenting time referrals under the FY 2021 FOC Reorganization Plan.
-- Labor Relations (**8-25-5.3**)
- 8-25-15 PROSECUTOR** requesting the use of General Fund fund balance to maintain staffing levels in FY 2021 Budget.
-- Budget/Audit (*Tabled at Committee*)
- 8-25-16 COMMISSION ON AGING** requesting to increase and adjust its FY 2020 Budget due to additional grant funds received to accommodate the needs of the Foster Grandparent Program and CARES Act, and Family First Coronavirus Response Act (FFCRA)
-- Budget/Audit (**8-25-4.4**)



- 8-25-17** **CONTROLLER/CAO** submitting Funding Metrics for the FY 2021 General Fund Budget appropriation to Saginaw Future, Inc.
-- Budget/Audit (*Approved as part of Draft #2 of FY 2021 Budget*)
- 8-25-18** **SHERIFF** submitting for discussion the Law Enforcement Division’s Policies and Procedures regarding Response to Resistance with Appendix (LE-4), Authorized Firearms, Deployment and Training (LE-6) and Deputy Response to Resistance Report form.
-- ~~Courts & Public Safety~~/Executive (*Receive & File*)
- 8-25-19** **TREASURER/CONTROLLER** sending the electronic transactions and voucher payments transmittal form for the month of May 2020.
-- Budget/Audit (**8-25-4.1**)
- 8-25-20** **TREASURER/CONTROLLER** sending the electronic transactions and voucher payments transmittal form for the month of June 2020.
-- Budget/Audit (**8-25-4.1**)
- 8-25-21** **FINANCE DIRECTOR** requesting changes to the Proposed FY 2021 Budget on behalf of Circuit Court and the SCCJCC fund.
-- Budget/Audit (*See 8-25-22*)
- 8-25-22** **CONTROLLER/CAO** submitting a Memo requesting direction in advance of preparation of Draft #2 of the FY 2021 Budget regarding Register of Deeds, Prosecutor, Saginaw Future, MSU Extension, Health Department, Circuit Court, SCCJCC and the Saginaw County Community Mental Health Authority.
-- Budget/Audit (**8-25-4.**)
- 8-25-23** **COMMISSION ON AGING** requesting waiver of the hiring freeze and approval to fill a Caseworker position that works in three separate programs (PCN#238233/238231/238245).
-- Labor Relations (**8-25-5.4**)
- 8-25-24** **PERSONNEL DIRECTOR** submitting the August 2020 Employment Status Report covering statistics for the months of June and July 2020.
-- Labor Relations (*Receive & File*)
- 8-25-25** **HEALTH DEPARTMENT** requesting: (1) Waiver of the hiring freeze and approval to fill the positions of Community Health Improvement Coordinator, WIC Technician, Health Specialist, Custodian, and Hearing Technician (PT); and (2) Approval to extend the contract with Bethany Jacques (retired Computer and Data Analyst) beginning October 1, 2020 - September 30, 2021.
-- Labor Relations (**8-25-5.5/5.6**)
- 8-25-26** **CONTROLLER/CAO** requesting approval for Saginaw County to submit the First Responder Hazard Pay Premiums Program (FRHPPP) application to the Michigan Department of Treasury and to negotiate with the applicable unions a Memorandum of Understanding for the payment of hazard pay.
-- Labor Relations (**8-25-5.7**)
- 8-25-27** **CONTROLLER/CAO** submitting a recommendation in response to the request made by Treasurer Novak at the June 2020 Labor Relations Committee meeting to provide PTO hours to those employees who worked on site less than forty (40) hours per week during the beginning of the COVID-19 pandemic and to amend the 2nd Amended Compensation Plan approved by the Board April 21, 2020.
-- Labor Relations (**8-25-5.2**)



8-25-28 CONTROLLER/CAO submitting for approval the Saginaw County Courthouse & Governmental Center and County Facilities Plan for Re-Establishing Full Operations and Re-Opening to the Public.

-- Executive **(8-25-6.)**

8-25-29 CIVIL/LABOR COUNSEL submitting five (5) Memorandums of Understanding (MOU) related to the First Responder Hazard Pay Premiums Program with UAW, COAM – Sergeants, POAM 312 – Deputies, POAM Non-312 – Corrections, and POAM Command – Lieutenants; and an MOU related to the reduction of hours for District Court employees with TPOAM.

-- Labor Relations **(8-25-5.8)**

8-25-30 RETIREMENT ADMINISTRATOR requesting certification of the Employee and Officer Delegates attending the 2020 Municipal Employee’s Retirement System (MERS) Annual Meeting to be held virtually this year from September 21 - 24, 2020.

-- Labor Relations **(8-25-5.9)**

INITIATORY MOTIONS

None

PUBLIC HEARING

2nd Call

- At 5:46 p.m., Chairman Webster announced the second call of a public hearing on the proposed Saginaw County 2020/2021 Fiscal Year Budget and property tax millage rate proposed to be levied to support General Government Operations. He asked if there as anyone wishing to speak; hearing none, he announced the hearing would remain open.

PUBLIC HEARING

2nd Call

- At 5:46 p.m., Chairman Webster announced the second call of a public hearing on the Resolution and Order Modifying Saginaw County’s Annual Match of Local Funds to Support the County Community Mental Health Service Program by amending Section XXIII of Res. E of 1997. He asked if there was anyone wishing to speak; hearing none, he announced the hearing would remain open.

REPORTS OF COMMITTEES

- Human Services Committee – A. O’Neal, Chair; J. Theisen, Vice-Chair**
None
- Courts and Public Safety Committee – C. Hadsall, Chair; K. Kilpatrick, Vice-Chair**
None
- County Services Committee – C. Stack, Chair; C. Hadsall, Vice-Chair**
 - SAGINAW COUNTY CONVENTION & VISITORS BUREAU**, re: Approval of amended 2020 Budget
 - PURCHASING/RISK MANAGER**, re: Approval of revised County Policy #411 titled “Policy on the Sale of Real and Personal Property”



- **Stack moved, seconded by O’Neal, to approve 3.1 and 3.2 leaving room for exceptions. There were no exceptions and the motion carried.**

FROM: COMMITTEE ON COUNTY SERVICES – 3.1

AUGUST 25, 2020

Your committee considered Communication No. 8-25-1 from Annette Rummel, President/CEO, Saginaw County Convention & Visitors Bureau, requesting approval of the 2020 Saginaw County Convention & Visitors Bureau Budget.

We met with Ms. Rummel via Zoom. After discussion, the committee agreed to approve the revised FY 2020 Budget as submitted, based on the travel industry COVID-19 fiscal impact with the understanding that the dollars budgeted for tourism for economic development will need Board of Commissioners’ approval once a project has been identified and a project budget has been developed. We recommend approval of the revised 2020 budget for Saginaw County Convention & Visitors Bureau with prior approval by the Board of Commissioners for economic development projects as noted above.

Respectfully Submitted,

COMMITTEE ON COUNTY SERVICES

Charles M. Stack, Chair
Kyle R. Harris
Michael A. Webster

Cheryl M. Hadsall, Vice-Chair
Dennis H. Krafft

FROM: COMMITTEE ON COUNTY SERVICES – 3.2

AUGUST 25, 2020

Your committee considered Communication No. 8-25-2 from Kelly Suppes, Purchasing/Risk Manager, submitting revised County Policy #411, titled “Policy on the Sale of Real and Personal Property.”

We met with Ms. Suppes via Zoom, who explained that prior to 2009 the County held an annual auction at the Saginaw County Mosquito Abatement Facility. It was later determined to abandon the auction as vehicles and equipment had to be stored for a period from anywhere between 2-9 months, were in rough condition from sitting idle and then moved just prior to the auction. Since that time, Ms. Suppes has used a variety of selling options, including listing on Craigslist, eBay, GovDeals, Marketplace, etc. to advertise and sell County personal property. The current sales method nets more of a fair market-selling price than the old method. The policy revisions reflect the current sales methods used to dispose/sell County equipment.

We recommend approval of revised County Policy #411, “Policy on the Sale of Real and Personal Property,” as attached.

Respectfully Submitted,

COMMITTEE ON COUNTY SERVICES

Charles M. Stack, Chair
Kyle R. Harris
Michael A. Webster

Cheryl M. Hadsall, Vice-Chair
Dennis H. Krafft

[POLICY STARTS ON NEXT PAGE]



Category: 400
Number: 411

Subject: POLICY ON THE SALE OF REAL AND PERSONAL PROPERTY

1. PURPOSE: The purpose of this Policy is to:
 - 1.1 Formulate a formal written County Policy with respect to the Sale Of Real And Personal Property; and,
 - 1.2 Define and clarify proper procedure to be followed in the event that conditions necessitate The Sale of Real or Personal Property by County officials.
2. AUTHORITY: The Saginaw County Board of Commissioners.
3. APPLICATION: This policy applies to all Elected Offices, Departments and Agencies of Saginaw County.
4. RESPONSIBILITY: The Saginaw County Board of Commissioners hereby authorizes the Saginaw County Controller's Office to implement The Sale of Real or Personal Property that is titled to the County of Saginaw when such sale is proper and appropriate. The Purchasing Division of the Saginaw County Controller's Office will administer this Policy and the sale of such property using the following procedures.
5. DEFINITION(S): NONE
6. POLICY:
 - ~~6.1~~ Sale of Personal Property and/or surplus supplies or equipment shall be sold or otherwise disposed of using the best online option deemed by the Purchasing Division. This will include determining fair market value and listing the personal property using online or auction sites, i.e. Craigslist, EBay, Marketplace, GovDeals, etc. ~~a competitive process. Once annually, or more or less often as required, the Purchasing Division of the Saginaw County Controller's office shall hold a public auction whereby personal property and/or surplus supplies and equipment may be disposed of by accepting the highest proposal offered.~~
 - ~~6.2~~ ~~When it is not feasible to sell or dispose of personal property and/or surplus supplies and equipment through public auction, the Purchasing Division of the Saginaw County Controller's Office is hereby authorized to sell and/or dispose of such equipment and/or supplies using a competitive process as detailed below.~~



- 6.3 The Purchasing Division of the Saginaw County Controller's office is further authorized to sell and/or dispose of real estate ~~using a competitive process~~. Before such process is begun, the Purchasing Division of the Saginaw County Controller's Office will determine the fair market value of such residential and/or commercial real estate by using a professional appraisal firm or the County's Equalization Department. Once a fair market value has been determined, the Purchasing Division of the Saginaw County Controller's Office shall use either of the following procedures to sell and/or dispose of real estate.
- 6.3.1 Use of a Professional Realtor: When the Purchasing Division, in consultation with the Saginaw County Controller, has determined that it is optimal to use a Professional Realtor for sale of real estate, the Purchasing Division will engage the services of a realtor serving the geographical area where the property is located. The Purchasing Division shall negotiate a commissioned rate for the sale and shall authorize the Professional Realtor to market the property for a period not to exceed six (6) months.
- 6.3.1.1 The Purchasing Division of the Saginaw County Controller's Office shall be authorized to accept cash offers that are not lower than twenty (20) percent of the fair market value as determined by the Professional Appraisal Firm. (If the Purchasing Division of the Saginaw County Controller's Office receives an offer which is less than 20% under the fair market value as determined by the Appraisal Firm and believes it is in the best interest of the County to accept such offer, the Saginaw County Controller is authorized to accept such offers.) If the Purchasing Division believes it is in the best interest of the County to accept an offer which is lower than 30% below the fair market value of the property, the Saginaw County Board of Commissioners is hereby authorized to accept such offers.
- 6.3.2 Selling of Real Estate through Competitive Sealed Proposals: In the event that the Purchasing Division of the Saginaw County Controller's Office determines it is appropriate to sell and/or dispose of real estate through competitive sealed proposals, an invitation for proposals shall be issued by the Purchasing Division of the Controller's Office and shall include all contractual terms and conditions applicable to the sale.
- 6.3.2.1 Public Notice: Adequate public notice through ~~a newspaper of general circulation~~ the County website of the invitation to purchase such real estate shall be published in a reasonable time, not less than 14 calendar days prior to the date set forth for the opening of proposals. Public Notice shall state the place, date and time of such proposal opening.



- 6.3.2.2 Proposal Opening: Proposals shall be opened publicly in the presence of one or more witnesses at the time and place designated in the invitations for proposal. The amount of each proposal and such relevant information as deemed appropriate, together with the name and address of each proposer shall be recorded. The record of sealed proposals received shall be open to public inspection.
- 6.3.2.3 Proposal Acceptance: Proposals shall be unconditionally accepted without alteration and correction. Proposals, which do not comply with the criteria set forth in the invitation for proposal, may, at the discretion of the Purchasing Agent, be deemed not qualified proposals. Also, proposals that do not meet or exceed fair market value of the property being sold, as determined by a real estate appraiser, may, at the discretion of the Purchasing Agent, be deemed not qualified proposals.
- 6.3.2.4 Correction or Withdrawal of Proposals: Correction or withdrawal of inadvertently erroneous proposals, before or after proposal opening or cancellation of contracts based on such proposal mistakes may be permitted where appropriate. After proposal opening, no changes in proposal prices or other provisions are allowed.
- 6.3.2.5 Award: Award shall be made to the responsible offerer whose proposal is determined to be the most advantageous to the County of Saginaw.
- 6.3.2.6 Reservation: The County of Saginaw shall reserve the right to accept, reject, or negotiate and amend any proposal submitted with the high proposer, or to accept or reject any proposal received if doing so would be in the best interests of the County of Saginaw, and to waive any irregularities and/or informalities in the proposal process.

6.4 Earnest Money

- 6.4.1 In the sale of real estate through either the use of a professional realtor or the use of competitive sealed proposals, an earnest money deposit shall be required of the successful vendor. The amount of such earnest money deposit shall be determined by the Purchasing Agent in consultation with the Saginaw County Controller.

7. ADMINISTRATIVE PROCEDURES: NONE



8. CONTROLLER/CAO LEGAL COUNSEL REVIEW: The Controller/CAO has determined that this policy as submitted to the Board of Commissioners contains the necessary substance in order to carry out the purpose of 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 Controller/CAO

Approved as to Legal Content:
Saginaw County Civil Counsel

ADOPTED: November 23, 1999

AMENDED: August 25, 2020

4. **Budget Audit Committee – D. Krafft, Chair; A. O’Neal, Vice-Chair**

4.1) **TREASURER/CONTROLLER**, re: Approval of electronic transactions and voucher payments for the months of May and June 2020

- ***Krafft moved, seconded by Ruth, to approve 4.1. Motion carried.***

4.2) **CONTROLLER/CAO**, re: Approval of Draft #2 of FY 2021 Budget

- ***Krafft moved, seconded by Ruth, to lay 4.2 on the table for approval at the September 22, 2020 Board Session, as amended. (Unfinished Business)***

4.3) **CONTROLLER/CAO**, re: Approval to publish Notice of Intent to Issue Limited Tax General Obligation Bonds not to exceed \$15 million for the Dow Event Center

4.4) **COMMISSION ON AGING**, re: Approval to amend its FY 2020 Budget to account for additional in-kind and grant funds received in its Foster Grandparent Program and Home Delivered Meals Program

4.5) **MOSQUITO ABATEMENT**, re: Approval of FY 2020 Capital projects and proposed FY 2021 Capital projects

4.6) **CONTROLLER/CAO**, re: Approval to modify Saginaw County Community Mental Health Authority Resolution E of 1997 via Resolution

- ***Krafft moved, seconded by Ruth, to approve 4.3 through 4.6 leaving room for exceptions. 4.6 was excepted for discussion and the motion carried as to 4.3 – 4.5. After discussion, the motion carried as to 4.6.***



FROM: COMMITTEE ON BUDGET/AUDIT -- 4.1

AUGUST 25, 2020

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>
8-25-19	Electronic Transactions	May 1 – 31, 2020	\$ 6,989,341.94
	Voucher Payments	May 1 – 31, 2020	\$ 8,611,015.46
8-25-20	Electronic Transactions	June 1 – 30, 2020	\$ 9,565,829.26
	Voucher Payments	June 1 – 30, 2020	\$14,797,368.51

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
James G. Theisen
Michael A. Webster

Amos O'Neal, Vice-Chair
Carl E. Ruth

**UNFINISHED BUSINESS AT THE
SEPTEMBER 22, 2020 BOARD SESSION**

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

~~**AUGUST 25, 2020**~~

~~Your Budget/Audit Committee received Communication No. 8-25-22 from Robert V. Belleman, Controller/CAO, submitting requests for action in order to prepare Draft #2 of the recommended Fiscal Year 2021 Budget. Draft #2 of the Budget contains proposed changes to Draft #1, which was submitted in June 2020 with all funds in balance, including those funds that anticipate use of fund balance. Each committee reviewed Draft #1 of the proposed Fiscal Year 2021 Budget and two Committee of the Whole sessions were held July 14, 2020 and July 28, 2020. The Budget was previously distributed to each commissioner and is available for review in the Office of the Board of Commissioners. The Budget/Audit Committee reviewed the Budget as submitted, considered information presented at the Committee of the Whole meetings, considered additional requests from departments, and have made amendments to Draft #1 of the 2021 Budget. The changes contained in Draft #2 of the FY 2021 Budget include:~~

- ~~▪ Approved a request from the Register of Deeds to reinstate PCN #101271 for the position of Office Assistant II (\$79,574), with funding available from an increase in fees for document recording, transfer tax, Monarch subscription fee, and a new "No Touch" fee.~~
- ~~▪ Approved the request from JoAnn Crary, President/CEO, Saginaw Future, Inc., to provide additional funding for Saginaw Future of \$150,000 upon achieving each of the three goals previously identified at the July 28, 2020 Committee of the Whole.~~



- ~~Discussed the request of Christina Harrington for additional General Fund support in the amount of \$816,620; approved a 5% increase in Health Department fees; to relocate the Health Department to a smaller, more functional building with potential savings between \$100,000 and \$200,000; and recommended a Health Department millage be placed on the ballot for the November General Election.~~
- ~~Discussed possible additional future funding sources for the Health Department to include 1) Increase partnerships with local healthcare systems, including, but not limited to, Covenant, St. Mary's, and Great Lakes Bay Health Clinics, and 2) Seek additional financial support from the Michigan Department of Health & Human Services.~~
- ~~Approved the request from Chief Judge Darnell Jackson & Circuit Court Administrator Paula McGlown to amend proposed personnel changes by reinstating PCN #101025 Circuit Court Reporter (swing) (\$109,525); eliminating #PCN 101032 Law Clerk Bailiff (\$109,076) and reduce PCN #101113 Legal Clerk II to part-time and delay filling position until January 1, 2021 (\$63,097).~~
- ~~Approved the request from Kelly Suppes, Purchasing/Risk Manager, to amend SCCJCC Fund Budget due to a decrease in ticket revenue. The effect of this change is a decrease in the County of Saginaw and 9-1-1 Authority contributions to \$100,000 and an increase in the use of reserves in SCCJCC Fund by \$80,000 for FY 2021.~~
- ~~Approved the adjustment of Saginaw County's annual contribution to Saginaw County Community Mental Health Authority, which requires a Public Hearing to amend Resolution "E" as adopted on May 20, 1997 and amended on December 14, 1999. (Refer to Board Report 8-25-20 4.6/Res. "B")~~

~~Resolution A contains the amended total budget for the County including the General Fund. The amended total County Budget for Fiscal 2021 is \$166,563,114 which is a 6.46% percent decrease from the current amended Fiscal 2020 Budget. The amended General Fund Budget for Fiscal 2021 is \$49,192,691 which represents a decrease of \$1,890,638 or 3.70% percent over the current amended Fiscal 2020 Budget. The General Fund budget includes the use of \$1,382,901 in fund balance and will be subject to further expense control to ensure expenditures do not exceed revenues. Resolution A also contains the proposed County millage rates to be levied December 1, 2020 and July 1, 2021, as well as the authorization of the 9-1-1 surcharge to fund operations as set forth in the 2021 Budget.~~

~~Resolution B lists salaries for elected/appointed officials including judges and non-union employees. The salaries of elected/appointed officials have been set by the Saginaw County Board of Commissioners and the salaries of judges have been set by the State Officers Compensation Commission.~~

~~Resolution C sets forth the prioritized Capital Improvement Budget for Fiscal Year 2021, which totals \$16,267,053, a \$1,196,624 decrease over the current amended FY 2020 budget.~~

~~Resolution D sets fees for all departments controlled by the Saginaw County Board of Commissioners, as amended from year to year.~~



~~A public hearing will be held at this day's session to allow comment on the proposed FY 2021 Budget, as amended, and on the proposed millages to be levied in December 2020 and July 2021. Notice was previously published in *The Saginaw News* and copies of the budget material will be made available to the public at the meeting.~~

~~It is the recommendation of your committee that Draft #2 of the Controller's recommended Fiscal Year 2021 Budget containing Budget Resolutions A, B, C and D be laid on the table and scheduled for formal adoption at the September 22, 2020 Board Session.~~

Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair

Amos O'Neal, Vice-Chair

James G. Theisen

Carl E. Ruth

Michael A. Webster

Laid on the table and scheduled for formal adoption at the September 17, 2019 Board Session

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.3

AUGUST 25, 2020

Your Budget/Audit Committee considered Communication No. 8-25-12 from Robert V. Belleman, Controller/CAO, requesting approval to publish a Notice of Intent to Issue Limited Tax General Obligation Bonds in an amount not to exceed Fifteen Million Dollars (\$15,000,000) for the purpose of improvement projects at the Dow Event Center.

We met with the Controller who informed the committee that Saginaw County taxpayers approved an increase millage for the Dow Event Center at the March 2020 election to take effect with the December 2021 levy. With the onset of the COVID-19 pandemic, it is in the interest of the county to take advantage of the closed building to commence some of the capital improvement projects as soon as possible. The increased millage is for the purpose of improvements to the roof, parking ramp, electrical, lighting, elevator, hockey glass and dasher, HVAC, as well as all appurtenance, site work, furnishings, fixtures, and equipment necessary or incidental to these improvements, as well as other capital improvement items as determined by the county.

We recommend approval of the Resolution submitted under the regular order of business to publish the Notice of Intent to Issue Bonds in an amount of not to exceed Fifteen Million Dollars (\$15,000,000) to finance the cost of designing, purchasing, acquiring, constructing, and installing capital improvements at the Dow Event Center.

Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair

Amos O'Neal, Vice-Chair

James G. Theisen

Carl E. Ruth

Michael A. Webster



FROM: COMMITTEE ON BUDGET/AUDIT -- 4.4

AUGUST 25, 2020

Your Budget/Audit Committee considered Communication No. 8-25-16 from Jessica Sargent, Commission on Aging (COA) Director, requesting approval to amend its COA 2020 budget to accommodate the needs of its Foster Grandparent Program, CARES Act and the Family First Coronavirus Response Act (FFCRA).

We met with Ms. Sargent at the Dow Event Center and she explained that additional in-kind donations were received in the Foster Grandparent Program and additional grant funds were accepted through Region VII Area Agency on Aging for service-related funds received from the Family First Coronavirus Response Act (FFCRA) and the CARES Act. The budget adjustments are as follows:

	Description	Fund	Activity	Account	Debit	Credit
1.	FOSTER GRANDPARENT					
	Food In-Kind	238	67235	74799	5,000	
	Physicians Fees In-Kind	238	67235	83699	2,100	
	Local In-Kind Match	238	67235	69999		7,100
2.	HOME DELIVERED MEALS					
	– FFCRA					
	Meal Donations	238	67273	67504	20,000	
	Culinary Supplies – HDM	238	67273	74405		12,000
	Travel – Mileage	238	67273	86104		8,000
	Meal Donations	238	67276	67504		20,000
3.	HOME DELIVERED MEALS					
	– CARES					
	Meal Donations	238	67273	67504	30,000	
	Culinary Supplies – HDM	238	67273	74405		22,800
	Travel – Mileage	238	67273	86104		7,200
	Meal Donations	238	67275	67504		30,000
	Culinary Supplies – HDM	238	67275	74405	22,800	
	Travel – Mileage	238	67272	86104	7,200	

We recommend approval to amend the Commission on Aging FY 2020 Budget as presented.

Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair

James G. Theisen

Michael A. Webster

Amos O’Neal, Vice-Chair

Carl E. Ruth

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.5

AUGUST 25, 2020

Your Budget/Audit Committee considered Communication No. 8-25-13 from William Stanuszek, Director, Mosquito Abatement Commission, requesting approval of FY 2020 capital projects and those proposed in the FY 2021 budget.



We met with Mr. Stanuszek at the Dow Event Center and he informed the committee that Saginaw Public Schools recently expressed an interest in purchasing the Mosquito Control facility property adjacent to the current Saginaw Arts & Sciences Academy (SASA). Due to this unresolved issue, Mr. Stanuszek is requesting the following:

SCMAC would appreciate the Committee’s approval of the following Capital totaling \$314,000, which is to be postponed pending resolution with Schools:

- Movement of \$250,000 for the FY 2020 approved Storage Building into FY 2021 Budget
- Approval of proposed FY 2021 Capital Projects: Concrete Sealant, Electrical Panel Upgrade, and Facility Boiler

With consideration to operational needs and employee safety, Mosquito Control would appreciate the approval of the following facility projects totaling \$136,500 to move forward without delay:

- Approval of existing FY 2020 and proposed FY 2021 repair and reseal funding to maintain existing paved surfaces
- Approval to continue the Fiber project, as our current connectivity solution is inadequate, limiting productivity and basic workflows
- Approval of the following proposed FY 2021 facility projects which improves staff safety, productivity, and compliance: Main building restroom and upstairs renovations (including window replacement), as well as garage facility office AC

We recommend approval of the requests from Mosquito Abatement Commission as noted above.

Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair
James G. Theisen
Michael A. Webster

Amos O’Neal, Vice-Chair
Carl E. Ruth

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.6

AUGUST 25, 2020

Your committee has considered Communication No. 8-25-22 from Robert V. Belleman, Controller/CAO, requesting adjustment of Saginaw County’s annual contribution to the Saginaw County Community Mental Health Authority (SCCMHA) pursuant to Resolution “E” as adopted May 20, 1997 and amended December 14, 1999; to schedule a Public Hearing on the amendment after notice to the SCCMHA Board; and to file the amendment with the Saginaw County Clerk and the Michigan Secretary of State. We met with Mr. Belleman who explained the adjustment of Saginaw County’s annual contribution to SCCMHA pursuant to Resolution “E” and that SCCMHA is aware of the proposed change to this requirement. Sandra Lindsey is working with the County to obtain a meeting with the appropriate State agency to gain clarification on the various Mental Health Code sections relative to the County’s required annual Maintenance of Effort (MOE) contribution. The Controller/CAO Draft FY 2021 Budget reflects the MOE for State of Michigan General Fund contribution to SCCMHA.



We recommend approval to modify Resolution “E” of 1997 via Resolution “B” that appears under the regular order of business.

Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair

James G. Theisen

Michael A. Webster

Amos O’Neal, Vice-Chair

Carl E. Ruth

5. **Labor Relations Committee – K. Kilpatrick, Chair; C. Stack, Vice-Chair**

- 5.1) **PERSONNEL**, re: Approval of five (5) new County Policies related to an infectious disease outbreak, like COVID-19
- 5.2) **TREASURER/CONTROLLER**, re: Approval of recommendation to amend the 2nd Amended Compensation Plan to account for a PTO distribution to employees who worked less than 40 hours between April 13, 2020 through May 1, 2020
- 5.3) **FRIEND OF THE COURT**, re: Approval of a temporary PCN for a Referee position
- 5.4) **COMMISSION ON AGING**, re: Approval to waive the hiring freeze to fill a vacant position of Caseworker
- 5.5) **PUBLIC HEALTH**, re: Approval to waive the hiring freeze to fill the positions of Community Health Improvement Coordinator, WIC Technician, Health Specialist, Custodian, and Hearing Technician (PT).
- 5.6) **PUBLIC HEALTH**, re: Approval to extend the contract with Bethany Jaques from October 1, 2020 – September 30, 2021 due to a delay in the transition project
- 5.7) **CONTROLLER/CAO**, re: Approval to submit the First Responder Hazard Pay Premiums Program (FRHPPP) application to the Michigan Department of Treasury
- 5.8) **CIVIL/LABOR COUNSEL**, re: Approval of five (5) Memorandums of Understanding (MOU) related to the FRHPPP and one (1) MOU with TPOAM related to the reduction of hours for District Court employees
- 5.9) **RETIREMENT ADMINISTRATOR**, re: Approval of Officer Delegate and Employee Delegate to the MERS 2020 Annual Retirement Conference.

- ***Kilpatrick moved, seconded by Matthews, to approve 5.1 through 5.9 leaving room for exceptions. There were no exceptions and the motion carried.***

FROM: COMMITTEE ON LABOR RELATIONS -- 5.1

AUGUST 25, 2020

Your Labor Relations Committee considered Communication No. 8-25-10 from Jennifer Broadfoot, Personnel Director, submitting for approval five (5) new County Policies related to an infectious disease outbreak, like COVID-19.

We met with Ms. Broadfoot via Zoom who explained that the five (5) new County policies relate to:

- Cleaning and Disinfecting Policy
- Symptomatic Employee Policy
- Social Distancing Policy
- Personal Hygiene Policy
- Personal Protective Equipment (PPE) Policy



The policies were developed in connection with Phase II of the County’s plan to re-establish full operations and re-open to the public. The Courts have indicated their local administrative order has been approved by the State Courts Administrative Office incorporates county policies. It is the recommendation of your Labor Relations Subcommittee to approve five (5) new County Policies related to infectious disease outbreak, like COVID-19.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair
Kyle R. Harris
Michael A. Webster

Charles M. Stack, Vice-Chair
Sheldon Matthews

Category: 300
Number: 371

Subject: Cleaning and Disinfecting of Personal Workstations and Office Spaces

1. **PURPOSE:** The purpose of this policy is to establish guidelines for cleaning and disinfecting of personal workstations and office spaces during an infectious disease outbreak.
2. **AUTHORITY:** The Saginaw County Board of Commissioners.
3. **APPLICATION:** The rules and regulations herein set forth apply to all employees paid by Saginaw County, pursuant to Policy #301.
4. **RESPONSIBILITY:** The Controller/CAO of Saginaw County shall be responsible for the implementation of this policy. It shall be the responsibility of Department Heads, and Agencies of Saginaw County to administer this policy.
5. **DEFINITIONS:** NONE
6. **POLICY:**
 - 6.1 County Employees share in the responsibility to keep each other and the public safe during a time of an infectious disease outbreak, as declared by the CDC, Michigan Department of Health and Human Services, or other local public health agency including but not limited to the Saginaw County Health Department.
 - 6.2 Employees will be provided with appropriate disinfectants to clean their workstations and office spaces. Such supplies will be provided by the County. Cleaning and disinfecting supplies will be those recommended by the Environmental Protection Agency (EPA) to address the particular infectious agent(s) that are of concern at that time.



6.3 Employees are discouraged from sharing phones, desks, offices, keyboards, cash registers or any other tools or equipment.

6.3.1 If there is no other option but to share such equipment, it must be disinfected by an employee when they stop using the equipment and prior to another employee beginning to use the equipment.

6.4 Employees are also encouraged to wash their hands frequently, with soap and warm water for at least 20 seconds. Alcohol based hand sanitizers may also be used if soap and water is not available. Hand washing and/or use of hand sanitizer is especially important after handling or touching frequently used items or surfaces and after cleaning.

6.5 Employees are also encouraged to sanitize customer service areas at least twice a day, at a minimum mid-morning and mid-afternoon. This would include all commonly touched items such as pens, clipboards, countertops, chairs, door handles, computer terminals etc.

7. ADMINISTRATIVE PROCEDURES: NONE

8. CONTROLLER/CAO LEGAL COUNSEL REVIEW: The Controller/CAO has determined that this policy as submitted to the Board of Commissioners contains the necessary substance in order to carry out the purpose of 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 Controller/CAO

Approved as to Legal Content:
Saginaw County Civil Counsel

ADOPTED: August 25, 2020

Category: 300

Number: 372

Subject: Symptomatic Employee Policy

1. PURPOSE: The purpose of this policy is to establish guidelines for the appropriate handling of symptomatic employees during an infectious disease outbreak.
2. AUTHORITY: The Saginaw County Board of Commissioners.
3. APPLICATION: The rules and regulations herein set forth apply to all employees paid by Saginaw County, pursuant to Policy #301.



4. RESPONSIBILITY: The Controller/CAO of Saginaw County shall be responsible for the implementation of this policy. It shall be the responsibility of Department Heads, and Agencies of Saginaw County to administer this policy.
5. DEFINITIONS: NONE
6. POLICY:
 - 6.1 County Employees share in the responsibility to keep each other and the public safe and healthy during a time of an infectious disease outbreak, as declared by the CDC, Michigan Department of Health and Human Services, or other local public health agency including but not limited to the Saginaw County Health Department.
 - 6.1.1 Employees who are showing symptoms of an infectious disease prior to coming to work must stay home.
 - 6.1.2 If an employee begins exhibiting symptoms at work, they will be sent home immediately or if it is not believed they can travel safely, placed in an isolated area until someone is able to provide them with appropriate transportation.
 - 6.1.2.1 If a specific infectious disease outbreak is present and the employee is showing symptoms of that disease, the supervisor will provide the employee with information on the disease and returning to work after illness or will provide them with the appropriate contact information to speak with someone who can provide such information.
 - 6.1.3 The Maintenance Department shall be contacted and they will ensure appropriate steps will be taken to clean and disinfect the workspace of that employee and common areas where the employee may have been present. The Maintenance Department will follow the appropriate facility cleaning and disinfection guidelines from the Centers for Disease Control (CDC).
 - 6.1.4 If an employee reports they have a specific infectious disease or have been exposed to a specific infectious disease, the proper protocols as determined by the CDC or appropriate public health agency including, but not limited the Saginaw County Health Department will be followed relating to notification of other employees or members of the public who may have been in contact with that individual. In no case will the sick or exposed employee's identity be revealed.
7. ADMINISTRATIVE PROCEDURES: NONE



8. CONTROLLER/CAO LEGAL COUNSEL REVIEW: The Controller/CAO has determined that this policy as submitted to the Board of Commissioners contains the necessary substance in order to carry out the purpose of 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 Controller/CAO

Approved as to Legal Content:
Saginaw County Civil Counsel

ADOPTED: August 25, 2020

Category: 300
Number: 373

Subject: Social Distancing Policy

1. PURPOSE: The purpose of this policy is to establish guidelines for proper social distancing during an infectious disease outbreak.
2. AUTHORITY: The Saginaw County Board of Commissioners.
3. APPLICATION: The rules and regulations herein set forth apply to all employees paid by Saginaw County, pursuant to Policy #301.
4. RESPONSIBILITY: The Controller/CAO of Saginaw County shall be responsible for the implementation of this policy. It shall be the responsibility of Department Heads, and Agencies of Saginaw County to administer this policy.
5. DEFINITIONS: NONE
6. POLICY:
 - 6.1 County Employees share in the responsibility to keep each other and the public safe during a time of an infectious disease outbreak, as declared by the CDC, Michigan Department of Health and Human Services, or other local public health agency including but not limited to the Saginaw County Health Department.
 - 6.2 County employees will practice social/physical distancing by:
 - 6.2.1 Staying at least 6 feet (about 2 arms' length) from other people.
 - 6.2.2 Not gather in groups.



- 6.2.3 Staying out of crowded places and avoid mass gatherings.
- 6.2.4 Use of videoconferencing or teleconferencing when possible in lieu of in-person site visits or meetings with the public.
- 6.3 The County will:
 - 6.3.1 Increase physical space between employees at the worksite or install barriers to ensure employees limit close contact (stay 6 feet apart.)
 - 6.3.2 Limit the number of people in elevators, bathrooms, meeting spaces, break areas, locker rooms, and other common spaces; and determine if there is a need to rearrange office spaces and environment or layout.
 - 6.3.3 Encourage employees to remain in their assigned work areas as much as possible.
 - 6.3.4 Adjust floor plans to allow for desks to be spread apart. If staff share communal desk areas, staff will be split apart and moved into unused meeting rooms so they can spread out.
 - 6.3.5 Prevent employees from driving together in the same vehicle. If work vehicles are shared by multiple people, the department head should assign each staff member to the same vehicle for tracking purposes in case you need to notify other staff of a possible exposure.
 - 6.3.6 Reconfigure floor space to increase physical space between employees and the public (e.g. reduce the amount of chairs in the waiting areas, use smaller displays, strategically place tables apart, etc.).
 - 6.3.7 Utilize spacing tools for checks and lines (including outdoor lines).
 - 6.3.7.1 For example, put tape on the floor to keep people adequately spaced, or place arrows in the aisle to direct the flow of movement in one direction.
 - 6.3.8 Identify alternate methods to provide services to the public when feasible. These could include:
 - 6.3.8.1 Delivering products/services through curbside pick-up or delivery to prevent patrons from entering including options for electronic payment (e.g., online, over the phone, etc.).
 - 6.3.8.2 Delivering services remotely (e.g. phone, video, or web).



6.3.8.3 Providing services by appointment only to control how many people enter.

6.4 If social distancing cannot be accommodated based on your department's layout, then the number of people in the department shall be limited at one time to ensure enough space is available to social distance.

7. ADMINISTRATIVE PROCEDURES: NONE

8. CONTROLLER/CAO LEGAL COUNSEL REVIEW: The Controller/CAO has determined that this policy as submitted to the Board of Commissioners contains the necessary substance in order to carry out the purpose of 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 Controller/CAO

Approved as to Legal Content:
Saginaw County Civil Counsel

ADOPTED: August 25, 2020

Category: 300
Number: 374

Subject: Personal Hygiene Policy

1. PURPOSE: The purpose of this policy is to establish guidelines for proper personal hygiene during an infectious disease outbreak.
2. AUTHORITY: The Saginaw County Board of Commissioners.
3. APPLICATION: The rules and regulations herein set forth apply to all employees paid by Saginaw County, pursuant to Policy #301.
4. RESPONSIBILITY: The Controller/CAO of Saginaw County shall be responsible for the implementation of this policy. It shall be the responsibility of Department Heads, and Agencies of Saginaw County to administer this policy.
5. DEFINITIONS: NONE



6. POLICY:

6.1 County Employees share in the responsibility to keep each other and the public safe during a time of an infectious disease outbreak, as declared by the CDC, Michigan Department of Health and Human Services, or other local public health agency including but not limited to the Saginaw County Health Department.

6.2 County employees will practice proper personal hygiene as follows:

6.2.1 Employees should wash their hands thoroughly with soap and warm water for at least 20 seconds upon first arriving to work, after using the restroom, before and after eating and frequently throughout the day. If soap and water are not readily available, the employee should use alcohol-based hand sanitizer that is at least 60% alcohol. If hands are visibly dirty, soap and water should be chosen over hand sanitizer. The County will ensure that adequate supplies are maintained.

6.2.2 Using appropriate hand hygiene for worksite visitors including the public and anyone entering the building (ex. IT, deliveries, mail, Maintenance, etc.)

6.2.2.1 Discourage handshaking and encourage the use of other non-contact methods of greeting.

6.3 The County will:

6.3.1 Place hand sanitizer in multiple locations for the public to encourage hand hygiene.

6.3.2 Remove all magazines, books, newspapers, menus or other unnecessary papers that patrons touch.

6.3.3 Provide tissues and no-touch disposal receptacles.

6.3.4 Restrict the public from walking through or entering unnecessary areas within the building and close areas where physical distancing is not practical.

6.3.5 Requiring all entry to the building be made through a single entrance to control who enters.

6.3.5.1 Employees using the back entry will be required to go to security for daily screening protocol/monitoring.

7. ADMINISTRATIVE PROCEDURES: NONE



8. CONTROLLER/CAO LEGAL COUNSEL REVIEW: The Controller/CAO has determined that this policy as submitted to the Board of Commissioners contains the necessary substance in order to carry out the purpose of 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 Controller/CAO

Approved as to Legal Content:
Saginaw County Civil Counsel

ADOPTED: August 25, 2020

Category: 300
Number: 375

Subject: Personal Protective Equipment Policy

1. PURPOSE: The purpose of this policy is to establish guidelines for the use of personal protective equipment (PPE) during an infectious disease outbreak.
2. AUTHORITY: The Saginaw County Board of Commissioners.
3. APPLICATION: The rules and regulations herein set forth apply to all employees paid by Saginaw County, pursuant to Policy #301.
4. RESPONSIBILITY: The Controller/CAO of Saginaw County shall be responsible for the implementation of this policy. It shall be the responsibility of Department Heads, and Agencies of Saginaw County to administer this policy.
5. DEFINITIONS: NONE
6. POLICY:
 - 6.1 County Employees share in the responsibility to keep each other and the public safe during a time of an infectious disease outbreak, as declared by the CDC, Michigan Department of Health and Human Services, or other local public health agency including but not limited to the Saginaw County Health Department.
 - 6.2 The County will provide employees with PPE necessary for their position, as recommended by the Centers for Disease Control (CDC) or other public health agency, including, but limited to, the Saginaw County Health Department to address the infectious disease outbreak that is currently occurring.



6.2.1 PPE may include such items as face coverings, face shields, gloves or other equipment recommended by the CDC or other public health agency. Employees are required to utilize the recommended PPE under the specific terms and conditions required, subject to any medical accommodation request relating to the PPE.

6.2..1.1 An example of a possible medical accommodation would be if an individual was unable to wear a face covering, due to a medical issue such as claustrophobia, they may be allowed to wear a face shield in its place, if that were an acceptable face covering under CDC guidance for the particular infectious agent.

7. ADMINISTRATIVE PROCEDURES: NONE

8. CONTROLLER/CAO LEGAL COUNSEL REVIEW: The Controller/CAO has determined that this policy as submitted to the Board of Commissioners contains the necessary substance in order to carry out the purpose of 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 Controller/CAO

Approved as to Legal Content:
Saginaw County Civil Counsel

ADOPTED: August 25, 2020

FROM: COMMITTEE ON LABOR RELATIONS -- 5.2

AUGUST 25, 2020

Your Labor Relations Committee considered Communication No. 6-16-7 from Timothy Novak, County Treasurer, requesting consideration of a proposal to provide Personal Time Off (PTO) hours, on a pro-rata share based upon a formula, to essential workers who worked less than forty (40) hours per week during the COVID-19 pandemic shutdown and Communication No. 8-25-27 from Robert V. Belleman, Controller/CAO, submitting a recommendation in response to the request made by Treasurer Novak at the June 2020 Labor Relations Committee meeting to provide PTO hours to those employees who worked on-site less than forty (40) hours per week during the beginning of the COVID-19 pandemic and to amend the 2nd Amended Compensation Plan approved by the Board on April 21, 2020.

We met with Mr. Novak and Jennifer Broadfoot, Personnel Director, via Zoom, and the situation was discussed with them and various department heads who all agreed that PTO should be awarded to those who worked less than forty (40) hours per week during the three-week period of April 13, 2020 – May 1, 2020 and did not receive a PTO distribution.

We approve the recommendation of the Controller to amend the 2nd Amended Compensation Plan, in part, by approving the original proposal and allowing for the distribution of 120 PTO hours to cover the April 13, 2020 through May 1, 2020 payroll period, which is three (3) weeks.



Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair
Kyle R. Harris
Michael A. Webster

Charles M. Stack, Vice-Chair
Sheldon Matthews

FROM: COMMITTEE ON LABOR RELATIONS -- 5.3

AUGUST 25, 2020

Your Labor Relations Committee considered Communication No. 8-25-14 from Brittany Dougherty, Friend of the Court (FOC), requesting a temporary Personnel Control Number (PCN) for a Referee position to begin the new process of custody and parenting time referrals under the FY 2021 FOC Reorganization Plan.

We met with Ms. Dougherty via Zoom who explained the FOC custody and Parenting Time Investigator (third party contractor) resigned from her employment during the COVID-19 Courthouse Closure. The anticipated new process for referrals relies on the adoption of this reorganization and action on this portion of reorganization needs to happen as soon as possible to help alleviate some of the backlog of custody and parenting time referrals that have accumulated during the Courthouse Closure.

We recommend approval of a temporary Personnel Control Number for a Referee position in the Friend of the Court under the FY 2021 Reorganization Plan.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair
Kyle R. Harris
Michael A. Webster

Charles M. Stack, Vice-Chair
Sheldon Matthews

FROM: COMMITTEE ON LABOR RELATIONS -- 5.4

AUGUST 25, 2020

Your Labor Relations Committee considered Communication No. 8-25-23 from Jessica Sargent, Commission on Aging Director, requesting waiver of the hiring freeze and approval to fill a Caseworker position that works in three separate programs (PCN #'s 238233/238231/238245).

We met with Ms. Sargent via Zoom and she explained that this Caseworker position is vacant due to a resignation and this position works in three (3) very important programs including:

- 1. Case Coordination & Support**
- 2. Caregiver Training**
- 3. In-Home Support Services**

This position is budgeted at \$83,854 and includes all wages and fringes. There is sufficient funding in the FY 2021 budget to support the position.

We recommend approval to waive the hiring freeze and fill the vacant Caseworker position using PCN #'s 238233/238231/238245.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair
Kyle R. Harris
Michael A. Webster

Charles M. Stack, Vice-Chair
Sheldon Matthews



FROM: COMMITTEE ON LABOR RELATIONS -- 5.5

AUGUST 25, 2020

Your Labor Relations Committee considered Communication No. 8-25-25 from Christina Harrington, Health Officer, requesting waiver of the hiring freeze and approval to fill the positions of Community Health Improvement Coordinator, WIC Technician, Health Specialist, Custodian, and Hearing Technician (PT).

We spoke with Ms. Harrington via Zoom who explained the positions are vacant due to staff resignations. The Hearing Technician and the Health Specialist positions are fully funded by the Michigan Department of Health and Human Services (MDHHS), which fulfills its contractual obligation to provide mandated services for the department. The WIC Technician is fully funded by MDHHS and provides breastfeeding support to the women, infant, and children program. The Community Health Improvement Coordinator position is partially funded by six (6) other community agencies to support health improvement planning for all of Saginaw County and serves as a critical public health infrastructure position for the department. We recommend approval to waive the hiring freeze to fill the positions as stated above.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair
Kyle R. Harris
Michael A. Webster

Charles M. Stack, Vice-Chair
Sheldon Matthews

FROM: COMMITTEE ON LABOR RELATIONS -- 5.6

AUGUST 25, 2020

Your Labor Relations Committee considered Communication No. 8-25-25 from Christina Harrington, Health Officer, requesting approval to extend the contract with Bethany Jacques (retired Computer and Data Analyst) beginning October 1, 2020 – September 30, 2021.

We spoke with Ms. Harrington via Zoom who explained Bethany Jacques is currently under contract. She is providing consultative services to assist the department in selecting a new electronic health record system. The transition project was put on hold during the COVID-19 pandemic in which Bethany has not been able to provide technical assistance.

We recommend approval to extend the contract with Bethany Jacques from October 1, 2020 – September 30, 2021.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair
Kyle R. Harris
Michael A. Webster

Charles M. Stack, Vice-Chair
Sheldon Matthews

FROM: COMMITTEE ON LABOR RELATIONS -- 5.7

AUGUST 25, 2020

Your Labor Relations Committee considered Communication No. 8-25-26 from Robert Belleman, Controller/CAO and Koren Thurston, Finance Director, requesting approval for Saginaw County to submit the First Responder Hazard Pay Premiums Program (FRHPPP) application to the Michigan Department of Treasury and to negotiate with the applicable unions a Memorandum of Understanding for the payment of hazard pay.



We met with Ms. Thurston via Zoom and she explained that the First Responder Hazard Pay Premium Program would reimburse the County for paying \$1,000 hazard premium pay to eligible law enforcement officers, corrections officers, and support staff. The Hazard Pay Premium Program limitation is \$1,000 per eligible employee and \$5 million per applicant. This funding is being made available under the Coronavirus Aid, Relief, and Economic Security (CARES) Act, Public Law 116-136.

We recommend approval for Saginaw County to submit the First Responder Hazard Pay Premiums Program application to the Michigan Department of Treasury and to negotiate with applicable unions a Memorandum of Understanding for the payment of hazard pay.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair
Kyle R. Harris
Michael A. Webster

Charles M. Stack, Vice-Chair
Sheldon Matthews

FROM: COMMITTEE ON LABOR RELATIONS -- 5.8

AUGUST 25, 2020

Your Labor Relations Committee considered Communication No. 8-25-29 from Dave Gilbert, Civil/Labor Counsel, submitting five (5) Memorandums of Understanding (MOU) related to the First Responder Hazard Pay Premiums Program with UAW, COAM – Sergeants, POAM 312 – Deputies, POAM Non-312 – Corrections, and POAM Command – Lieutenants; and an MOU related to the reduction of hours for District Court employees with TPOAM.

We met with Mr. Gilbert via Zoom who explained that, should the County qualify for hazard pay reimbursement through the First Responder Hazard Pay Premiums Program, MOUs that modify the Collective Bargaining Agreements of those affected are necessary.

We recommend approval of the five (5) Memorandums of Understanding with UAW, COAM – Sergeants, POAM 312 – Deputies, POAM Non -312 – Corrections, and POAM Command – Lieutenants related to First Responder Hazard Pay Premiums Program; and an MOU related to the reduction of hours for District Court employees with TPOAM.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair
Kyle R. Harris
Michael A. Webster

Charles M. Stack, Vice-Chair
Sheldon Matthews

FROM: COMMITTEE ON LABOR RELATIONS -- 5.9

AUGUST 25, 2020

The Municipal Employees' Retirement System (MERS) of Michigan 2020 Annual Meeting of participating municipalities will be held virtually this year from September 21, 2020 to September 24, 2020. In accordance with the provisions of Act 427, P.A. 1984, the Michigan Employees Retirement Act, the governing body of each participating municipality must certify to the MERS Board an officer and employee delegate to represent them at the meeting.

The officer delegate is selected by the governing body of the participating municipality. The employee delegate is elected by employee members of the Retirement System. In Communication No. 8-25-30, Amy J. Deford, Retirement Administrator, reports that Janet Swidorski, District Court, was elected as the employee delegate and Kristina Rubis was selected as the officer delegate.



It is the recommendation of your Labor Relations Committee that Kristina Rubis be appointed as the Officer Delegate and Janet Swidorski as the Employee Delegate; further, that the proper County officials certify the delegates to represent Saginaw County at the MERS Annual Retirement Conference with expenses paid by the Retirement Fund.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair
Kyle R. Harris
Michael A. Webster

Charles M. Stack, Vice-Chair
Sheldon Matthews

6. **Executive Committee – M. Webster, Chair**

6.1) **CONTROLLER/CAO**, re: Approval of Saginaw County Courthouse & Governmental Center and County Facilities Plan for Re-Establishing Full Operations and Re-Opening to the Public

- ***Krafft moved, seconded by Ruth, to approve 6.1. Motion carried.***

FROM: EXECUTIVE COMMITTEE -- 6.1

AUGUST 25, 2020

Your Executive Committee considered Communication No. 8-25-28 from Robert V. Belleman, Controller/CAO, submitting for approval the Saginaw County Courthouse & Governmental Center and County Facilities Plan for Re-Establishing Full Operations and Re-Opening to the Public (County Re-Opening Plan).

We met with Christina Harrington, Health Officer, and Lt. Mark Przybylski, Emergency Manager, who explained that they, along with Robert Belleman and Michael Webster, Chairman of the Board of Commissioners, prepared the County's Re-Opening Plan in accordance with CDC Guidelines, MI Safe Start Plan, and MIOSHA regulations. The five (5) phases include:

- **Phase 1: Limited Operations, Remote Work, "Stay Home. Stay Safe."**
- **Phase 2: Return of Some Employees, Limited Public Access**
- **Phase 3: Employees Working in Office, Increase Public Access**
- **Phase 4: All Employees Working in Office, Open to Public**
- **Phase 5: Return to Normal Operations (Post Pandemic)**

The County Re-Opening Plan is currently in Phase 3. The State of Michigan, under the MI Safe Start Plan, has our Region in Phase 4, which is "Improving."

The County Re-Opening Plan provides guidance to elected officials, judges, department heads and employees on new protocols including, but not limited to: wearing of face coverings, social distancing, and enhanced cleaning procedures. The County of Saginaw and Saginaw County Courts Joint Security Committee reviewed and discussed the Plan via Zoom. The Security Committee approved the County Re-Opening Plan.

It is the recommendation of your committee to approve the Saginaw County Courthouse & Governmental Center and County Facilities Plan for Re-Establishing Full Operations and Re-Opening to the Public, as on file in the County Controller's Office.



Respectfully Submitted,
EXECUTIVE COMMITTEE

Michael A. Webster, Chairman
Cheryl M. Hadsall
Dennis H. Krafft

Amos O’Neal
Charles M. Stack

7. **Airport Committee – D. Krafft, Chair**

7.1) **AIRPORT MANAGER**, re: Approval of new card reader system at self-serve fuel station

- ***Krafft moved, seconded by Matthews, to approve 7.1. Motion carried.***

AIRPORT COMMITTEE – 7.1

AUGUST 25, 2020

Your Airport Committee considered a communication from Alan Kaufman, Airport Manager, Harry W. Browne Airport, requesting approval to replace the credit card reader system used to purchase fuel at the airport’s self-serve fuel station.

The committee met in January 2020 and discussed this matter with Mr. Kaufman, who informed the commissioners that the Federal government requires Personal Credit Information (PCI) compliance prior to October 2020. The old reader does not read chip-based credit cards and is not PCI-compliant. QT Technologies is the approved company providing the new equipment in the amount of \$22,000. It is one of the few in the country to provide aircraft refueling systems, and Harry Browne Airport has been using this company for the past 20+ years without issues. There was support among the Airport Commissioners and County administration to use fund balance for this purchase.

It is the recommendation of your committee to approve the replacement of the credit card reader system at Harry Browne Airport and to contract with QT Technologies for the purchase and installation of same.

Respectfully Submitted,
AIRPORT COMMITTEE

Dennis H. Krafft, Chair
Amos O’Neal
Sheldon Matthews

8. **Legislative Committee – J. Theisen, Chair; A. O’Neal, Vice-Chair**

None

9. **Intergovernmental Cooperation Committee – J. Theisen, Chair; C. Stack, Vice-Chair**

None

10. **Committee Compensation**

8-25-20.1) June 14, 2020 – June 27, 2020
8-25-20.2) June 28, 2020 – July 11, 2020
8-25-20.3) July 12, 2020 – July 25, 2020
8-25-20.4) July 26, 2020 – August 8, 2020



- Hadsall moved, seconded by Stack, to approve 8-25-20.1, 8-25-20.2, 8-25-20.3 and 8-25-20.4 leaving room for exceptions. There were no exceptions and the motion carried.

COMMITTEE COMPENSATION - 8.25.20.1

August 25, 2020

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held June 14 - June 27, 2020.

COVID-19 - Governor Whitmer issued Stay Home. Stay Safe. Save Lives. Executive Order 2020-70 & Executive Order 2020-75 - Temporary authorization of remote participation in public meetings and hearings and temporary relief from monthly meeting requirements for school boards.

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	06/16/20	Board Session via Zoom Dwan, Hadsall, Harris, Kilpatrick, Krafft, Matthews, O'Neal, Ruth, Stack, Theisen, Webster	11 Present	\$550.00	11
2	06/17/20	Castle Museum Board (Held outside)	Hadsall	\$50.00	1
3	06/17/20	Saginaw Valley Zoological Society via GoToMeeting	Matthews	\$50.00	1
			O'Neal	\$50.00	1
4	06/18/20	Community Action Committee via Conf. Call	Stack	\$50.00	1
5	06/22/20	MAC Health & Human Services	O'Neal	\$50.00	1
6	06/24/20	GLB Regional CVB	O'Neal	\$50.00	1
7	06/25/20	Commission on Aging via Zoom	Stack	\$50.00	1
8	06/25/20	SSEE7 Meeting	Webster	\$50.00	1
9	06/25/20	Brownfield Redevelopment Authority	Stack	\$25.00	1
10	06/25/20	City/County/School Liaison Committee	Webster	\$25.00	1
			Dwan	\$50.00	1
TOTAL				\$1,050.00	22

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (6-26-20)

COMMITTEE COMPENSATION - 8.25.20.2

August 25, 2020

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held June 28 - July 11, 2020.

COVID-19 - Governor Whitmer issued Stay Home. Stay Safe. Save Lives. Executive Order 2020-70 & Executive Order 2020-75 - Temporary authorization of remote participation in public meetings and hearings and temporary relief from monthly meeting requirements for school boards.

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	6-28-20 thru 7-4-20	No entries		\$0.00	0



2	7-5-20 thru 7-11-20 - No entries	\$0.00	0
	TOTAL	\$0.00	0

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (7-10-20)

COMMITTEE COMPENSATION - 8.25.20.3

August 25, 2020

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held July 12 - July 25, 2020

COVID-19 - Governor Whitmer issued Stay Home. Stay Safe. Save Lives. Executive Order 2020-70 & Executive Order 2020-75 - Temporary authorization of remote participation in public meetings and hearings and temporary relief from monthly meeting requirements for school boards.

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	07/14/20	Committee of the Whole Re: Budget Dwan, Hadsall, Kilpatrick, Krafft, Matthews, O'Neal, Ruth, Stack, Theisen, Webster <i>Absent: Harris</i>	10 Present	\$500.00	10
2	07/16/20	SMATS	Stack	\$50.00	1
		TOTAL		\$550.00	11

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (7-24-20)

COMMITTEE COMPENSATION - 8.25.20.4

August 25, 2020

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held July 26 - August 8, 2020.

COVID-19 - Governor Whitmer issued Stay Home. Stay Safe. Save Lives. Executive Order 2020-70 & Executive Order 2020-75 - Temporary authorization of remote participation in public meetings and hearings and temporary relief from monthly meeting requirements for school boards.

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	07/28/20	Committee of the Whole-re: Self-Funded Insurance Dwan, Hadsall, Harris, Krafft, Matthews, O'Neal, Ruth, Stack, Theisen, Webster <i>Absent: Kilpatrick</i>	10 Present	\$500.00	10
2	08/03/20	Human Services Committee	Theisen Matthews Ruth Webster	\$50.00 \$50.00 \$50.00 \$50.00	1 1 1 1
3	08/04/20	9-1-1 Authority Board	Matthews Theisen	\$50.00 \$50.00	1 1



4	08/05/20	County Services Committee	Stack	\$50.00	1
			Hadsall	\$50.00	1
			Harris	\$50.00	1
			Krafft	\$50.00	1
			Webster	\$50.00	1
5	08/06/20	Budget/Audit Committee	Krafft	\$50.00	1
			O'Neal	\$50.00	1
			Ruth	\$50.00	1
			Webster	\$50.00	1
			TOTAL	\$1,250.00	25

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (8-7-20)

PUBLIC HEARING

3rd Call – Closing

- At 6:05 p.m., Chairman Webster announced the third and final call of a public hearing on the proposed Saginaw County 2020/2021 Fiscal Year Budget and property tax millage rate proposed to be levied to support General Government Operations. He asked if there was anyone wishing to speak; hearing none, he announced the public hearing closed at 6:05 p.m.

PUBLIC HEARING

3rd Call – Closing

- At 6:05 p.m., Chairman Webster announced the third and final call of a public hearing on the Resolution and Order Modifying Saginaw County’s Annual Match of Local Funds to Support the County Community Mental Health Service Program by amending Section XXIII of Res. E of 1997. He asked if there was anyone wishing to speak; hearing none, he announced the public hearing closed at 6:05 p.m.

RESOLUTIONS

RESOLUTION “A”

Resolution to Purchase, Acquire and Construct Capital Improvements and to Publish Notice of Intent to Issue Bonds

At a regular meeting of the Board of Commissioners of the County of Saginaw, State of Michigan held at Saginaw, Michigan on the 25th day of August, 2020.

PRESENT: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, and Michael A. Webster*
– 10

ABSENT: *James G. Theisen* – 1



Commissioner Krafft offered the following resolution and moved for adoption. The motion was seconded by Commissioner Ruth.

WHEREAS, the County of Saginaw (the “County”) proposes to issue its tax-exempt bonds in one or more series (collectively, the “Bonds”) to finance the cost of designing, purchasing, acquiring, constructing and installing capital improvement items, including, but not limited to, the design, acquisition and construction of improvements to the Dow Event Center, including without limitation, roof improvements, parking ramp improvements, electrical improvements, lighting improvements, elevator improvements, hockey glass and dasher improvements, ice slab/piping and refrigeration improvements, restroom improvements, RTU HVAC improvements, as well as all appurtenances, site work, improvements, furnishings, fixtures, and equipment necessary or incidental to these improvements, as well as other capital improvement items as determined by the County (the Project); and,

WHEREAS, it is anticipated that the County will advance all or a portion of the costs of the Project prior to the issuance of the Bonds, such advance to be repaid from proceeds of the Bonds upon the issuance thereof; and,

WHEREAS, Section 1.150-2 of the Treasury Regulations on Income Tax (the “Reimbursement Regulations”) specifies conditions under which a reimbursement allocation may be treated as an expenditure of bond proceeds, and the County intends by this resolution to qualify amounts advanced by the County to the Project for reimbursement from proceeds of the Bonds in accordance with the requirements of the Reimbursement Regulations.

NOW, THEREFORE, BE IT RESOLVED that: The County hereby declares its official intent to issue its limited tax general obligation bonds in one or more series in the aggregate principal amount of not to exceed \$15,000,000 (the “Bonds”) to finance all or part of the cost of the Project. The County hereby declares that it reasonably expects to seek reimbursement for its advances to the Project as anticipated by this resolution. The bonds shall be authorized by proper proceedings subsequent to this resolution.

1. The County Clerk is hereby instructed to publish the notice attached hereto once in a newspaper of general circulation in the County of Saginaw, which notice shall not be less than ¼ page in size in such newspaper.
2. The firm of Dickinson Wright PLLC is employed as bond counsel to the County with respect to the Bonds and Robert W. Baird & Co. Incorporated is hereby appointed as underwriter in connection with the issuance of the bonds.
3. All resolutions and parts of resolutions insofar as they may be in conflict herewith are hereby rescinded.



that the ability of the County to raise such moneys is subject to applicable constitutional and statutory limitations on the taxing power of the County.

RIGHT TO PETITION FOR REFERENDUM

This notice is given, by order of the Board of Commissioners of the County, to and for the benefit of the electors of the County in order to inform them of their right to petition for a referendum upon the question of the issuance of the aforesaid bonds. The bonds will be issued, without submitting such a question to a vote of the electors, unless within 45 days after the date of publication of this notice a petition requesting a referendum upon such question, signed by not less than 10% or 15,000 of the registered electors residing within the County, whichever is the lesser, shall have been filed with the undersigned County Clerk. In the event that such a petition is filed, the bonds will not be issued unless and until the issuance thereof shall have been approved by the vote of a majority of the electors of the County qualified to vote and voting thereon at a general or special election.

FURTHER INFORMATION

Further information relative to the issuance of said bonds, the improvements to be financed by proceeds of the bonds and the subject matter of this notice may be secured at the office of the County Clerk of the County of Saginaw, 111 South Michigan Avenue, Saginaw, Michigan 48602.

This notice is given pursuant to the provisions of Act 34, Public Acts of Michigan, 2001, as amended.

Michael J. Hanley, Clerk
County of Saginaw

**RESOLUTION “B”
BOARD OF COMMISSIONERS
COUNTY OF SAGINAW**

**Resolution and Order Modifying Saginaw County Community
Mental Health Authority Annual Contribution by Amending
Section XXIII of Res. E of 1997**

At a regular meeting of the Board of Commissioners of the County of Saginaw, State of Michigan held at Saginaw, Michigan on the 25th day of August, 2020.

PRESENT: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, and Michael A. Webster*
– 10

ABSENT: *James G. Theisen* – 1

Commissioner Krafft offered the following resolution and moved for adoption. The motion was seconded by Commissioner O’Neal.



This third amendment, dated August 25, 2020 (Third Amendment (2020)), to the Resolution creating the Saginaw County Mental Health Authority (Authority), designated Resolution ‘E’ (Resolution ‘E’), by the Saginaw County Board of Commissioners (County).

WHEREAS, so called Resolution ‘E’ creating the Saginaw County Mental Health Authority was initially approved May 20, 1997, and subsequently amended (and re-approved in its entirety by the Saginaw County Board of Commissioners on December 14, 1999); and,

WHEREAS, pursuant to the Section XVII of Resolution ‘E’ as re-approved December 14, 1999, Resolution ‘E’ may be amended by the County following notice and hearing, with the approved amendment to be subsequently filed with the Saginaw County Clerk and the Michigan Secretary of State; and,

WHEREAS, the County desires to amend Section XXIII of Resolution ‘E’ titled COUNTY ANNUAL LOCAL MATCH as indicated on Attachment A.

WHEREAS, the County, having duly noticed and held a public hearing, after notice to the Authority Board.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Saginaw County, Michigan, that Resolution ‘E’, originally approved May 20, 1997, and modified and re-approved December 14, 1999, is hereby amended by the changes noted in Attachment A.

BE IT FURTHER RESOLVED that the portions of Resolution ‘E’, except for those in conflict with Attachment A, be and hereby are ratified and re-affirmed in its entirety.

The effective date of this resolution shall be the later date of filing with the Saginaw County Clerk and the Michigan Secretary of State.

Yeas: Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, and Michael A. Webster - 10

Absent: James G. Theisen - 1

Nays: - 0

TOTAL: - 11

STATE OF MICHIGAN)
)ss
COUNTY OF SAGINAW)

I, the undersigned, the duly qualified and acting Clerk of the County of Saginaw, State of Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a regular meeting of the Board of Commissioners of said County, held on the 25th day of August, 2020, the original of which is on file in the Board Office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended.



IN WITNESS WHEREOF, I have hereunto affixed my official signature this 25th day of August, 2020.

Michael J. Hanley, County Clerk
County of Saginaw

ATTACHMENT A
August 25, 2020

XXIII COUNTY ANNUAL LOCAL MATCH – As long as the code requires an annual match of local funds to support a county community mental health services program, the County Board shall include in its annual budget a single allocation to the Authority. The annual appropriation shall equal ten (10%) percent net cost of any service that is provided by the department, directly or by contract, to a resident of that county pursuant to MCL 330.1302(1) but shall not exceed the net amount of funds provided by the County in Fiscal Year 1994/95 or in County Fiscal Year 1996/97, whichever is greater. The Fiscal Year 1994/95 calculation of the net appropriation for the Mental Health Department includes the General Fund gross expenditures of \$1,383,481 minus \$429,220 returned from the appropriation as unspent, leaving a net General Fund appropriation of \$954,261. Also, the Saginaw County General Fund earned interest of \$521,642 during this period, which in essence, meant that the County appropriated a net of \$432,619 for Fiscal Year 1994/95. The Fiscal Year 1997/98 county appropriation shall be \$954,261 as adjusted by the actual audit figure from Fiscal Year 1996/97 for the Mental Health Fund computed by subtracting the unspent funds from the gross appropriation [Note: which was determined to be \$1,050,303]. Payment to the Authority by the County will be made by the fifteenth (15th) day of the first month for the entire quarter in advance.

UNFINISHED BUSINESS

None

PROCLAMATIONS

None

ELECTIONS

None

APPOINTMENTS

None

COMMISSIONER AUDIENCES

- ✓ Commissioner Dwan commented that the people who signed up to speak at the Board Session appeared in opposition to the subject matter of the Closed Session held prior to this meeting and she found that to be strange.



CHAIR ANNOUNCEMENTS

- Chairman Webster acknowledged the Census 2020 efforts being made by Saginaw County, specifically Commissioner Sheldon Matthews of District #4 who has worked to bring in over \$5 million in benefits for our county.

By Commissioner Harris, seconded by Commissioner O’Neal: That the Board adjourn. Motion carried. Thereupon, the Board adjourned at 6:12 p.m.

Respectfully Submitted,

SAGINAW COUNTY BOARD OF COMMISSIONERS

MICHAEL A. WEBSTER, CHAIRMAN

MICHAEL J. HANLEY, CLERK

Prepared by: Suzy Koeplinger, Deputy County Clerk



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

SEPTEMBER SESSION 2020

First Day of the September Session of the Board of Commissioners of Saginaw County, Michigan, held Tuesday, September 22, 2020. The Board met at TheDow Event Center – Red Room, 303 Johnson St., Saginaw, MI 48607 at 5:00 p.m. with the Honorable Michael A. Webster in the Chair. Deputy Clerk Suzy Koeplinger took roll, quorum present as follows:

PRESENT: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster- 11*

ABSENT: - 0

TOTAL: - 11

PUBLIC: Robert Belleman, Dave Gilbert, Koren Thurston, John McColgan, Blair Stevenson, Christi Lopez, Trent Boyd, Kyle Bostwick, Norm Bamberger, Lee Ann Peterson, Brian Keenan-Lechel, Isaac Blackmon, Clerk Mike Hanley, Sheriff Bill Federspiel, Undersheriff Mike Gomez, Bill Stanuszek, Jack Tany, Mark Rankin, Jean Schluckebier, Jessica Sargent, Christina Harrington, Kylie Kienitz, Christi Kienitz, Josh Brown, Cindy Louchart, *MLive*

Commissioner Ruth gave the invocation followed by the Pledge of Allegiance to the flag.

Public Notice of Regular Board Session

September 10, 2020

TO: SAGINAW COUNTY BOARD OF COMMISSIONERS

RE: Notice of September Board Session

Honorable Commissioners:



The Saginaw County Board of Commissioners will convene for its Regular Session on
Tuesday, September 22, 2020 at 5:00 p.m.

**TheDow Event Center – Red Room
303 Johnson St., Saginaw, MI 48607**

*To mitigate the spread of the COVID-19 pandemic, protect the public health, and provide essential protections to Saginaw County residents, the Saginaw County Board of Commissioners will conduct entrance screening on all individuals prior to entry into the Red Room and masks are required. Entrance screening will consist of a temperature check and answering health questions. Masks, gloves and hand sanitizer will be provided. **6' Social Distancing and use of masks will be strictly enforced.***

This meeting is being held consistent with the Open Meetings Act in order to promote government accountability and fostering openness in government to enhance responsible decision-making.

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. Public comments or questions may be submitted to the Board Office by email at any time prior to the meeting at boc@saginawcounty.com. Comments and questions submitted will be read aloud during the public comment portion of the meeting.

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,
Michael J. Hanley, County Clerk

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 Hadsall moved, seconded by Commissioner Stack, to approve the June 16, 2020 Regular Meeting Minutes, the August 10, 2020 Special Meeting Minutes, and the August 25, 2020 Regular Meeting Minutes. Motion carried.

FOIA APPEAL

The Chairman announced that County Civil Counsel recommended the Board issue written notice to Lisa Ann Perreault regarding her Freedom of Information Act (FOIA) Appeal, upholding the partial disclosure denial and asked for a motion. ***Commissioner Ruth moved, seconded by Commissioner Hadsall, to approve upholding the partial disclosure denial regarding FOIA request made by Lisa Ann Perreault. Motion carried.***



AUDIENCES

- **Undersheriff Mike Gomez** informed commissioners and the audience that, due to COVID restrictions, the annual Trunk or Treat event hosted by the Sheriff’s Office will be held this year as a drive-thru event in the parking lot of Arthur Hill High School on Sunday, October 25, 2020 from 2:00 p.m. – 4:00 p.m. Those who attend should enter from Mackinaw and exit onto Passolt.
- **Brian Keenan-Lechel, Parks & Recreation Director**, informed commissioners of the increases in health care rates that employees would have to pay in 2021. He urged commissioners to approve Phases II and III of the Compensation Study to ensure fairness in compensation between managers and staff and to implement as soon as possible.
- **Prosecutor John McColgan** provided commissioners with information on the increased revenue and cuts he and his staff are willing to make to reinstate funding to his office for three (3) administrative positions that are slated for elimination in the FY 2021 Budget.

LAUDATORY RESOLUTIONS

None

PETITIONS AND COMMUNICATIONS

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

9-22-1 GREAT LAKES BAY HEALTH CENTERS requesting placement on the Human Services Committee agenda to give an update on its COVID response work and present information on future Virtual Together events.

-- Human Services (*Receive & File*)

9-22-2 MSU EXTENSION requesting placement on the Human Services Committee, Budget/Audit Committee, and Executive Committee agendas to discuss funding of MSU Extension during the preparation and anticipation of a millage request on the August 2022 ballot.

-- Human Services / Budget/Audit / Executive (*No action*)

9-22-3 HEALTH DEPARTMENT submitting for approval (1) a proposed Resolution to Declare Racism as a Public Health Crisis and (2) a request to amend Chapter IV, Sec. 6.2 (2) of the Saginaw County Environmental Health Code pertaining to septic size and elevation for multi-family and nonresidential septic systems.

-- Human Services (*Both requests tabled by Committee*)

9-22-4 SHERIFF requesting placement on the Courts & Public Safety Committee agenda as an informational item and waiver of the hiring freeze to fill two (2) Deputy positions and two (2) Corrections positions.

-- Courts & Public Safety (*Informational*) / Labor Relations (**9-22-5.2**)



- 9-22-5 SAGINAW CHARTER TOWNSHIP** sending notice that the State Street Corridor Improvement Authority (CIA) held an informational meeting for the benefit of taxing jurisdictions subject to tax capture on Tuesday, August 11, 2020 and has scheduled a second meeting for October 6, 2020.
-- County Services (*Receive & File*)
- 9-22-6 GREENFELDER LAW OFFICE** submitting a Petition for Change of Boundaries requesting approval of a Resolution to detach the property known as 15415 McKeighan Road, Chesaning, Michigan 48616 owned by Brenda Tithof from the Village of Chesaning.
-- County Services (*Tabled by Committee*)
- 9-22-7 COMMISSIONER KATHY DWAN** submitting for approval amended County Policy #241 titled “Purchasing Policy” with all references to “prevailing wage” deleted.
-- County Services (*No action*)
- 9-22-8 CITY OF SAGINAW** sending notice of a Public Hearing on the application of 218 Washington LLC for creation of a Commercial Rehabilitation Act (CRA) District for property at 218, 222, 224 and 226 S. Washington Ave., Saginaw, Michigan, to be held September 14, 2020.
-- County Services (*Receive & File*)
- 9-22-9 PARKS & RECREATION** requesting approval of a Resolution accepting a grant from the Michigan Natural Resources Trust Fund in the amount of \$300,000 for development of a splash pad at William H. Haithco Recreation Area, with local match of \$125,000 provided by the Saginaw Community Foundation and \$75,000 from Saginaw County Parks fund balance, for a total project cost of \$500,000.
-- County Services (**9-22-3.1/Res. A**)
- 9-22-10 PROSECUTOR** submitting additional information to support his request to retain three (3) required support staff positions that are slated for elimination in FY 2021 Budget submitted by the Controller.
-- Budget/Audit (*No action*)
- 9-22-11 PROSECUTOR** submitting additional information related to staffing and the necessity to retain “all hands on deck” to maintain the new Karpel Prosecution System as well as the existing Mainframe while Saginaw County completes its Mainframe Modernization Project and integrates the Jail, Probation and Court systems over a projected 14 month time frame.
-- Budget/Audit (*No action*)
- 9-22-12 TREASURER** submitting its report on Tax Foreclosure Auction Restricted Funds as required by State law.
-- Budget/Audit (*Receive & File*)
- 9-22-13 EMERGENCY MANAGEMENT** requesting approval to adjust its FY 2020 Budget in the amount of \$19,526 from fund balance to account 278-42700 to cover wages and benefits of a former employee, Chad Flory, who assisted with Emergency Management duties during the beginning of the COVID-19 pandemic and the May flooding event.
-- Budget/Audit (**9-22-4.1**)
- 9-22-14 INFORMATION TECHNOLOGY** requesting the appropriation of funds to build an IT Back-Up Datacenter attached to the new Saginaw County Animal Care & Control facility at 5641 Bay Road, Kochville Township.
-- Budget/Audit (**9-22-4.2**)



- 9-22-15** **10th CIRCUIT COURT** requesting carryover of unused fringe funds from the FY 2020 Budget to the FY 2021 Budget in the amount of \$9,500 to compensate a returning retiree to assist with workload in administration due to recent resignations.
-- Budget/Audit (*No action*)
- 9-22-16** **PURCHASING/RISK MANAGER** requesting to increase and adjust its FY 2020 Budget in the amount of \$400,000 due to property damage claims, increased liability claims, and COVID-19 expenditures for PPE and equipment.
-- Budget/Audit (**9-22-4.4**)
- 9-22-17** **COMMISSION ON AGING** requesting to increase and adjust its FY 2020 Budget to accommodate the needs of the Congregate/Home Delivered Meals account and due to an increased cost for Ground Care and Maintenance.
-- Budget/Audit (**9-22-4.5**)
- 9-22-18** **PUBLIC HEALTH** requesting acceptance of \$777,316 additional funding from MDHHS for COVID-19 grants and \$256,210 for an MDHHS grant for Laboratory ELC Enhancing and Detection of COVID.
-- Budget/Audit (**9-22-4.6**)
- 9-22-19** **CONTROLLER/CAO** requesting amendment of the FY 2020 Public Improvement Fund Budget in the amount of \$350,000 to construct a parking lot and installation of a parking gate system on the site of the former Saginaw County Jail after demolition.
-- Budget/Audit (**9-22-4.8**)
- 9-22-20** **CONTROLLER/CAO** submitting amendment of County Policy #241 titled “Purchasing Policy” and adoption via Resolution of new County Policy #244 titled “Responsible Contractors Policy.”
-- County Services (*Tabled at Committee*)
- 9-22-21** **CONTROLLER/CAO** submitting for approval changes to Draft #2 of the proposed FY 2021 Budget from Purchasing/Risk Manager, Sheriff (Jail/Law Enforcement/Public Improvement/Local Corrections Officer Training/Special Projects), Health Department, and Maintenance.
-- Budget/Audit (*Unfinished Business*)
- 9-22-22** **CONTROLLER/CAO** submitting an update on the Saginaw County Adult Detention and Sheriff Administration Building Project
-- Courts & Public Safety (*Receive & File*)
- 9-22-23** **SHERIFF** requesting an increase to its Restricted Capital in the Public Improvement Fund using reserves in the amount of \$18,772 to account for the temporary transport enclosure.
-- Budget/Audit (**9-22-4.7**)
- 9-22-24** **MANAGEMENT ASSISTANT** forwarding a request from Kylie Kienitz, Life Scout Troop 366, who is working on her Eagle Scout Project and would like to place a First Responder Monument on Saginaw County property at 219 S. Michigan Ave.
-- County Services (**9-22-3.2**)
- 9-22-25** **9-1-1 COMMUNICATIONS CENTER AUTHORITY** requesting approval of its FY 2021 Budget.
-- Courts & Public Safety (**9-22-2.1**)
- 9-22-26** **PERSONNEL DIRECTOR** submitting the September 2020 Employment Status Report covering statistics for the month of August 2020.
-- Labor Relations (*Receive & File*)



- 9-22-27** **CONTROLLER/CAO** requesting approval to continue the hiring freeze for FY 2021 with exceptions for positions that are required by statute and the Courts.
-- Labor Relations **(9-22-5.3)**
- 9-22-28** **FINANCE DIRECTOR** submitting budget adjustments and grants accepted for the period April 1, 2020 to June 30, 2020 as well as budget adjustments approved by the Controller for the purpose of carrying forward budget from FY 2019 to FY 2020 as outlined in Budget Resolution A.
-- Budget/Audit *(Receive & File)*
- 9-22-29** **INFORMATION TECHNOLOGY** requesting movement of \$10,000 from Salaries & Wages Permanent (636-25800-70400) to Telephone-Central Switchboard (101-29200-85100) due to unanticipated costs to continue reliable fax service.
-- Budget/Audit **(9-22-5.3)**
- 9-22-30** **SHERIFF** requesting final FY 2020 Budget adjustments. *(Info to be distributed)*
-- Executive **(9-22-6.1)**
- 9-22-31** **PERSONNEL/CIVIL COUNSEL** submitting for approval new County Policy titled “Americans with Disabilities Act Accommodation” and revision to County Policies #345 titled “Workers’ Compensation” and #361 titled “Disability Leave.”
-- Labor Relations **(9-22-5.1)**
- 9-22-32** **PUBLIC HEALTH** requesting the extension of contract with Mary Patnode, retired PHN II through FY 2021 to perform COVID-19 response functions.
-- Executive **(9-22-6.2)**
- 9-22-33** **CONTROLLER/CAO**, re: Submitting a Memorandum to the Board submitting information to consider allocating partial funding to MSU Extension and the Prosecutor’s Office and submitting a spreadsheet on the projected use of General Fund fund balance for FY 2021
-- Budget/Audit **(Unfinished Business)**
- 9-22-34** **UNION/MGMT BENEFIT COMMITTEE**, re: Submitting its recommendation of the Committee related to Public Act 152 of 2011 and to engage HAP/ASR as the County’s Third Party Administrator in administering its self-insured healthcare plan for 2021
-- Labor Relations **(9-22-5.4)**

INITIATORY MOTIONS

None

REPORTS OF COMMITTEES

1. **Human Services Committee – A. O’Neal, Chair; J. Theisen, Vice-Chair**
None
2. **Courts and Public Safety Committee – C. Hadsall, Chair; K. Kilpatrick, Vice-Chair**
 - 2.1) **9-1-1 COMMUNICATIONS AUTHORITY**, re: Approval of FY 2021 Budget
 - **Hadsall moved, seconded by Kilpatrick, to approve 2.1. Motion carried.**



FROM: COMMITTEE ON COURTS & PUBLIC SAFETY – 2.1

SEPTEMBER 22, 2020

Your committee considered Communication No. 9-22-25 from Randy Pfau, Executive Director, 9-1-1 Communications Center Authority, submitting the FY 2021 9-1-1 Communications Authority Center Budget via Zoom.

We met with Mr. Pfau, who explained that the budget figures between the Authority and the County do not match. The 9-1-1 Communications Center Authority Board passed a Resolution that the Authority be authorized to move \$400,000 from the State of Michigan Wireless Funds (Acct. #260-32601) to be used as revenue for 9-1-1.

We recommend approval of the FY 2021 9-1-1 Communications Center Authority budget and the County budget to reflect correct budget figures for the transfer of surcharge monies by September 30, 2020 in addition to utilizing \$400,000 from the State of Michigan wireless funds account; further, that the proper county officials are authorized to amend the budgets accordingly.

Respectfully Submitted,

COMMITTEE ON COURTS & PUBLIC SAFETY

Cheryl M. Hadsall, Chair

Kathleen K. Dwan

Michael A. Webster

Kirk W. Kilpatrick, Vice-Chair

Amos O'Neal

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

3.1) **PARKS & RECREATION**, re: Approval of a Resolution accepting a grant from the Michigan Natural Resources Trust Fund for a splash pad at William H. Haithco Recreation Area

3.2) **KYLIE KIENITZ, LIFE SCOUT TROUP 366**, re: Approval of First Responder Monument on Saginaw County governmental center grounds for Eagle Scout Project

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

FROM: COMMITTEE ON COUNTY SERVICES – 3.1

SEPTEMBER 22, 2020

Your committee considered Communication No. 9-22-9 from Brian Keenan-Lechel, Director, Parks and Recreation, requesting approval of a Resolution accepting a grant from the Michigan Natural Resources Trust Fund in the amount of \$300,000 for development of a splash pad at William H. Haithco Recreation Area, with local match of \$125,000 provided by the Saginaw Community Foundation, and \$75,000 from Saginaw County Parks fund balance, for a total project cost of \$500,000.

We met with Mr. Keenan-Lechel via Zoom and discussed the above information.

We recommend approval of a Resolution accepting a grant from the Michigan Natural Resource Trust Fund of \$300,000, with local match provided by Saginaw Community Foundation for \$125,000 and additional \$75,000 from Saginaw County Parks Fund. The Resolution is submitted under the regular order of business.



Respectfully Submitted,

COMMITTEE ON COUNTY SERVICES

Charles M. Stack, Chair
Kyle R. Harris
Michael A. Webster

Cheryl M. Hadsall, Vice-Chair
Dennis H. Krafft

FROM: COMMITTEE ON COUNTY SERVICES – 3.2

SEPTEMBER 22, 2020

Your committee considered Communication No. 9-22-24 from Tanika Williams, Management Assistant, forwarding a request from Kylie Kienitz, Life Scout Troup 366, who is working on her Eagle Scout Project and would like to place a First Responder Monument on Saginaw County property at 219 S. Michigan Ave.

We met with Ms. Kienitz via Zoom, who explained that she would like to honor all first responders, present and past of Saginaw County. This would include Police Officers, Fire Fighters, EMS, Corrections Officers, Military, and medical professionals, (Doctors & Nurses).

The project consists of a 5 x 8 metal frame (shadow box) that would represent a flag. She would sell bricks engraved with the first responder’s name and unit. The first 135 bricks would be engraved on white and red bricks that represent the stripes of the flag and then placed in the frame. If more than 135 bricks are sold, they will be placed as a walkway and/or ground covering to the monument. Kylie would also place a flagpole on site with the First Responders flag. Discussion was held on a location and Robert Belleman, Controller/CAO, will work with Ms. Kienitz on alternate sites.

We recommend approval of a First Responder Monument on Saginaw County Property and direct the Controller to work with Ms. Kienitz to facilitate her Eagle Scout project.

Respectfully Submitted,

COMMITTEE ON COUNTY SERVICES

Charles M. Stack, Chair
Kyle R. Harris
Michael A. Webster

Cheryl M. Hadsall, Vice-Chair
Dennis H. Krafft

4. **Budget Audit Committee – D. Krafft, Chair; A. O’Neal, Vice-Chair**

- 4.1) **EMERGENCY MANAGEMENT**, re: Approval FY 2020 Budget adjustment to cover wages and benefits of employee who assisted with emergency management duties during the beginning of the COVID-19 pandemic and the flooding event
- 4.2) **INFORMATION TECHNOLOGY**, re: Approval to appropriate funds to build an IT Back-Up Datacenter attached to the new Saginaw County Animal Care & Control facility at 5641 Bay Road, Kochville Township
- 4.3) **INFORMATION TECHNOLOGY**, re: Approval to move funds from Salaries & Wages Permanent to Telephone - Central Switchboard due to unanticipated costs to continue reliable fax service
- 4.4) **PURCHASING/RISK MANAGER**, re: Approval to increase and adjust its FY 2020 Budget due to property damage claims, increased liability claims, and COVID-19 expenditures for PPE and equipment
- 4.5) **COMMISSION ON AGING**, re: Approval to amend its FY 2020 Budget to accommodate the needs of the Congregate/Home Delivered Meals program and for increases costs for Ground Care and Maintenance



- 4.6) **PUBLIC HEALTH**, re: Approval to amend its FY 2020 Budget to accept additional funding from MDHHS for COVID-19 grants and \$256,210 for an MDHHS grant for Laboratory ELC Enhancing and Detection of COVID (*Amended at Board Session*)
 - 4.7) **SHERIFF**, re: Approval to increase its Restricted Capital in the Public Improvement Fund to account for the temporary transport enclosure
 - 4.8) **CONTROLLER/CAO**, re: Amendment of FY 2020 Public Improvement Fund Budget to construct a parking lot and installation of a parking gate system on the former jail site after demolition
- **Krafft moved, seconded by Theisen, to approve 4.1 thru 4.8 leaving room for exceptions. Hadsall excepted 4.6 for discussion and the motion carried as to 4.1 - 4.5 and 4.7 - 4.8. After discussion regarding an amendment to 4.6, the motion carried.**

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.1

SEPTEMBER 22, 2020

Your Budget/Audit Committee considered Communication No. 9-22-13 from Lt. Mark Przybylski, Emergency Management Coordinator, requesting approval to adjust its FY 2020 Budget in the amount of \$19,526 from fund balance to account 278-42700 to cover wages and benefits of a former employee, Chad Flory, who assisted with Emergency Management duties during the beginning of the COVID-19 pandemic and the May 2020 flooding event.

We met with Lt. Przybylski at the Dow Event Center and he explained that former employee, Chad Flory, worked in the office from April thru July 2020 when COVID-19 hit Saginaw County and when two dams broke and caused flooding throughout the area. Mr. Flory currently works in the Friend of the Court and would have been furloughed. He was asked to help with Emergency Management duties since it was his previous job.

We recommend approval to adjust Emergency Management's FY 2020 Budget in the amount of \$19,526 from fund balance to account 278-42700 to cover wages and benefits of a former employee, Chad Flory.

Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair
James G. Theisen
Michael A. Webster

Amos O'Neal, Vice-Chair
Carl E. Ruth

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.2

SEPTEMBER 22, 2020

Your Budget/Audit Committee considered Communication No. 9-22-14 from Josh Brown, Director, Information Technology (IT), requesting the appropriation of funds to build an IT Back-Up Datacenter attached to the new Saginaw County Animal Care & Control (SCACC) facility at 5641 Bay Road, Kochville Township.

We met with Mr. Brown at the Dow Event Center and he explained that he has met with William S. Kibbe & Associates, SCACC Director Bonnie Kanicki, and Saginaw County Controller Robert Belleman several times to draft a plan that would utilize available space and not impact the natural desired workflow at SCACC.



The total amount requested is \$460,000. This amount includes \$240,000 for the site build-out; including power, lighting, and HVAC. The additional \$220,000 includes costs associated for site connectivity to the Fiber Ring (\$50,000), a fire suppression system (\$30,000), a 200kW generator (\$65,000), and the IT equipment to bring on a redundant site (\$75,000). The \$460,000 is being requested from the available funds in IT Retained Earnings.

We recommend approval of the appropriation of funds to build an IT Back-Up Datacenter attached to the new Saginaw County Animal Care & Control (SCACC) facility at 5641 Bay Road, Kochville Township in the amount of \$460,000.

Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair
James G. Theisen
Michael A. Webster

Amos O’Neal, Vice-Chair
Carl E. Ruth

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.3

SEPTEMBER 22, 2020

Your Budget/Audit Committee considered Communication No. 9-22-29 from Josh Brown, Director, Information Technology (IT), requesting movement of \$10,000 from Salaries & Wages Permanent (636-25800-70400) to Telephone-Central Switchboard (101-29200-85100) due to unanticipated costs to continue reliable fax service.

We met with Mr. Brown at the Dow Event Center and he explained this is due to the unanticipated cost of continuing our fax service through AT&T telephone lines and not VoIP. It was discovered that fax service is very unreliable across VoIP technology.

We recommend approval for movement of \$10,000 from Salaries & Wages Permanent (636-25800-70400) to Telephone-Central Switchboard (101-29200-85100).

Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair
James G. Theisen
Michael A. Webster

Amos O’Neal, Vice-Chair
Carl E. Ruth

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.4

SEPTEMBER 22, 2020

Your Budget/Audit Committee considered Communication No. 9-22-16 from Kelly Suppes, Purchasing/Risk Manager, requesting to increase and adjust its FY 2020 Budget in the amount of \$400,000 due to property damage claims, increased liability claims, and COVID-19 expenditures for PPE and equipment.

We met with Ms. Suppes at the Dow Event Center and she explained this is due to a variety of unforeseen conditions that have occurred during FY 2020.

We recommend approval to increase and adjust the FY 2020 budget for Risk Management in the amount of \$400,000.



Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair
James G. Theisen
Michael A. Webster

Amos O’Neal, Vice-Chair
Carl E. Ruth

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.5

SEPTEMBER 22, 2020

Your Budget/Audit Committee considered Communication No. 9-22-17 from Jessica Sargent, Commission on Aging (COA) Director, requesting to increase and adjust its FY 2020 Budget to accommodate the needs of the Congregate/Home Delivered Meals account and due to an increased cost for Ground Care and Maintenance

We met with Ms. Sargent at the Dow Event Center and she explained that curbside meal pickup is a new program that started in April due to the closure of the senior centers as a result of the pandemic. The program has been well received and is currently operating at six senior centers for meal pick up service serving 1,200+ meals to 300+ older adults each week.

We recommend approval to amend the Commission on Aging FY 2020 Budget as presented.

Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair
James G. Theisen
Michael A. Webster

Amos O’Neal, Vice-Chair
Carl E. Ruth

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.6

***AMENDED**

SEPTEMBER 22, 2020

Your Budget/Audit Committee considered Communication No. 9-22-18 from Christina Harrington, Health Officer, requesting acceptance of \$777,316 additional funding from MDHHS for COVID-19 grants and \$256,210 for an MDHHS grant for Laboratory ELC Enhancing and Detection of COVID.

We met with Ms. Harrington at the Dow Event Center and she explained this is being requested for COVID related activities, i.e. to bolster local capacity for case investigation and contact tracing, and to invest in public communications, technology, and supplies to ensure a timely and effective contact tracing strategy. Also, acceptance of a Laboratory Capacity Grant for MDHHS to expand local public health laboratory capacity.

We recommend approval to accept \$777,316 additional funding from MDHHS for COVID-19 grants and \$256,210 for a MDHHS grant for Laboratory ELC Enhancing and Detection of COVID. ***To further amend the FY 2020 Budget of the Health Department and accept grant funds in the amount of \$291,667 to cover previous payroll expenditures from March 1 – September 30, 2020 for staff time spent on COVID-19 response.**

Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair
James G. Theisen
Michael A. Webster

Amos O’Neal, Vice-Chair
Carl E. Ruth



FROM: COMMITTEE ON BUDGET/AUDIT -- 4.7

SEPTEMBER 22, 2020

Your Budget/Audit Committee considered Communication No. 9-22-23 from Sheriff William Federspiel, requesting an increase to its Restricted Capital in the Public Improvement Fund using reserves in the amount of \$18,772 to account for the temporary transport enclosure.

We met with Sheriff Federspiel at the Dow Event Center and he explained this for a temporary transport enclosure that will be used until the tunnel is complete.

We recommend approval to increase the Sheriff Department's Restricted Capital in the Public Improvement Fund using reserves of \$18,772.

Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair
James G. Theisen
Michael A. Webster

Amos O'Neal, Vice-Chair
Carl E. Ruth

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.8

SEPTEMBER 22, 2020

Your Budget/Audit Committee considered Communication No. 9-22-19 from Robert Belleman, Controller/CAO, requesting amendment of the FY 2020 Public Improvement Fund Budget in the amount of \$350,000 to construct a parking lot and installation of a parking gate system on the site of the former Saginaw County Jail after demolition.

We met with Mr. Belleman at the Dow Event Center and he explained that Spence Brothers obtained bids to construct a parking lot and estimate the cost to be \$330,000. Mr. Belleman included an additional \$20,000 for installation of a parking gate system similar to the ones previously approved by the Board of Commissioners for the Cass Avenue and Court Street parking lots.

We recommend approval to amend the FY 2020 Public Improvement Fund Budget in the amount of \$350,000 to construct a parking lot and installation of a parking gate system on the site of the former Saginaw County Jail after demolition.

Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair
James G. Theisen
Michael A. Webster

Amos O'Neal, Vice-Chair
Carl E. Ruth

5. **Labor Relations Committee – K. Kilpatrick, Chair; C. Stack, Vice-Chair**

- 5.1) **PERSONNEL**, re: Approval of one (1) new County Policy titled "Americans with Disabilities Act Accommodation" and revision to County Policies #345 titled "Workers' Compensation" and #361 titled "Disability Leave"
- 5.2) **SHERIFF**, re: Approval to waive the hiring freeze to fill two (2) vacant positions of Law Enforcement Deputy
- 5.3) **CONTROLLER/CAO**, re: Approval to continue the hiring freeze for FY 2021, with exceptions for positions that are required by statute and the Courts

Added after Special Labor Relations Committee held prior to the Board Session



5.4) **UNION/MGMT BENEFIT COMMITTEE**, re: Submitting recommendation of the Union/Management Committee related to Public Act 152 of 2011
(Amended at Board Session)

- *Kilpatrick moved, seconded by Harris, to approve 5-1 thru 5.4 leaving room for exceptions. 5.3 was excepted for discussion by Dwan and the motion carried as to 5.1, 5.2 and 5.4. Theisen moved, seconded by Dwan, to amend 5.3 to add Commission on Aging drivers to list of exemptions of the hiring freeze. Motion carried.*

FROM: COMMITTEE ON LABOR RELATIONS -- 5.1

SEPTEMBER 22, 2020

Your Labor Relations Committee considered Communication No. 9-22-31 from Jennifer Broadfoot, Personnel Director, submitting for approval one (1) new County Policy titled “Americans with Disabilities Act Accommodation” and revisions to current County Policies #345 titled “Workers’ Compensation” and #361 titled “Disability Leave.”

We met with Ms. Broadfoot via Zoom who explained that the new policy details the process the County follows when an employee or applicant for employment requests a reasonable accommodation in accordance with the Americans with Disabilities Act (ADA). Revisions to the other two (2) policies were made in response to the new ADA Accommodation Policy, generally regarding the Light Duty section of the Workers’ Compensation Policy and the Return to Work section of the Disability Leave Policy.

It is the recommendation of your Labor Relations Subcommittee to approve one (1) new county policy and revisions to two (2) existing county policies as submitted.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair
Kyle R. Harris
Michael A. Webster

Charles M. Stack, Vice-Chair
Sheldon Matthews

Category 300

Number: 339

Subject: Americans’ with Disabilities Act Accommodation (ADA) Policy

1. **PURPOSE:** It is the purpose of this policy to establish a written and readily accessible policy regarding reasonable accommodations in accordance with the Title I of the ADA, to provide guidance and resources about reasonable accommodations, to establish a respectful and consistent interactive process to explore reasonable accommodations and to provide a timely and thoughtful review process for requests for reasonable accommodations.
2. **AUTHORITY:** The Saginaw County Board of Commissioners.
3. **APPLICATION:** This policy applies to all employees of Saginaw County and all applicants for employment with the County.



4. **RESPONSIBILITY:** Request for accommodation from employees or applicants for employment will be processed through the Controller's Office. A request that is connected to a disability application or workers' compensation will go through the Payroll Division of the Controller's Office. All other requests will be processed through the Personnel Division.
5. **DEFINITIONS:**
 - 5.1 **Applicant:** A person who expresses interest in employment and satisfies the minimum requirements for application established by the job description.
 - 5.2 **Americans with Disabilities Act Coordinators:** the individuals designated to coordinate compliance with Title I of the ADA.
 - 5.3 **Direct Threat:** A significant risk of substantial harm to the health, safety, or well-being of the individual or others that cannot be eliminated or reduced by reasonable accommodation. Determination of whether or not an individual presents a direct threat shall be based on an individualized assessment of the individual's present ability to safely perform the essential functions of the job.
 - 5.4 **Essential Functions of the job:** Job activities that are determined by the employer to be core to performing the job; these functions cannot be modified, as they are duties so fundamental that the individual cannot do the job without being able to perform them. A function can be essential if:
 - The job exists specifically to perform the function(s); or
 - There are a limited number of other employees who could perform the function(s); or
 - The function(s) is/are specialized and the individual is hired based on the employee's expertise.
 - 5.5 **Interactive Process:** A discussion between the employer and the individual with a disability to determine a reasonable accommodation for the individual with a disability. To be interactive both sides must communicate and exchange information.
 - 5.6 **Individual with a Disability:** An individual who:
 - Has a physical, sensory, or mental impairment that substantially limits one or more major life activities; or
 - Has a record or history of such impairment; or
 - Is regarded as having such impairment.
 - 5.7 **Qualified Individual with a Disability:** An individual who:
 - Satisfies the requisite skill, experience, education, and other job related requirements of the job the individual holds or desires; and



- Can perform the essential functions of the position with or without reasonable accommodation.

5.8 Major Life Activities: Those functions that are important to most people’s daily lives.

May include, but are not limited to, caring for oneself, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, lifting, bending, speaking, breathing, learning, eating, concentrating, thinking, communicating, and working.

Major life activities also include the operation of a major bodily function, including but not limited to functions of the immune system, normal cell growth, digestive, bowel, bladder, neurological, brain, respiratory, circulatory, endocrine, and reproductive functions.

5.9 Medical Documentation – Information from the requestor’s treating provider which is sufficient to enable the employer to determine whether an individual has a disability and whether and what type of reasonable accommodation is needed when the disability or need for accommodation is not obvious.

5.10 Reasonable Accommodation – An adjustment or alteration that enables a qualified individual with a disability to apply for a job, perform job duties, or enjoy the benefits and privileges of employment. Reasonable accommodations may include:

- Modifications or adjustments to a job application process to permit a qualified individual with a disability to be considered for a job; or
- Modifications or adjustments to enable a qualified individual with a disability to perform the essential functions of the job; or
- Modifications or adjustments that enable qualified individuals with disabilities to enjoy equal benefits and privileges of employment.

5.11 Reassignment: Reassignment to a vacant position for which an employee is qualified is “last resort” form of reasonable accommodation. This type of accommodation must be provided to an employee, who, because of a disability can no longer perform the essential functions of the position they currently hold, with or without reasonable accommodation, unless the employer can show that it is an undue hardship.

5.12 Substantially limiting: In accordance with the ADA final regulations, the determination of whether an impairment substantially limits a major life activity requires an individualized assessment, and an impairment that is episodic or in remission may also meet the definition of disability if it would substantially limit a major life activity when active. Some examples of these types of impairments may include epilepsy, hypertension, asthma, diabetes, major depressive disorder, bipolar disorder and schizophrenia. An impairment, such as cancer that is in remission but that may possibly return in a substantially limiting form, is also considered a disability under EEOC final ADA final regulations.



5.12 Undue Hardship: A specific reasonable accommodation that would require significant difficulty, disruption to the service or workforce or expense. It is determined on a case by cases basis considering factors that include the nature or cost of the accommodation requested and the impact of the accommodation on the operations of the department. A department is not required to provide accommodations that would impose an undue hardship on the operation of the department.

6. Policy:

6.1 Individuals who may request a reasonable accommodation include:

- Any qualified applicant with a disability who needs assistance with the job application procedure or the interview or selection process; or
- Any qualified County employee with a disability who needs a reasonable accommodation to perform the essential functions of the position; or
- A third party, such as a family member, healthcare professional or other representative, on behalf of the qualified applicant or employee with a disability, when the applicant or employee is unable to make the request for reasonable accommodation. When possible, the County must contact the applicant or employee to confirm that the accommodation is wanted. The applicant or employee has the discretion to accept or reject the proposed accommodation.
- Individuals who are currently using illegal drugs are excluded from coverage under the County ADA policy.

6.2 The applicant or employee may make a reasonable accommodation request to any or all of the following:

- Immediate supervisor or manager in the employee’s chain of command
- Controller’s Office staff (Personnel or Payroll staff, as appropriate)
- Any County official with whom the applicant has contact during the application process, interview and/or selection process
- A designated ADA Coordinator

The request can be made at any time. A request is any communication in which an individual asks or states that he or she needs the County to provide or change something because of a medical condition. An initial request for an accommodation can be made in any manner (e.g. writing, electronically, in person or orally.) Oral requests must be documented in writing to ensure efficient processing of requests. A request form may be obtained in the Controller’s Office.

In making the request, the requestor is responsible for requesting a reasonable accommodation or providing enough notice to the County that an accommodation is needed.



The individual requesting an accommodation does not have to use any special words and does not have to mention the ADA or use the phrase “reasonable accommodation” or “disability.”

- 6.3 When a supervisor or department head observes or receives information indicating that an employee is having trouble performing the job due to a medical condition or disability, further inquiry may be required. They should consult with Personnel for direction on how to proceed. If the matter is related to a condition for which the employee is currently seeking or has previously been approved for disability leave or is relating to workers’ compensation, they should contact Payroll.
- 6.4 Communication is key throughout the entire reasonable accommodation process. The interactive process is a collaborative process between the employee, applicant and/or member of the public and the County. This process is required when:
- The need for a reasonable accommodation is not obvious;
 - The specific limitation, problem, or barrier is unclear;
 - An effective reasonable accommodation is not obvious;
 - The parties are considering different forms of reasonable accommodations;
 - The medical condition changes or fluctuates; or
 - There are questions about the reasonableness of the requested accommodation.

The interactive process should begin as soon as possible after a request for reasonable accommodation is made or the request for accommodation becomes known.

The process should include a fair exchange of relevant information and communication between the individual and the County. An individual may also request that a union representative or another support individual be present during the discussion.

- 6.5 Before approving or denying a request for accommodation, the County will:
- 1) Determine if the individual is a qualified individual with a disability;
 - 2) Determine if the accommodation is needed to:
 - Enable a qualified applicant with a disability to be considered for the position the individual desires;
 - Enable a qualified employee with a disability to perform the essential functions of the position;
 - Enable a qualified employee with a disability to enjoy equal benefits or privileges of employment as similarly situated employees without disabilities;
 - 3) Determine whether the requested accommodation is reasonable;



- 4) Determine whether there is a reasonable accommodation that will be effective for the requestor and the County;
- 5) Determine whether the reasonable accommodation will impose an undue hardship on the County's operations.

Accommodation will be determined on a case by case basis. A requestor's accommodation preference is always seriously considered, however, the County is not obligated to provide the requestor's accommodation of choice, so long as the County offers an effective accommodation or determines the accommodation would cause an undue hardship.

6.6 In some cases, the disability and need for accommodation will be reasonably evident or already known, for example, when the requestor is blind. In these cases, the County will not seek further medical documentation. If a requestor's disability and/or need for reasonable accommodation are not obvious or known, the County may require medical documentation showing the requestor has a covered disability that requires accommodation. The County may request medical documentation in certain other circumstances. For example, when:

- The information submitted by the requestor is insufficient to document the disability or the need for the accommodation.
- A question exists as to whether an individual can perform the essential functions of the position, with or without reasonable accommodation.
- A question exists as to whether the individual will pose a direct threat to himself/herself or others.

Where medical documentation is necessary, the Controller's Office will make the request. The party making the request for accommodation will be asked to complete an Authorization for Release of Medical Records before the Controller's Office communicates with their medical provider. The individual may choose to not complete the Authorization, however if they do so, it is the individual's responsibility to ensure the County receives the requested medical information. The Employee's medical provider will also be provided an accommodation request assessment and medical inquiry form to assist with the provision of needed information.

Only medical documentation relating to the individual's request for accommodation and ability to perform the essential functions of the position will be requested. When medical documentation or information is requested, it must provide it in a timely manner, or the County may deny the reasonable accommodation request.

Medical information obtained in connection with the reasonable accommodation process shall be kept confidential. All medical information obtained in connection with such requests must be collected and maintain on separate forms and in separate files from non-medical personnel files and records.



The Controller's Office may disclose medical information shared in connection with the reasonable accommodation process to the following:

- Supervisors, Department Heads, or other Controller's Office staff, who have a need to know, may be told about the necessary work restrictions and about the accommodations necessary to perform the employee's duties. However, such information about the employee's medical condition should only be disclosed if strictly necessary, such as for safety reasons;
- First aid and safety personnel may be informed when appropriate, if the employee may require emergency medical treatment or assistance in an emergency evacuation;
- To consult with legal counsel about accommodation requests, denial of accommodation requests, or purchasing of specific assistance technology or other resources; or
- Government officials assigned to investigate compliance with the ADA.

When medical information is disclosed in accordance with the above, the recipients of the information must comply with all confidentiality requirements.

The fact that an individual is receiving an accommodation because of a disability is confidential and may only be shared with those individuals who have a need to know for purposes of implementing the accommodation such as the requestor's supervisor and the Controller's Office.

- 6.7 As soon as it is determined that a reasonable accommodation will be provided, the Controller's Office will process the request and provide the reasonable accommodation in as short a timeframe as possible. The timeframe necessary to process a request will depend on the nature of the accommodation requested, and whether it is necessary to obtain supporting documentation. If an approved accommodation cannot be provided within a reasonable time, the decision maker will inform the requestor of the status of the request before the end of 30 days. Where feasible, if there is a delay in providing the request, temporary measures will be taken to provide assistance.

Once approved, the reasonable accommodation should be documented for record keeping purposes and the records maintained by the Controller's Office.

- 6.8 The County may deny a request for reasonable accommodation where:
- The individual is not a qualified individual with a disability;
 - The reasonable accommodation results in undue hardship or the individual poses a direct threat to themselves or others. Undue hardship and direct threat are determined on a case-by-case basis with guidance from the Controller's Office.



- Where no reasonable accommodation including reassignment to a vacant position, will enable the employee to perform all of the essential functions of the job.

The explanation for the denial must be provide to the requestor in writing. The explanation should clearly state the reason for the denial. When the specific request for an accommodation has been denied, but another reasonable accommodation offered in its place, the letter should explain both the reason for denying the request and the reasons that the accommodation being offered will be effective.

- 6.9 An interactive process must occur prior to the County making a determination on undue hardship. Determination of undue hardship is made on a case-by-case basis. In determining whether granting a reasonable accommodation will cause undue hardship, the County considers factors such as the nature and cost of the accommodation in relation to the size and resources of the County and impact the accommodation will have on the operations of the County.
- 6.10 The determination that an individual poses a “direct threat” (i.e., s significant risk of substantial harm to the health and safety of the individual or others) which cannot be reduced or eliminated by a reasonable accommodation, must be based on an individual assessment of the individual’s present ability to safely perform the essential functions of their job with or without reasonable accommodation. A determination that the individual poses a direct threat cannot be based on fears, misconceptions, or stereotypes about the individual’s disability. Instead, the County must make a reasonable medical judgement relying on the most current medical knowledge and the best available objective evidence.

In determining whether an individual poses a direct threat, the factors to be considered include:

- Duration of the risk;
- Nature and severity of the potential harm;
- Likelihood that the potential harm will occur; and
- Imminence of the potential harm.

- 6.11 If the request for reasonable accommodation is denied, the requestor must also be informed of their ability to appeal the decision through the County’s appeal process. Appeals should be filed with the County Controller/CAO.

7. Administrative Procedures: None.



8. CONTROLLER/CAO LEGAL COUNSEL REVIEW: The Controller/CAO has determined that this Policy, as submitted to the Board of Commissioners, contains the necessary substance in order to carry out the purpose of the policy. The 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: Approved as to Legal Content:
Saginaw County Controller/CAO Saginaw County Civil Counsel

ADOPTED: September 22, 2020

Category: 300
Number: 345

Subject: WORKERS' COMPENSATION

1. PURPOSE: It is the purpose of this policy to establish a uniform procedure and compensation scale in order to provide for the health and well-being of Saginaw County employees in the event that they are injured ~~hurt~~ while on duty and performing a service for the County.
2. AUTHORITY: The Saginaw County Board of Commissioners.
3. APPLICATION: The rules and regulations herein set forth apply to all employees paid by Saginaw County, pursuant to Policy # 301.
4. RESPONSIBILITY: The Controller/CAO shall be responsible for the implementation and administration of this policy.
5. DEFINITIONS: NONE
6. POLICY:
 - 6.1 Policy. In the event of a work related injury or illness, employees and subsequently supervisors must report injuries on the day of occurrence to the **Payroll and Benefits Supervisor** ~~Claims Manager~~ in the Controller's Office using the supervisor's Report of Injury Form. Death or serious injury must be reported by telephone and followed up with the supervisor's Report of Injury Form.
 - 6.2 Monitoring of Absence. During the time an employee is recuperating from an injury, the Controller's Office monitors progress of absence or return to work status. If the employee is released to return to active employment, the Payroll and Benefits Supervisor ~~claims manager~~ coordinates return to work restrictions (if any) with Department Head.



- 6.3 Pay Status. An employee who is injured during the course of his/her employment shall be paid for all hours scheduled to work on the date of the injury and shall be paid for the days scheduled to work during the first seven (7) calendar days following the date of the injury not chargeable to any other benefit. The employee shall not receive more than 100% of his/her regular weekly wage as compensation for time off due to work related illness or injury. In the event the employee is overpaid in accordance with this provision he/she shall reimburse the County for the amount of overpayment.
- 6.4 Fringe Benefits. Fringe benefit continuation is limited to one year maximum from date of injury.
- 6.5 Paid Time Off. Accrual of PTO hours while on Workers' Compensation or Disability Leave is limited to the first 90 days on leave.
- 6.6 Accommodations ~~Light Duty~~. All employees who may become unable to perform their essential function of the job ~~normal job description duties~~ due to medical restrictions associated with ~~either non-work related or work-related~~ injuries or illnesses may shall be ~~assessed for light duty~~ accommodated, if the County has work available consistent with the medical restrictions. ~~Individuals who are accommodated, and~~ shall comply with the requirements ~~of the Light Duty Job Program outlined~~ within this section. The goal ~~of the program~~ is to get the employee back to productive employment and normal duties as soon as medically possible. ~~Light duty jobs have been developed to enable the County of Saginaw to assign employees to work, which will accommodate their medical restrictions.~~
- 6.6.1 The County of Saginaw will assign other job duties ~~assign light duty jobs~~ after review of and consistent with medical assessment evidence of restrictions associated with the employee's injury. These other job duties ~~light duty jobs~~ may or may not:
- 6.6.1.1 be located in the department where the employee is normally assigned,
 - 6.6.1.2 be within the bargaining unit where the employee is normally assigned,
 - 6.6.1.3 consist of duties which the employee normally performs,
 - 6.6.1.4 take place during shifts, which the employee normally works.
- 6.6.2 All employees assigned to other work duties ~~a light duty job~~ will report to that work site as directed, take directions as given by the job site supervisor and perform duties as instructed.



6.6.3 Individuals who do not normally work within a specific County Department or who are not members of a bargaining unit found within a specific Department may be assigned to fill other work duty ~~light duty~~ assignments within that Department. These other work duty ~~light duty~~ assignments are not permanent assignments or positions.

7. ADMINISTRATIVE PROCEDURES: NONE

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

Approved as to Substance:
Saginaw County Controller/CAO

Approved as to Legal Content:
Saginaw County Civil Counsel

ADOPTED: November 23, 1999

AMENDED: April 23, 2002; August 12, 2008; **September 22, 2020**

Category: 300

Number: 361

Subject: DISABILITY LEAVE

1. PURPOSE: It is the purpose of this policy to establish a system of uniform and appropriate rules and regulations regarding employees who are unable to work due to non-work related reasons.
2. AUTHORITY: The Saginaw County Board of Commissioners.
3. APPLICATION: The rules and regulations herein set forth apply to all employees paid by Saginaw County, pursuant to Policy # 301.
4. RESPONSIBILITY: The Controller's Office shall be responsible for the implementation and administration of this policy.
5. DEFINITIONS: NONE
6. POLICY:
 - 6.1 Coverage. A non-probationary regular full-time employee who is unable to work for reasons due to injury or illness of a non-work related nature is eligible to apply for disability leave (described in 6.2). Upon approval, the disability plan works in concert



with the Paid Time Off process described in the Paid Time Off Policy (Policy # 341). The plan requires an unpaid 14 calendar day waiting period during the disability before the disability compensation program begins, however, the employee must use his/her Paid Time Off bank during the 14 calendar day period, if such PTO time is available. Prior to beginning a Disability Leave, an employee may choose to retain up to forty (40) PTO hours of banked time by opting for unpaid time once his/her PTO bank reaches forty (40) hours, (or the desired amount of banked time up to forty [40] hours), by indicating so on his/her disability application. If the disability continues beyond the 14 calendar days, the employee shall receive 60% of his/her pay up to one year or the employee's seniority, whichever is less. The employee may also choose to supplement disability pay with PTO, so long as total pay is no more than 100% of the employee's pay.

Disability leave may be allowed in cases of sickness or injury occurring during a Paid Time Off (vacation) period. Evidence of such incapacity from the first (1st) day must however be provided to the satisfaction of the employer.

If a subsequent disability occurs, solely resulting from the same illness or injury, the original fourteen-day waiting period described above shall be considered the waiting period required for the subsequent disability except however, no more than one year of disability pay shall be paid for the same illness or injury.

PTO shall only accrue for the first ninety (90) days of the disability. All payroll deductions in effect prior to disability will be deducted from disability payments. The disability plan will also provide for health, optical and dental coverage to continue during the entire period of disability (up to one year) with the same employee co-pay or percentage of premium contribution. Basic life insurance coverage will also continue without cost during the disability. Voluntary additional coverage will be maintained based on continuous employee premium payments.

6.2 Eligibility. Under no circumstances will an employee be eligible for benefits described in Section 6.1 except by County approved medical disability. Requests are submitted and processed through the Controller's Office [and for Court employees in coordination with](#) ~~or~~ the designated court official(s). Benefits will not be paid unless the employee submits the attending physician's certificate of disability stating the nature of illness or injury and anticipated period of disability. In all cases of alleged disability, the County retains the right to verify said certificate(s) and may refer the employee to a physician of its choice whenever it deems necessary, which will be paid for by the County.

6.2.1 An eligible employee requesting disability leave who may also be eligible under the Family Medical Leave Act (FMLA) requirements shall have the time used counted towards the annual (FMLA) entitlement of twelve (12) total weeks (See Policy #364).



- 6.3 Final Determination. The Controller’s Office will exclusively make the final determination to grant a disability claim and notification will be provided to the affected Department Head along with any work restrictions.
- 6.4 Termination. Disability payments shall terminate when the employee is able to return to regular work or restricted work if directed by medical authority and can be accommodated ~~approved~~ by the County or when the treating physician's statement of disability expires and an extension is not provided; ~~or~~ when the employee retires as a result of disability or normal service retirement; ~~or~~ upon layoff, death, discharge, or resignation or after twelve months pursuant to section 6.1 above. If disability benefits are exhausted and the employee cannot return to work, with or without reasonable accommodation, the employee’s employment with the County of Saginaw shall be terminated. If an employee is terminated because of exhausting disability leave, all insurance and other employment benefits will also terminate.
- 6.5 Social Security Offset. Disability payment described herein shall be offset by any Social Security disability payment or insurance settlement relating to such disability (subject to language contained in a collective bargaining agreement) due or received by the employee. An employee determined to be disabled for an indefinite period shall be obligated to apply for benefits from the Social Security Administration and in such case any disability payments received by the employee from the County for any period paid by Social Security shall be repaid by the employee to the County.

~~— 6.6 Returning to Work. The employer will ensure that employees are able to return to the workplace as quickly and safely as possible. All employees will be evaluated for possible accommodations in accordance with the County’s Americans’ with Disabilities Act Policy. Light Duty. All employees are subject to the Light Duty rules contained in Section 6.6 of the Worker’s Compensation Policy, Policy # 345.~~

7. ADMINISTRATIVE PROCEDURES: NONE

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

Approved as to Substance:
Saginaw County Controller/CAO

Approved as to Legal Content:
Saginaw County Civil Counsel

ADOPTED: November 23, 1999

AMENDED: April 23, 2002; August 12, 2008; **September 22, 2020**



FROM: COMMITTEE ON LABOR RELATIONS -- 5.2

SEPTEMBER 22, 2020

Your Labor Relations Committee considered Communication No. 9-22-4 from Sheriff Federspiel requesting waiver of the hiring freeze and approval to fill two (2) positions of Law Enforcement Deputy.

We spoke with Undersheriff Gomez via Zoom who explained the positions are vacant and that both positions are funded in the FY 2020 and FY 2021 budgets.

We recommend approval to waive the hiring freeze to fill two (2) Law Enforcement Deputy positions as stated above.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair

Kyle R. Harris

Michael A. Webster

Charles M. Stack, Vice-Chair

Sheldon Matthews

FROM: COMMITTEE ON LABOR RELATIONS -- 5.3

***AMENDED**

SEPTEMBER 22, 2020

Your Labor Relations Committee considered Communication No. 9-22-27 from Robert V. Belleman, Controller/CAO, requesting approval to continue the County-wide hiring freeze for FY 2021 with exceptions for positions that are required by statute and the Courts.

The committee spoke with Mr. Belleman, who explained that the County has had a hiring freeze in place for several years. The hiring freeze results in financial savings to all funds by delaying the hiring process and requiring Elected Officials and Department Heads to justify to the Board of Commissioners why they need to fill a vacant position. The Controller/CAO suggested the following language be approved for instituting the hiring freeze:

“The Board of Commissioners hereby finds justification to control its annual appropriations by instituting a hiring freeze effective October 1, 2020 through September 30, 2021 on all departments, except the Courts. The Courts are exempt from the hiring freeze through December 31, 2019 pursuant to an MOU dated September 4, 2019. Once an authorized position becomes available in any department, said department shall leave the position vacant if an external hire is desired or required to fill said vacancy. The department is encouraged to reorganize its personnel compliment resulting in fewer overall fulltime county employees. In the alternative, the department may submit a formal business case request to Labor Relations Committee for the Board of Commissioners’ consideration of a waiver of said hiring freeze. Said vacant position shall not be filled by an external candidate except by specific Board of Commissioners authorization. The hiring freeze shall not apply to the statutorily required positions identified in Exhibit “A.” ***nor shall it apply to all Driver positions at the Commission on Aging.**

Elected and appointed department heads are to submit in writing requests to waive the hiring freeze. The request should include enough information for members of the Labor Relations Committee and the Board of Commissioners to validate the need to fill said vacant position. The business case should indicate clear and concise rationale for the position, including whether options were considered to consolidate within the department, modify the current position status to part time/seasonal, or to



eliminate the position altogether. The request should also include a brief overview of the services provided by the position. We recommend approval to continue the hiring freeze for FY 2021 based on the language noted above.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair
Kyle R. Harris
Michael A. Webster

Charles M. Stack, Vice-Chair
Sheldon Matthews

FROM: COMMITTEE ON LABOR RELATIONS -- 5.4

SEPTEMBER 22, 2020

Your Labor Relations Committee considered Communication No. 9-22-34 from Isaac Blackmon, Operations Manager, Mosquito Abatement Commission, submitting the recommendation of the Union/Management Benefit Committee related to Public Act 152 of 2011, known as the Employee Health Insurance Act, as to default position (“hard caps”) and engaging HAP/ASR as Saginaw County’s Third Party Administrator in administering its self-insured healthcare plans for 2021.

We met with Mr. Blackmon and discussion was held regarding the process taken to come to this decision. The Union/Management Benefit Committee met on September 8, 14, and 21, 2020 to review health insurance proposals and rates for the 2021 plan year. The committee received rates and information from Aetna, HAP/ASR and Priority Health. BCBS and Humana either declined to submit a proposal or failed to meet the proposal deadline. This year, rates were presented to the committee using the Hard Cap provision, as this is what is currently in the Collective Bargaining Agreements. Most options came back over the hard cap, after which there were several discussions on how to lower costs. On September 21, 2020 the Committee met and the majority of those present selected HAP/ASR for health insurance for the upcoming year. The committee will meet with HAP/ASR representatives to review alternate plan designs to lower premium sharing even more.

We recommend approval to maintain the Hard Cap provision in accordance with P.A. 152 of 2011 and engage HAP/ASR as Saginaw County’s Third Party Administrator in administering its self-insured healthcare plan for 2021.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair
Kyle R. Harris
Michael A. Webster

Charles M. Stack, Vice-Chair
Sheldon Matthews

6. **Executive Committee – M. Webster, Chair**

- 6.1) **SHERIFF**, re: Approval of FY 2020 Budget adjustments
- 6.2) **PUBLIC HEALTH**, re: Approval to extend the contract with Mary Patnode, retired Public Health Nurse II, from October 1, 2020 – September 30, 2021

- ***Krafft moved, seconded by Matthews, to approve 6.1 and 6.2 leaving room for exceptions. There were no exceptions and the motion carried.***



FROM: EXECUTIVE COMMITTEE -- 6.1

SEPTEMBER 22, 2020

Your Executive Committee considered Communication No. 9-22-30 from Sheriff Federspiel requesting approval to amend its FY 2020 budget to account for \$220,000 in revenue generated from CPC phone commissions and to expend \$11,320 to buy fitness equipment.

We spoke with Undersheriff Gomez via Zoom who explained that the Sheriff’s Office needs Board approval to increase its budget for telephone expenditures to account for \$220,000 in revenue generated from CPC Phone commissions and to use \$11,320 in Federal forfeiture funds to purchase fitness equipment for staff.

We recommend approval to amend the FY 2020 Sheriff’s budget as indicated above.

Respectfully Submitted,

EXECUTIVE COMMITTEE

Michael A. Webster, Chairman
Cheryl M. Hadsall
Dennis H. Krafft

Amos O’Neal
Charles M. Stack

FROM: EXECUTIVE COMMITTEE -- 6.2

SEPTEMBER 22, 2020

Your Executive Committee considered Communication No. 9-22-32 from Christina Harrington, Health Officer, requesting approval to extend the contract with Mary Patnode (retired Public Health Nurse II) beginning October 1, 2020 – September 30, 2021.

We spoke with Ms. Harrington via Zoom who explained that Mary Patnode is currently under contract that is due to expire September 30, 2020. She was originally hired to help support the combination of the Personal Health Center and assist with training. She has since transitioned to COVID-19 response when case counts spiked in July and currently continues to assist in that role.

We recommend approval to extend the contract with Mary Patnode (retired Public Health Nurse II) from October 1, 2020 – September 30, 2021.

Respectfully Submitted,

EXECUTIVE COMMITTEE

Michael A. Webster, Chairman
Cheryl M. Hadsall
Dennis H. Krafft

Amos O’Neal
Charles M. Stack

7. Airport Committee – D. Krafft, Chair

7.1) **AIRPORT COMMITTEE**, re: Approval of contract renewal with Alan Kaufman, Airport Manager, for a 3-year term with an increase in compensation

- ***Krafft moved, seconded by Hadsall, to approve 7.1. Motion carried.***

FROM: AIRPORT COMMITTEE – 7.1

SEPTEMBER 22, 2020

Your Airport Committee considered a communication from Alan Kaufman, Airport Manager, Harry W. Browne Airport (HWB Airport), requesting a review of his contract renewal terms and an increase in compensation.



The committee met at TheDow Event Center on September 10, 2020 and discussed this matter with Robert Belleman, Controller/CAO. Mr. Kaufman has been the Airport Manager for the last eighteen (18) years and worked at HWB Airport for 25 years prior to that, thereby supporting and managing the airport for 40+ years. Mr. Kaufman indicated in this communication that his costs have increased with time, particularly business liability insurance costs and transportation costs. His current contract expires at the end of this month and Mr. Kaufman will be assisting the Controller/CAO with succession planning over the next three (3) years. A review of his record, along with review of industry averages for similar-sized airports, justifies an increase of 5% in compensation. The HWB Airport budget can support his request for the term of the contract.

It is the recommendation of your committee to approve the three (3) year contract renewal and increase in compensation of five (5%) percent for Alan Kaufman, Airport Manager, effective October 1, 2020 through September 30, 2023, and direct the proper county officials to facilitate the terms.

Respectfully Submitted,

AIRPORT COMMITTEE

- Dennis H. Krafft, Chair
- Sheldon Matthews
- Amos O’Neal

8. Legislative Committee – J. Theisen, Chair; A. O’Neal, Vice-Chair
None

9. Intergovernmental Cooperation Committee – J. Theisen, Chair; C. Stack, Vice-Chair
None

10. Committee Compensation
9-22-20.1) August 9, 2020 – August 22, 2020
9-22-20.2) August 23, 2020 – September 19, 2020

- *Hadsall moved, seconded by Kilpatrick, to approve 9.22.20.1 and 9.22.20.2 leaving room for exceptions. There were no exceptions and the motion carried.*

COMMITTEE COMPENSATION - 9.22.20.1

September 22, 2020

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held August 9 - August 22, 2020.

COVID-19 - Governor Whitmer issued Stay Home. Stay Safe. Save Lives. Executive Order 2020-154 - Alternative means to conduct government business during the COVID-19 pandemic.

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	08/10/20	Saginaw Supporting Excellence in Education	Webster	\$25.00	1



Board of Commissioners – September 22, 2020

2	08/10/20	Labor Relations Committee	Kilpatrick	\$25.00	1
			Stack	\$25.00	1
			Harris	\$25.00	1
			Matthews	\$25.00	1
			Webster	\$25.00	1
3	08/10/20	Special Board Session Dwan, Hadsall, Harris, Kilpatrick, Krafft, Matthews, O'Neal, Ruth, Stack, Theisen, Webster	All Present	\$550.00	11
4	08/11/20	Executive Committee	Webster	\$50.00	1
			O'Neal	\$50.00	1
			Hadsall	\$50.00	1
			Stack	\$50.00	1
			Krafft	\$50.00	1
5	08/18/20	9-1-1 Authority Board	Matthews	\$25.00	1
6	08/18/20	Labor Relations Committee-Special @ TheDow	Kilpatrick	\$25.00	1
			Stack	\$25.00	1
			Harris	\$25.00	1
			Matthews	\$25.00	1
			Webster	\$25.00	1
7	08/18/20	Committee of the Whole @ TheDow re: Phases II & III of Comp Study Hadsall, Harris, Kilpatrick, Krafft, Matthews, O'Neal, Ruth, Stack, Theisen, Webster <i>Absent: Dwan</i>	10 Present	\$500.00	10
8	08/19/20	Saginaw Valley Zoological Society Board	Matthews	\$50.00	1
9	08/19/20	Animal Control Advisory Council	Hadsall	\$50.00	1
10	08/20/20	CAC	O'Neal	\$50.00	1
11	08/20/20	SMATS	Stack	\$50.00	1
12	08/20/20	Commission on Aging	Stack	\$25.00	1
TOTAL				\$1,825.00	43

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (8-21-20)

COMMITTEE COMPENSATION - 9.22.20.2

September 22, 2020

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held August 23 - September 5, 2020.

COVID-19 - Governor Whitmer issued Stay Home. Stay Safe. Save Lives. Executive Order 2020-154 - Alternative means to conduct government business during the COVID-19 pandemic.



<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	08/25/20	Committee of the Whole re: Legal Opinion (Prevailing Wage) Dwan, Hadsall, Harris, Kilpatrick, Krafft, Matthews, O'Neal, Ruth, Stack, Webster <i>Absent: Theisen</i>	10 Present	\$250.00	10
2	08/25/20	Board Session Dwan, Hadsall, Harris, Kilpatrick, Krafft, Matthews, O'Neal, Ruth, Stack, Webster <i>Absent: Theisen</i>	10 Present	\$500.00	10
3	08/27/20	MBS Airport Zoning Board	O'Neal	\$50.00	1
4	08/31/20	MI Works! Joint Board	Matthews	\$50.00	1
			O'Neal	\$50.00	1
			Ruth	\$50.00	1
			Stack	\$50.00	1
			Webster	\$50.00	1
5	09/01/20	SSEE7	Webster	\$50.00	1
6	09/02/20	Crime Prevention Council	Ruth	\$50.00	1
7	09/04/20	Saginaw Future Inc. Board	Webster	\$50.00	1
TOTAL				\$1,200.00	29

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (9-4-20)

RESOLUTIONS

RESOLUTION "A"

Resolution Authorizing Acceptance of MNRTF19-0113 Agreement from Michigan Department of Natural Resources Trust Fund

At a regular meeting of the Board of Commissioners of the County of Saginaw, State of Michigan held at Saginaw, Michigan on the 22nd day of September 2020.

PRESENT: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O'Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, and Michael A. Webster - 11*

Commissioner Stack offered the following resolution and moved for adoption. The motion was seconded by Commissioner Ruth.

RESOLVED, that the County of Saginaw, Michigan does hereby accept the terms of the MNRTF19-0113 Agreement as received from the Michigan Department of Natural Resources, and that the County of Saginaw does hereby specifically agree, but not by way of limitation, as follows:



1. To appropriate all funds necessary to complete the project during the project period and to provide \$200,000 dollars to match the grant authorized by the DEPARTMENT.
2. To maintain satisfactory financial accounts, documents and records to make them available to the DEPARTMENT for auditing at reasonable times.
3. To construct the project and provide such funds, services and materials as may be necessary to satisfy the terms of said Agreement.
4. To regulate the use of the facility constructed and reserved under this Agreement to assure the use thereof by the public on equal and reasonable terms.
5. To comply with any and all terms of said Agreement including all terms not specifically set forth in the foregoing portions of this Resolution.

NOW, THEREFORE, BE IT FURTHER RESOLVED, The Saginaw County Board of Commissioners hereby authorizes the Saginaw County Parks and Recreation Commission to accept the grant from the Michigan Department of Natural Resources Trust Fund for the development of a splash pad at William H. Haithco Recreation Area, 2121 Schust, Saginaw, MI, 48603.

Yeas: Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, and Michael A. Webster - **11**

Nays: - **0**

TOTAL: - **11**

STATE OF MICHIGAN)
)ss
COUNTY OF SAGINAW)

I, Michael Hanley, Clerk of the County of Saginaw, Michigan, do hereby certify that the above is a true and correct copy of the Resolution relative to the Agreement with the Michigan Department of Natural Resources Trust Fund, which Resolution was adopted by the Saginaw County Board of Commissioners at a meeting held Tuesday, September 22, 2020.

Michael J. Hanley, County Clerk
County of Saginaw

UNFINISHED BUSINESS

Budget Audit Committee – D. Krafft, Chair; A. O’Neal, Vice-Chair
Resolutions A – D laid on the table pursuant to Board Report 8-25-4.2, as amended, until the September 22, 2020 Board Session under Unfinished Business
(Distributed to all commissioners and available for review in the Board Office)



2021 County Budget (Draft #3) and Resolutions A-B-C-D (To be distributed at meeting)

- "A" FY 2020/2021 Budget
- "B" FY 2020/2021 Salary Schedule
- "C" FY 2020/2021 Capital Improvement Plan
- "D" FY 2020/2021 Fee Schedule

Commissioner Ruth moved, seconded by Commissioner Krafft, to amend Budget Resolution A to add funding for MSU Extension and the Prosecutor’s Office as submitted by the Controller. Motion carried after the following roll call vote:

- Yeas:** Cheryl M. Hadsall, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster – 8
- Nays:** Kathleen K. Dwan, Kyle R. Harris, Kirk Kilpatrick – 3
- TOTAL:** - 11

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.2

***AMENDED**

SEPTEMBER 22, 2020

~~AUGUST 25, 2020~~

Your Budget/Audit Committee received Communication No. 8-25-22 from Robert V. Belleman, Controller/CAO, submitting requests for action in order to prepare Draft #2 of the recommended Fiscal Year 2021 Budget. Draft #2 of the Budget contains proposed changes to Draft #1, which was submitted in June 2020 with all funds in balance, including those funds that anticipate use of fund balance. Each committee reviewed Draft #1 of the proposed Fiscal Year 2021 Budget and two Committee of the Whole sessions were held July 14, 2020 and July 28, 2020. The Budget was previously distributed to each commissioner and is available for review in the Office of the Board of Commissioners. The Budget/Audit Committee reviewed the Budget as submitted, considered information presented at the Committee of the Whole meetings, considered additional requests from departments, and have made amendments to Draft #1 of the 2021 Budget. The changes contained in Draft #2 of the FY 2021 Budget include:

- Approved a request from the **Register of Deeds** to reinstate PCN #101271 for the position of Office Assistant II (\$79,574), with funding available from an increase in fees for document recording, transfer tax, Monarch subscription fee, and a new “No Touch” fee.
- Approved the request from **JoAnn Crary, President/CEO, Saginaw Future, Inc.**, to provide additional funding for Saginaw Future of \$150,000 upon achieving each of the three goals previously identified at the July 28, 2020 Committee of the Whole.
- Discussed the request of **Christina Harrington** for additional General Fund support in the amount of \$816,620; approved a 5% increase in Health Department fees; to relocate the Health Department to a smaller, more functional building with potential savings between \$100,000 and \$200,000; and recommended a Health Department millage be placed on the ballot for the November General Election.
- Discussed possible additional future funding sources for the **Health Department** to include 1) Increase partnerships with local healthcare systems, including, but not limited to, Covenant, St. Mary’s, and Great Lakes Bay Health Clinics, and 2) Seek additional financial support from the Michigan Department of Health & Human Services.



- Approved the request from **Chief Judge Darnell Jackson & Circuit Court Administrator Paula McGlown** to amend proposed personnel changes by reinstating PCN #101025 Circuit Court Reporter (swing) (\$109,525); eliminating #PCN 101032 Law Clerk Bailiff (\$109,076) and reduce PCN #101113 Legal Clerk II to part-time and delay filling position until January 1, 2021 (\$63,097).
- Approved the request from **Kelly Suppes, Purchasing/Risk Manager**, to amend SCCJCC Fund Budget due to a decrease in ticket revenue. The effect of this change is a decrease in the County of Saginaw and 9-1-1 Authority contributions to \$100,000 and an increase in the use of reserves in SCCJCC Fund by \$80,000 for FY 2021.
- Approved the adjustment of Saginaw County’s annual contribution to **Saginaw County Community Mental Health Authority**, which requires a Public Hearing to amend Resolution “E” as adopted on May 20, 1997 and amended on December 14, 1999.
(Refer to Board Report 8-25-20-4.6/Res. “B”)

The Budget/Audit Committee at its September 10, 2020 meeting considered additional requests from departments and made amendments to Draft #2 of the 2021 Budget. These amendments were incorporated as Draft #3 of the Fiscal Year 2021 Budget. The changes contained in Draft #3 of the FY 2021 Budget include:

- Adjustment to the SCCJCC Mobile Data Replacement fund with a decrease from \$100,000 to \$75,000 for both the County and 9-1-1
- Adjustments to various Sheriff budgets as follows:

Jail budget

- Eliminate revenue from housing of Genesee County inmates (\$204,400) and increase the revenue of housing inmates from US Marshall Service to \$380,000, with a net amount of \$300,000 contributed to support Law Enforcement activities;
- Eliminate 2 Transport Officer (Deputy) PCNs (101332 and 101427) and add 2 Security (S.O.) Officer PCNs;

Law Enforcement budget:

- Increase estimated property tax revenue collections to \$8,879,350;
- Add 4 Patrol Officer (Dep) PCN's and increase part-time temporary wages to \$100,000;
- Increase of \$422,000 for the purchase of 8 Tahoe's, 1 Charger and 1 unmarked unit;
- Increase of \$31,000 for the purchase of body cameras, \$68,000 for Lexipol, \$30,000 for the purchase of stop sticks, \$12,000 for the annual in-car camera maintenance agreement, and \$13,800 for ammunition, pepper spray and Tasers;

Public (Capital) Improvement Sheriff's Restricted budget:

- Increase of \$10,000 for the purchase of radios, Tasers and batteries and \$50,000 for the purchase of a jail inmate transport van;



Local Corrections Officer Training budget:

- Increase of \$5,400 for ammunition and Taser cartridges;

Sheriff Special Projects budget:

- Reduction of 1 PCN (to be absorbed into Law Enforcement fund) due to the decrease in Selective Enforcement Grant;
- Increase of \$6,598 contribution from the Law Enforcement fund to cover expenses in excess of the Selective Grant award amount.
- Adjustment to the Health Department to amend its 2021 Fee Schedule and increase estimated revenues by \$17,000 to reflect a 5% increase; increase its budget by \$1,241,766 due to additional grant awards; and an additional \$650,000 contribution from the General Fund from CARES Act revenues
- Adjustment to the Maintenance Public Improvement budget by \$29,882 to address issues in the large employee parking lot

Resolution A contains the amended total budget for the County including the General Fund. The amended total County Budget for Fiscal 2021 is \$169,018,296 which is a 5.47% percent decrease from the current amended Fiscal 2020 Budget. The amended General Fund Budget for Fiscal 2021 is \$49,482,395 which represents a decrease of \$1,650,934 or 3.22% percent over the current amended Fiscal 2020 Budget. The General Fund budget includes the use of \$1,783,232 in fund balance and will be subject to further expense control to ensure expenditures do not exceed revenues. Resolution A also contains the proposed County millage rates to be levied December 1, 2020 and July 1, 2021, as well as the authorization of the 9-1-1 surcharge to fund operations as set forth in the 2021 Budget. ****Res. A was amended at the September 22, 2020 Board Session to include six (6) months of funding to MSU Extension and the Prosecutor's Office as follows:***

- **MSU Extension at \$90,000 with the understanding Mr. Rankin and/or MSU Extension would use the \$90,000 to (1) leverage federal and state grant funding for Saginaw County programs at a 1:5 ratio; (2) cover direct program expenditures benefiting Saginaw County residents; and (3) prepare and submit a report to Human Services Committee documenting what programs were provided and who in Saginaw County benefited from the programs; and,**
- **The Saginaw County Prosecutor's Office at \$112,398, which represents salary/wages and benefits for three clerical positions (PCN 101255 Legal Clerk II; PCN 101236 Legal Specialist I; and PCN 101256 Legal Specialist I). The Prosecutor will submit to Budget Audit Committee alternate ideas on how to meet the 4.21 percent budget reduction.**

Resolution B lists salaries for elected/appointed officials including judges and non-union employees. The salaries of elected/appointed officials have been set by the Saginaw County Board of Commissioners and the salaries of judges have been set by the State Officers Compensation Commission.

Resolution C sets forth the prioritized Capital Improvement Budget for Fiscal Year 2021, which totals \$16,816,935, a \$646,742 decrease over the current amended FY 2020 budget.



Resolution D sets fees for all departments controlled by the Saginaw County Board of Commissioners, as amended from year to year.

A public hearing was held at the August 25, 2020 session to allow comment on the proposed FY 2021 Budget, as amended, and on the proposed millages to be levied in December 2020 and July 2021. Notice was previously published in *The Saginaw News* and copies of the budget material will be made available to the public at the meeting.

It is the recommendation of your committee that Draft #3 of the Controller’s recommended Fiscal Year 2021 Budget containing Budget Resolutions A, B, C and D be approved as submitted.
*AS AMENDED (SEE RES. A)

Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair
James G. Theisen
Michael A. Webster

Amos O’Neal, Vice-Chair
Carl E. Ruth

**BUDGET
RESOLUTION A
(As Amended)
September 22, 2020**

PRESENT: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster – 11*

Commissioner Krafft offered the following amended resolution and moved for adoption. The motion was seconded by Commissioner Hadsall. The motion carried after the following roll call vote:

Yeas: *Cheryl M. Hadsall, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster – 8*

Nays: *Kathleen K. Dwan, Kyle R. Harris, Kirk Kilpatrick – 3*

TOTAL: - 11

WHEREAS, The Saginaw County Board of Commissioners ("Board") has examined the 2019 annual financial report and budget requests for the 2021 Fiscal Year for the various departments, agencies, offices and activities ("Budgetary Centers"), which it by law or by policy must finance or assist in financing; and,

WHEREAS, The Board has taken into consideration the fact that there are certain required functions of county government or operations which must be budgeted at serviceable levels in order to provide statutory and Constitutionally required services and programs; and,



WHEREAS, The Uniform Budget and Accounting Act ("UBAA"), MCLA 141.421, et seq., requires that the Board enact a General Appropriation Act designed to appropriate for all County expenditures in the General Fund and all Special Revenue Funds; and,

WHEREAS, The Board has the authority to enact a Special Appropriations Act designed to appropriate for all County expenditures in other County funds; and,

WHEREAS, The Board has reviewed the Budget/Audit Committee’s recommended Budget for Fiscal 2021 and believes the same to contain funds sufficient to finance all mandatory County funded services at or beyond a serviceable level.

NOW, THEREFORE, BE IT RESOLVED, That the Fiscal 2021 Saginaw County Budget as summarized below and set forth in the Budget/Audit Committee’s recommended budget dated September 22, 2020, which is incorporated by reference herein, is hereby adopted on a fund and activity basis for all funds, subject to all County policies regarding the expenditure of funds and the conditions set forth in this Resolution. The Controller shall monitor each fund on an activity and a category basis and also provide appropriate interim financial reports.

SAGINAW COUNTY FISCAL 2021 BUDGET SUMMARY

<u>FUND NAME</u>	<u>2021 BUDGET</u>	<u>GENERAL FUND APPRO.</u>
General Operating	\$ 42,641,965	\$ 42,651,965
Law Enforcement	10,221,670	440,375
Parks & Recreation	2,200,337	-
GIS System	237,888	-
Friend of Court	5,285,502	1,179,505
Health Services	12,580,218	2,411,636
Solid Waste Management	338,213	-
Lodging Excise Tax	1,820,807	-
Principal Resident Exemp Denial	6,727	-
Event Center	1,179,505	-
Castle Musm & Historical Society	1,053,974	-
Commission on Aging	5,179,173	-
Mosquito Abatement Commission	3,743,928	-
Dredged Materials Disposal Facility	15,690	-
Planning	385,409	-
Brownfield Redevelopment Authority	600	-
Economic Development Corp	22,737	-
Public Improvement	921,161	-
Courthouse Preservation Technology	75,500	-
Animal Care & Control	2,391,261	-
Land Reutilization Fund	889,152	-
Small Cities Reuse	29,950	-
Register of Deeds Automation Fund	282,260	-
Indigent Defense System Fund	3,903,836	-
E-911 Telephone Surcharge	6,959,496	-



Mobile Data Maint/Replace	532,825	-
Local Correction Officers Training	88,977	-
Concealed Pistol Licensing	94,533	-
Law Library	57,500	51,000
County Library (Board)	50,000	-
MI Works-Service Centers	988,500	-
Michigan Works Administration	17,755,841	-
Remonumentation Grant	90,216	-
Special Projects	1,286,975	101,713
Sheriff Special Projects	849,030	-
Prosecutor Special Projects	277,277	52,006
Corrections Special Projects	457,876	-
MSU Extension Special Projects	90,000	90,000
Social Welfare	17,100	17,100
Child Care Probate/Juvenile Home	5,361,806	2,361,433
Child Care Welfare	875,160	330,060
Veterans Relief	8,000	8,000
Parking System	80,000	-
Delinquent Property Tax Foreclosure	2,022,353	-
Land Bank Authority	1,131,064	-
Airport	799,397	-
Inmate Services	1,011,671	-
Retiree Health Savings Plan	401,000	-
MERS Retirement Fund	4,310,607	-
Information Technology	4,596,814	-
Equipment Revolving Fund	3,800	-
Soil Erosion	171,627	-
Local Site Remediation Revolving	284,300	-
Motor Pool	359,012	-
Risk Management	1,447,178	-
Investment Services	69,632	-
Employee Benefits	9,981,630	-
HealthSource Saginaw	303	-
Saginaw Children’s Zoo Millage	1,047,569	-
Library (Penal)	606,000	-
PostEmployment Health Benefits	5,620,835	-
DC Pension Trust Fund	4,027,327	-
TOTAL	<u>\$ 169,220,694</u>	<u>\$49,684,793</u>

BE IT FURTHER RESOLVED #1, That the bound copy of said Budget as presented to each member of the Board be designated as an official copy; and,

BE IT FURTHER RESOLVED #2, That the following tax rates are hereby authorized to be levied for the 2020 tax year (Fiscal 2021 budget year) for a total County levy of 9.9091 mills including authorized debt service as summarized below:



2020 AUTHORIZED TAX RATES - FISCAL 2021 BUDGET MILLAGE SUMMARY

<u>Purpose</u>	<u>Millage</u>	<u>Fund</u>
General Govt Operations-July 2021	4.8558 Mill**	General Operating
County Parks	.2942 Mill	Parks & Recreation
Castle Museum	.1997 Mill	Castle Museum & Hist.
Mosquito Control	.6400 Mill	Mosquito Abatement
Senior Citizens	.5900 Mill	Commission on Aging
County Event Center	.2250 Mill	Event Center
Sheriff Services	1.7500 Mill	Law Enforcement
Animal Control	.4250 Mill	Animal Control
Saginaw Children’s Zoo	.2000 Mill	Children’s Zoo
Saginaw County 9-1-1 Authority	<u>.2800 Mill</u>	9-1-1 Authority
Total, Operating Millages	<u>9.4597 Mill</u>	
Debt-Hospital Bonds	<u>.4494 Mill</u>	Hospital Const. Debt
Total, Debt Millages	<u>.4494 Mill</u>	
GRAND TOTAL	<u>9.9091 Mill</u>	

** July 2021 General Operating levy subject to the provisions of the Headlee Adjustment.

BE IT FURTHER RESOLVED #3, That the Board of Commissioners hereby authorizes a 9-1-1 Emergency Services Funding Assessment in an amount not to exceed \$2.65 per month. This charge shall be placed upon all devices capable of E 9-1-1 service. This charge may further be subject to the Michigan Public Service Commission modification and approval; and,

BE IT FURTHER RESOLVED #4, That the sum of \$169,220,694 as set forth in the Budget adopted by this Board is hereby appropriated for the use of several departments, for the purpose of defraying and paying boards of the County of Saginaw for all costs and expenses of every kind and nature, incident to every County function for the fiscal year beginning October 1, 2020 and ending September 30, 2021; and,

BE IT FURTHER RESOLVED #5, That said sum is appropriated to and shall be available for expenditures from several funds in accordance with the law, and no obligation or liability shall be incurred, nor any vouchers drawn in payment thereof by any County department, which shall not be confined to the objects or categories of expenditures but, which shall exceed the amount appropriated therefore, as set forth in the categories of said budget; and,

BE IT FURTHER RESOLVED #6, That all County elected officials and County department heads shall abide by the Purchasing Procedures and Personnel Manuals, as adopted and amended by this Board and that the budgeted funds are appropriated contingent upon compliance with said Purchasing Procedures and Personnel Manual; and,

BE IT FURTHER RESOLVED #7, That the approved employee positions on the Position Control Number Roster List contained in the Budget, shall limit the number of employees who can be employed and no funds are appropriated for any position or employee not on the Approved Position Control Number Roster. Further, there may be a need to increase or decrease various positions within the Budget and/or impose a hiring freeze and/or impose layoffs due to the unforeseen financial changes;



therefore, the Approved Position Control Number Roster List may be changed from time to time by the Board and/or the Board may impose a hiring freeze. The County elected officials and County department heads shall abide by whatever changes are made by the Board, if any, relative to the approved positions and the number of employees stated in the Position Control Number Roster List; and,

BE IT FURTHER RESOLVED #8, That the authorized positions in the Position Control Number Roster List contained in each budget indicates the authorized maximum number of employees in their respective classifications for that budget. Any deviations from said list must be specifically approved by the Board; and,

BE IT FURTHER RESOLVED #9, That certain positions contained in the Position Control Number Roster List which are supported in some part by a grant, cost sharing, child care reimbursement, or other source of outside funding, are only approved contingent upon the County receiving the budgeted revenues. In the event outside funding is not received, or the County is notified that it will not be received, then said positions shall be considered unfunded and removed from the Approved Position Control Number Roster List; and,

BE IT FURTHER RESOLVED #10, That the Controller is authorized upon request of the respective elected official or department head to transfer persons from certain positions contained in the Position Control Number Roster List, which are supported in some part by grant, cost sharing, child care reimbursement or other source of outside funding, to another grant funded position in order to reduce County cost; and,

BE IT FURTHER RESOLVED #11, That revenues received by the County under Public Act 106 and 107, 1985 (Convention Facility Tax revenues) shall not be used to reduce the County's operating millage levy (2021 Budget Year) as defined by Public Act 2, 1986; and,

BE IT FURTHER RESOLVED #12, That in accordance with Public Act 106 of 1985 and Public Act 2 of 1986, if 50% or approximately \$471,346 of the estimated \$942,692 Convention Facility Tax revenues not used to reduce the County's operating tax rate, shall be transmitted to the Saginaw County Substance Abuse Coordinating Agency with remaining revenues to be deposited in the County's General Fund; and,

BE IT FURTHER RESOLVED #13, That the Controller be, and hereby is appointed "Budget Administrator," pursuant to the Uniform Budget and Accounting Act, MCLA 141.421 et seq., with power to administer such duties in connection with said budget; and,

BE IT FURTHER RESOLVED #14, That the Budget Administrator be directed to disburse to the various agencies, the approved County appropriation on the basis of need as determined by the cash balances within their respective funds; and,

BE IT FURTHER RESOLVED #15, That the County Controller be authorized to transfer monies when it shall be deemed necessary as follows: from one category to another within an activity and between activities within the same fund in an annual total amount not to exceed \$75,000 for that fund; and for



the general fund, from one category to another within an activity and between activities overseen by the same department in an annual amount not to exceed \$75,000 for each department. A quarterly report of all transfers shall be made to the Budget/Audit Committee; and,

BE IT FURTHER RESOLVED #16, That the Chairman of the Board, upon recommendation of the County Controller, be authorized to sign in acceptance of grants on behalf of the County in an amount up to \$100,000 with a local match not to exceed 10% (\$10,000), if required, and if available within the requesting department's current budget; and that the County Controller be authorized to record the appropriate budget adjustment. A quarterly report of all budget adjustments and grants accepted shall be made to the Budget/Audit Committee; and,

BE IT FURTHER RESOLVED #17, That the County Controller is authorized to cause the drafting of contracts where necessary and appropriate within established budgetary limitations and that the Chairman of the Board is authorized to sign said contracts after the appropriate Elected Official/Department Head approves each contract as to lawful expenditure and the Controller approves each contract as to substance and the County Attorney approves each contract as to legal form; and,

BE IT FURTHER RESOLVED #18, That the Controller is required and directed to automatically reduce any department each time a reduction is made in Federal, State and local funds. The affected department head shall promptly make the necessary layoffs and advise those affected by the service that those services are being discontinued as a result of Federal, State, or local fund cutbacks; and,

BE IT FURTHER RESOLVED #19, That upon approval of the Controller/CAO, appropriations made for the available balances and outstanding encumbrances at fiscal year-end for grants are continued in full force and effect and shall carry over to successive fiscal years until the grants are completed or otherwise terminated; and,

BE IT FURTHER RESOLVED #20, That upon approval of the Controller/CAO, appropriations made for the available balances and outstanding encumbrances at fiscal year-end for capital projects are continued in full force and effect and shall carry over to successive fiscal years until the projects are completed or otherwise terminated; and,

BE IT FURTHER RESOLVED #21, That upon approval of the Controller/CAO, appropriations made for outstanding purchase orders and contractual encumbrances at fiscal year-end in the operating funds are continued in full force and effect and shall carry over to successive fiscal years until the projects are completed or otherwise terminated; and,

BE IT FURTHER RESOLVED #22, That the Sheriff Department be authorized to enter into law enforcement contracts which shall not result in any appropriation from the General Fund and that each separate contract for law enforcement services shall be approved by the Controller, Chairman of the Board, and County Attorney, and further provided that the Sheriff is authorized with the concurrence of the Controller, to add additional staff to perform the work as specified in the contract provided that said contract will generate all funds necessary to support the added position; and,



BE IT FURTHER RESOLVED #23, The Sheriff is hereby authorized to rent beds at the Saginaw County Jail to the United States Marshall Service/federal government to house inmates at \$53* per day with net proceeds (\$53* per day minus actual Jail related expenses currently estimated at \$80,000 annually) to support the Law Enforcement Fund in the minimum amount of \$300,000; and,

BE IT FURTHER RESOLVED #24, The County Controller/CAO is authorized to reduce the Law Enforcement Fund, including reduction in force, if the projected revenue from housing Genesee County or federal government inmates does not materialize; and,

BE IT FURTHER RESOLVED #25, Any revenue received from the rental of jail beds to Genesee County / State of Michigan or the federal government is restricted and can only be used for Law Enforcement or jail expenses; and,

BE IT FURTHER RESOLVED #26, The Board of Commissioners hereby ratified or implemented the following labor agreements: TPOAM Courthouse Employees – expires 2021; COAM-Sheriff Unit II Sergeants – expired 2019; Teamsters Local 214 Health Department and Commission on Aging – expires 2021; Teamsters Local 214 Public Health Nurses – expires 2021; COAM-Sheriff Unit III Captains & Lieutenants – expires 2021; POAM-Sheriff Unit I (312 eligible) – expires 2022; POAM Detention Youth Care Specialists – expires 2021; POAM-Animal Control Officers – expires 2021; POAM–Family Division Probation Officers – expires 2021; GELC-District Court Probation Officers – expires 2021; POAM-Prosecutors – expires 2021; POAM-Detention Supervisors – expires 2021; UAW Managers – expires 2021; UAW Professionals – expires 2021; UAW Paraprofessionals – expires 2021; POAM-Sheriff Unit I (non 312 eligible and clerical) – expires 2021; Controller/CAO contract – expires January 2021 (*at end of each contract year, the term shall be extended one additional year); and Health Officer Contract – expires October 2020 (*term automatically renews annually); and,

BE IT FURTHER RESOLVED #27, That it is the determination of the Board of Commissioners for the 2021 Fiscal Year that the County is in compliance with Public Act 152 of 2011, and that determination is to stay within the hard dollar caps for employee health insurance as set and adjusted by the Public Act.

Yeas: *Cheryl M. Hadsall, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster – 8*

Nays: *Kathleen K. Dwan, Kyle R. Harris, Kirk Kilpatrick – 3*

TOTAL: - 11

Respectfully Submitted,

SAGINAW COUNTY BOARD OF COMMISSIONERS

Michael A. Webster, Chairman

Adopted: September 22, 2020



**BUDGET
RESOLUTION B
September 22, 2020**

PRESENT: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster – 11*

Commissioner Krafft offered the following resolution and moved for adoption. The motion was seconded by Commissioner Ruth.

WHEREAS, The Board of Commissioners has established salaries of all officials and employees of Saginaw County, with the exception of unsettled bargaining units of the County; and,

WHEREAS, It is the intent of the Board of Commissioners that the salaries established are in lieu of any and all fees, either County or State, collected by any said employee or official; and,

WHEREAS, The Board of Commissioners of Saginaw County desires at this time to adopt a salary schedule for the fiscal year beginning October 1, 2020 and ending September 30, 2021.

NOW, THEREFORE, BE IT RESOLVED, That the respective departments be and are hereby restricted to the staffing level as provided in the Departmental Personnel Schedule in the 2021 Budget at rates of compensation set forth in attached Salary Schedules for the fiscal year beginning October 1, 2020 and ending September 30, 2021.

BE IT FURTHER RESOLVED #1, That fees and/or remunerations of any kind received by a County employee or official in the performance of his/her official duties shall be forthwith turned over to the Treasurer of Saginaw County by said employee or official and same shall be credited to the General Fund of Saginaw County. The exceptions would be those fees or remunerations (i.e. per diems) specifically established by law or authorized by the Board of Commissioners, which shall be allowed; and,

BE IT FURTHER RESOLVED #2, That the elected officials, appointees, and employees shall be paid for the fiscal year on a bi-weekly basis in the grades and steps as provided in the Departmental Personnel Schedule in said 2021 Budget; and,

BE IT FURTHER RESOLVED #3, That all salaries paid to said employees shall be based on length of service with Saginaw County in accordance with the aforementioned Salary Schedules, except as otherwise provided in the Personnel Policy Manual; and,

BE IT FURTHER RESOLVED #4, That County wide Elected Official’s (County Clerk, County Treasurer, County Prosecutor, Public Works Commissioner, Register of Deeds, and Sheriff) compensation be adjusted at the same percentage wage rate for County nonunion employees; and,



BE IT FURTHER RESOLVED #5, That the proper County officials be authorized and directed to adjust the budgets of the departments staffed by members of bargaining units in accordance with the contracts approved by the Board of Commissioners.

Yeas: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 11*

TOTAL: - 11

Respectfully Submitted,
SAGINAW COUNTY BOARD OF COMMISSIONERS
Michael A. Webster, Chair

Adopted: September 22, 2020

[Res. B Elected/Appointed Officials Compensation Chart on Next Page]



**RESOLUTION B
COUNTY OF SAGINAW
ELECTED/APPOINTED OFFICIALS COMPENSATION**

NUMBER	TITLE	01/01/2020 AMOUNT	01/01/2021 AMOUNT
1	Chairman, Board of Commissioners	\$ 14,137	\$ 14,137
4	Vice Chair (1), Committee Chair (3), Board of Commissioners	11,689	11,689
6	Member, Board of Commissioners	10,874	10,874
5	Circuit Court Judge	148,469 **	148,469 **
5	District Court Judge	146,721 **	146,721 **
2	Probate Court Judge	152,201 **	155,621 **
1	Clerk	85,230 *	85,230 *
1	Register of Deeds	83,776 *	83,776 *
1	Treasurer	94,315 *	94,315 *
1	Public Works Commissioner	94,165 *	94,165 *
1	Sheriff	113,972 *	113,972 *
1	Prosecutor	142,704 *	142,704 *
3	Veterans Relief Commission	1,200	1,200
1	Chairman, Road Commission	6,000	6,000
4	Member, Road Commission	5,000	5,000
3	Member, Department of Human Services Board	4,000	4,000

* See Budget Resolution B – compensation to be adjusted at the same percentage wage rate as County nonunion employees.

** Judges’ annual salaries are paid pursuant to State law.



**BUDGET
RESOLUTION C
September 22, 2020**

PRESENT: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster – 11*

Commissioner Krafft offered the following resolution and moved for adoption. The motion was seconded by Commissioner Ruth.

WHEREAS, The Saginaw County Board of Commissioners (“Board”) has examined the 2021-2025 Capital Improvement Plan for the 2021 Fiscal Year as submitted by the Saginaw County Controller/CAO; and,

WHEREAS, The State of Michigan, Public Act 2 of 1968, as amended, known as the Uniform Budget and Accounting Act requires local units of government to develop, update and adopt a plan each year in conjunction with the regular budget process. The Capital Improvement Plan is a five-year outline of recommended projects, estimated costs and proposed means of financing. The intent is to identify needs and plan for expenditures to meet those needs in an orderly, but flexible manner.

NOW, THEREFORE, BE IT RESOLVED, That the County of Saginaw Capital Improvement Plan for the 2021 Fiscal Year is hereby adopted, subject to the availability of funds.

BE IT FURTHER RESOLVED, That the proper County officials be authorized and directed to proceed with the priority A projects, as attached, for the 2021 Fiscal Year.

Yeas: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 11*

TOTAL: - 11

Respectfully Submitted,
SAGINAW COUNTY BOARD OF COMMISSIONERS
Michael A. Webster, Chair

Adopted: **September 22, 2020**



**County of Saginaw
Five Year Capital Budget
Covering Years 2021-2025**

Capital Needs/Requests

Department	Total of Requests	Year Requested & Estimated Amount					
		2021		2022	2023	2024	2025
		Approved	Not Approved				
Animal Control	\$9,000,000	\$9,000,000	\$0	\$0	\$0	\$0	\$0
Board of Commissioners	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Circuit Court	\$341,335	\$0	\$61,267	\$122,534	\$122,534	\$25,000	\$10,000
Commission on Aging	\$716,000	\$80,000	\$0	\$264,000	\$124,000	\$124,000	\$124,000
Community Corrections / Jail Reimbursement Offices	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Controller's Office	\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$0
County Clerk	\$5,250	\$5,250	\$0	\$0	\$0	\$0	\$0
70th District Court	\$145,000	\$0	\$0	\$30,000	\$25,000	\$30,000	\$60,000
Equalization	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Family Division	\$76,000	\$0	\$31,000	\$35,000	\$10,000	\$0	\$0
Friend of the Court	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Health Department	\$0	\$0	\$0	\$0	\$0	\$0	\$0
HW Browne Airport	\$2,431,667	\$166,667	\$0	\$1,420,000	\$65,000	\$780,000	\$0
Information Systems & Services	\$9,812,758	\$5,167,258	\$0	\$2,722,000	\$1,054,500	\$707,000	\$162,000
Juvenile Detention Center	\$525,000	\$0	\$167,000	\$199,000	\$159,000	\$0	\$0
Maintenance –Asbestos	\$255,000	\$51,000	\$0	\$51,000	\$51,000	\$51,000	\$51,000
Maintenance –Bagley St.	\$150,000	\$15,000	\$0	\$90,000	\$15,000	\$15,000	\$15,000
Maintenance – County Office Building	\$150,000	\$120,000	\$15,000	\$15,000	\$0	\$0	\$0
Maintenance – Courthouse	\$997,982	\$486,982	\$184,000	\$146,000	\$134,000	\$41,000	\$6,000
Maintenance – Other County Properties	\$361,600	\$121,100	\$117,500	\$73,000	\$50,000	\$0	\$0
Maintenance – Jail	\$40,000	\$40,000	\$0	\$0	\$0	\$0	\$0
Maintenance – Sheriff Admin. / 911	\$50,050	\$0	\$50,050	\$0	\$0	\$0	\$0
Medical Examiner	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Michigan Works **	\$0	N/A	N/A	N/A	N/A	N/A	N/A
Mosquito Abatement	\$1,218,974	\$431,750	\$0	\$277,000	\$214,620	\$176,865	\$118,739
Parks & Recreation	\$1,224,400	\$968,900	\$0	\$99,000	\$82,500	\$74,000	\$0
Planning	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Probate Court	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Prosecutor's Office	\$102,500	\$0	\$63,000	\$39,000	\$500	\$0	\$0



Board of Commissioners – September 22, 2020

Public Works	\$304,000	\$37,000	\$37,000	\$37,500	\$76,000	\$38,500	\$78,000
Register of Deeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sheriff Less than \$5,000 (Bulletproof Vests, Ammo, Taser Cartridges, Pepper Spray)	\$177,685	\$0	\$36,316	\$41,246	\$27,201	\$36,731	\$36,191
Sheriff – Inmate Services	\$32,200	\$6,200	\$0	\$6,300	\$6,300	\$7,100	\$6,300
Sheriff – Jail	\$162,333	\$62,829	\$500	\$13,329	\$11,443	\$61,443	\$12,789
Sheriff – Law Enforcement (Road Patrol)	\$1,358,599	\$29,999	\$254,740	\$268,465	\$268,465	\$268,465	\$268,465
Sheriff – Emergency Services	\$5,000	\$0	\$1,000	\$1,000	\$0	\$1,500	\$1,500
Treasurer's Office	\$17,000	\$17,000	\$0	\$0	\$0	\$0	\$0
Totals for All Departments	\$29,670,333	\$16,816,935	\$1,018,373	\$5,950,374	\$2,497,063	\$2,437,604	\$949,984
** See detail page for further Departmental information.							

Means of Financing	Total of Requests	Year Requested & Estimated Amount					
		2021		2022	2023	2024	2025
		Approved	Not Approved				
Animal Control	\$9,000,000	\$9,000,000	\$0	\$0	\$0	\$0	\$0
Building Authority	\$25,050	\$0	\$25,050	\$0	\$0	\$0	\$0
Child Care	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Commission on Aging	\$197,060	\$22,340	\$0	\$148,680	\$8,680	\$8,680	\$8,680
Courthouse Preservation Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Delinquent Tax Revolving	\$8,000	\$8,000	\$0	\$0	\$0	\$0	\$0
District Court-Special Parking Fund	\$90,000	\$0	\$0	\$0	\$0	\$30,000	\$60,000
Donations	\$214,700	\$214,700	\$0	\$0	\$0	\$0	\$0
Drain Revolving Maintenance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Emergency Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal Grant	\$2,707,440	\$207,660	\$0	\$1,393,320	\$173,820	\$817,320	\$115,320
Friend of the Court	\$0	\$0	\$0	\$0	\$0	\$0	\$0
General Fund	\$116,829	\$0	\$39,829	\$0	\$38,000	\$0	\$39,000
Health Department	\$0	\$0	\$0	\$0	\$0	\$0	\$0
HW Browne Airport	\$121,583	\$8,333	\$0	\$71,000	\$3,250	\$39,000	\$0
Information Systems & Services	\$9,812,758	\$5,167,258	\$0	\$2,722,000	\$1,054,500	\$707,000	\$162,000
Inmate Services	\$32,200	\$6,200	\$0	\$6,300	\$6,300	\$7,100	\$6,300
Law Enforcement	\$1,482,151	\$29,999	\$279,627	\$298,082	\$285,823	\$295,253	\$293,367
Local Corrections Officer Training	\$15,900	\$0	\$3,000	\$3,100	\$3,200	\$3,300	\$3,300
Mosquito Abatement	\$1,218,974	\$431,750	\$0	\$277,000	\$214,620	\$176,865	\$118,739
Motor Pool	\$0	\$0	\$0	\$0	\$0	\$0	\$0



Parks & Recreation	\$500,500	\$245,000	\$0	\$99,000	\$82,500	\$74,000	\$0
Public Improvement-General	\$2,813,667	\$767,332	\$664,767	\$750,534	\$516,034	\$82,500	\$32,500
Public Improvement-Restricted	\$479,737	\$153,829	\$3,500	\$70,258	\$66,486	\$116,486	\$69,178
Risk Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Road Patrol Millage	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SCCJCC	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sheriff-Special Projects	\$13,000	\$0	\$2,600	\$2,600	\$2,600	\$2,600	\$2,600
Soil Erosion	\$190,000	\$37,000	\$0	\$37,500	\$38,000	\$38,500	\$39,000
State Grant	\$630,783	\$517,533	\$0	\$71,000	\$3,250	\$39,000	\$0
Unidentified	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$29,670,333	\$16,816,935	\$1,018,373	\$5,950,374	\$2,497,063	\$2,437,604	\$949,984

**BUDGET
RESOLUTION D
September 22, 2020**

PRESENT: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster – 11*

Commissioner Krafft offered the following resolution and moved for adoption. The motion was seconded by Commissioner Ruth.

WHEREAS, The Board of Commissioners has established fees for services for all elected offices and departments of Saginaw County; and,

WHEREAS, It is the intent of the Board of Commissioners that the fees for services established are to be approved annually through the budget adoption process; and,

WHEREAS, The Board of Commissioners has incorporated as part of the Fiscal 2021 Budget a County Fee Schedule which shall set the various fees of the County for the fiscal year beginning October 1, 2020 and ending September 30, 2021; and,

WHEREAS, The fees listed in the County Fee Schedule shall not be changed without full Board of Commissioners approval during the year.

NOW, THEREFORE, BE IT RESOLVED, That the fees to be charged and collected by the various elected offices and departments of Saginaw County are those fees contained with the County Fee Schedule which is made part of the Fiscal 2021 Budget.



Yeas: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 11*

TOTAL: - 11

Respectfully Submitted,
SAGINAW COUNTY BOARD OF COMMISSIONERS
Michael A. Webster, Chair

Adopted: **September 22, 2020**

COUNTY OF SAGINAW

**Fee Schedule
2020 ~ 2021 Budget**

The following Fees shall be incorporated into the Fee schedules for the following departments and shall become effective on October 1, 2020.

<u>Fee Description</u>	<u>Authority</u>	<u>FY 2020 Approved Fee</u>	<u>FY 2021 Recommended Fee</u>
<u>All Departments (Unless Otherwise Noted)</u>			
Freedom of Information Act (FOIA) Fees	County Policy #112	Subject to Change – see County Policy #112	Subject to Change – see County Policy #112
Record Copying - Copy Machine	County	1.00 per Page	1.00 per Page
Non - Certified Copies	County	1.00 per Page	1.00 per Page
Record Copying - Police Reports for Defense Attorney-Prosecutor	County	1.00 per Page	1.00 per Page
Faxing Service Fee	County	2.00 per Page	2.00 per Page
Email Fee ("No-Touch" Document Fee)	County	-----	Up to 5.00 per Document Emailed
Re-Printing of W-2's	County	10.00	10.00
<u>Animal Control</u>			
<u>Dog Licenses</u>			
Regular (Unaltered) (Before March 1)	County Ordinance #110 (Am. 2010)	\$25.00	\$25.00
Regular (Unaltered) (After March 1)	County Ordinance #110 (Am. 2010)	50.00	50.00
Unsexed (Altered) (Before March 1)	County Ordinance #110 (Am. 2010)	12.00	12.00
Unsexed (Altered) (After March 1)	County Ordinance #110 (Am. 2010)	24.00	24.00



Seniors Unsexed (Altered) (Before March 1)	County Ordinance #110 (Am. 2010)	5.00	5.00
Seniors Unsexed (Altered) (After March 1)	County Ordinance #110 (Am. 2010)	10.00	10.00
Administrative Fee for Replacement of Lost License	County Ordinance #110 (Am. 2010)	5.00	5.00
<u>Miscellaneous Fees</u>			
Animal Complaint Report Fees	County	1.50	1.50
Animal Trap Fees	County	10.00	10.00
Board & Care of Animals	County Ordinance #110 (Am. 2010)	15.00 per Day	15.00 per Day
Dead Animal Disposal Fee	County	9.00	9.00
Dead Animal Pick Up Service Fee	County	75.00 + 9.00 Disposal Fee	75.00 + 9.00 Disposal Fee
Euthanasia Fee	County	30.00	30.00
Euthanasia Disposal Fee	County	15.00	15.00
Fees & Charges - Animal Cruelty	State	Court Ordered	Court Ordered
Impoundment Fees - 1st Offense	County	60.00	60.00
Impoundment Fees - 2nd Offense	County	120.00	120.00
Impoundment Fees - 3rd Offense (if animal is <u>not</u> spayed/neutered)	County	200.00	200.00
Impoundment Fees - 3rd Offense (if animal is already spayed/neutered)	County	200.00	200.00
Kennel License Fee 10 or Less (Before June 1)	County Ordinance #110 (Am. 2010)	10.00	10.00
Kennel License Fee 11 or more (Before June 1)	County Ordinance #110 (Am. 2010)	25.00	25.00
Kennel License Fee 10 or Less (After June 1)	County Ordinance #110 (Am. 2010)	20.00	20.00
Kennel License Fee 11 or more (After June 1)	County Ordinance #110 (Am. 2010)	50.00	50.00
Kennel Inspection Fees	County Ordinance #110 (Am. 2010)	50.00	50.00
Owned Animal Pick Up	County	35.00 per Animal	35.00 per Animal
Sales - Dogs	County	125.00	125.00
Sales - Dogs Over 7	County	50.00	50.00
Sales - Cats	County	50.00	50.00
Sales - Other Animals	County	15.00	15.00
Spay/Neuter Deposit - Retail	State (MCL 287.338a)	100.00	100.00
Spay/Neuter Deposit - Rescues	State (MCL 287.338a)	25.00	25.00



Board of Commissioners

Use of Board Chambers & Committee Rooms	County	\$100.00 Half-Day (1-4 Hours)	\$100.00 Half-Day (1-4 Hours)
Use of Board Chambers & Committee Rooms	County	200.00 Full-Day (4-8 Hours)	200.00 Full-Day (4-8 Hours)
Cancellation Fee	County	50.00	50.00

Circuit Court

Court Costs	State	Varies	Varies
Crime Victim Rights Fee	State (MCL 780.05)	130.00	130.00
Child Support Show Cause Fee	County	150.00	150.00
Court Cost Reimbursement-State Prisoners	State (MCL 800.452)	Varies	Varies
Penal Fines	State (MCL 397.36)	Varies	Varies
State Minimum Fee	State	68.00 x Convicted Count	68.00 x Convicted Count
Costs of Prosecution	State (MCL 769.1f)	Varies	Varies
Emergency Response Reimbursement	State (MCL 769.1f)	Varies	Varies
Driver License Clearance Fee	State (MCL 257.321a)	45.00	45.00
Reimbursement - Court Appointed Attorney	Court	Varies	Varies
20% Late Penalty	State (MCL 600.4803(1))	20% of Non-Restitution	20% of Non-Restitution
NSF Check Fee	Court	25.00	25.00
Contempt Fees	Court	Varies	Varies
Cost to Compel Appearance	State (MCL 769.1k(2))	Varies	Varies

Commission on Aging

Transportation Fees	County	\$2.00 One Way Trip	\$2.00 One Way Trip
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County Clerk

Assumed Name	State	\$16.00	\$16.00
Assumed Name Address Change		10.00	10.00
Assumed Name Discontinuance		10.00	10.00
Assumed Name Timely Renewal	State	14.00	14.00
Certified Copies (Birth, Deaths, Marriages)	County	15.00	15.00
Certified Copies - Additional Copies	County	7.00	7.00
Co-Partnership Filing		10.00	10.00
Co-Partnership Address Change		10.00	10.00



Co-Partnership Discontinuance		10.00	10.00
Concealed Weapon Permit - NEW & REAPPLY	State (MCL 28.425b(5); 28.425b(9))	100.00	100.00
Concealed Weapon Permit - RENEWAL	State (MCL 28.425l(1))	115.00	115.00
Concealed Weapon Permit Replacement	State (MCL 28.425b(15))	10.00	10.00
Concealed Weapon Appeal	State	150.00 + 25.00 Electronic Filing Fee	150.00 + 25.00 Electronic Filing Fee
Concealed Weapon Restoration of Right (Appeal)	State	150.00 + 25.00 Electronic Filing Fee	150.00 + 25.00 Electronic Filing Fee
Discharge of Property Lien	County	20.00	20.00
Election Copies (per Page)	County	1.00	1.00

Fingerprinting Charges:

CCW Fingerprinting Charge	State (MCL 28.425b sec 9)	15.00	15.00
Other Fingerprinting Charge (Electronic)	State (MCL - various)	70.00	70.00
Fingerprinting Charge (Print Board)	County	20.00 First Card + 5.00 each Additional Card	20.00 First Card + 5.00 each Additional Card
Irrevocable Consent	State	2.00	2.00
Mailing Service Fee	County	1.00	1.00
Marriage Fees	State (MCL 551.7-j4)	-----	20.00

Qualified Voter File Copies

All Reports	County	0.25 per Page	0.25 per Page
Labels (30 Labels per Sheet)	County	0.45	0.45
Copy on Paper Household Label Option	County	0.25 per Page	0.25 per Page
Copy of List on Computer Disc (per Voter)	County	50.00	50.00
Email List	County	0.25 per Page	0.25 per Page
Marriage License In County	State (MCL 551.103)	20.00	20.00
Marriage License Out County	State	30.00	30.00
Marriage License Waiver	County	10.00	10.00

Qualified Voter File Maintenance

Under 500 Registered Voters	County	150.00	150.00
500-999 Registered Voters	County	200.00	200.00
1,000-1,999 Registered Voters	County	300.00	300.00
2,000-2,999 Registered Voters	County	400.00	400.00
3,000+ Registered Voters	County	500.00	500.00

Notarization

Notary Bond Filing	State	10.00	10.00
Notary Acknowledgement (per Document)	County	5.00	5.00
Per Document No Typing	County	3.00	5.00
Per Document We Do Typing	County	5.00	8.00



Passports

Passport Application Processing Fee	Federal	35.00	35.00
Passport Photos	County	10.00	10.00
New Passport Book Application (Persons 16 & Over)	Federal	110.00	110.00
New Passport Book Application (Persons 15 & Under)	Federal	80.00	80.00
New Passport Card Application (Persons 16 & Over)	Federal	30.00	30.00
New Passport Card Application (Persons 15 & Under)	Federal	15.00	15.00
Passport Application Expediting Fee	Federal	60.00 + Overnight Delivery Costs	60.00 + Overnight Delivery Costs
Renewal Passport Book Application (Persons 16 & Over)	Federal	110.00	110.00
Renewal Passport Card Application (Persons 16 & Over)	Federal	30.00	30.00

Court Fees

Admit to Bar	State	25.00	25.00
Appeal Fees	State	Varies	Varies
Appeal from District Court	State	175.00	175.00
Appeal to Court of Appeals	State	25.00	25.00
Application to Set Aside Conviction Packet	County	2.00	2.00
Bond Costs	State	Varies	Varies
Court Copy (per Page)	State	1.00	1.00
Certification	State	10.00	10.00
Custody/Parenting Time	State	100.00	100.00
Debtor Discovery Subpoena Judgment	State	15.00	15.00
Divorce Packet	County	75.00	75.00
Divorce Packet with Children	County	85.00	85.00
Drivers' License Clearance Fee	State	45.00	45.00
	(MCL 257.321c)		
Filing Fee - Civil	State	150.00 + 25.00 Electronic Filing Fee	150.00 + 25.00 Electronic Filing Fee
Foreign Judgment	State	150.00 + 25.00 Electronic Filing Fee	150.00 + 25.00 Electronic Filing Fee
Garnishment Fee	State	15.00	15.00
Judgment Fee (Divorce with Children)	State	80.00	80.00
Jury Fee	State	85.00	85.00
Motion Fee	State	\$20.00	\$20.00
Name Change Packet	County	5.00	5.00
Order of Filiations Fee	State	59.00	59.00
Record Search	County	10.00	10.00
Register of Action	County	1.00 per Page	1.00 per Page
Writ of Attachment	State	15.00	15.00



Writ of Execution	State	15.00	15.00
<u>District Court</u>			
Bond Costs (10% Bonds Only)	State	10% of Bond	10% of Bond
Contempt Fees	Court	Varies	Varies
NSF Check Fee	Court	25.00	25.00
Statute Fines	State	50% of Fine	50% of Fine
Restricted License Fee	Court	25.00	25.00
Filing Fee (Claim \$10,000 - \$25,000)	State (MCL 600.8371)	150.00 + 25.00 Electronic Filing Fee	150.00 + 25.00 Electronic Filing Fee
Filing Fee (Claim \$3,000 - \$9,999)	State (MCL 600.8371)	65.00	65.00
Filing Fee (Claim \$600 - \$3,000)	State (MCL 600.8371)	45.00	45.00
Filing Fee (Claim Less than \$600)	State (MCL 600.8371)	25.00 + 10.00 Electronic Filing Fee	25.00 + 10.00 Electronic Filing Fee
Appeal Fees	State (MCL 600.6526)	25.00	25.00
Certified Copy	State (MCL 600.2546)	10.00	10.00
Certified Mail	Court	7.00	7.00
Certified Mail-Restricted	Court	10.00	10.00
Discovery Subpoena	State (MCL 600.5757)	15.00	15.00
Jury Fee	State (MCL 600.5738)	50.00	50.00
Record Check Fee	Court	10.00	10.00
Order to Seize Property	State (MCL 600.5757)	15.00	15.00
Writ of Garnishment	State (MCL 600.5757)	15.00	15.00
Marriage Fees	State (MCL 600.8316)	10.00	10.00
Costs of Prosecution	State (MCL 769.1f)	Varies	Varies
Police Reimbursement	State (MCL 769.1f)	Varies	Varies
Probation Oversight Fees	Court	30.00 per Month	30.00 per Month
Clearance Card Fees	State (MCL 257.321)	45.00	45.00
Crime Victims' Rights Fee	State (MCL 780.905)	75.00	75.00
Assessment Fees-Probation	Court	80.00	80.00
Sale of Forms	Court	0.50	0.50
Reimbursement-Court Appointed Atty	Court	Varies	Varies
Charges for Credit Bureau	Court	0.25 per Judgment	0.25 per Judgment
Assessment Fee-Courthouse Preservation Fund	Court/County	10.00	10.00
Claim (Other than Money Judgment)	State (MCL 600.8371)	65.00	65.00
Small Claims Up to \$600	State	25.00	25.00



	(MCL 600.8420)		
Small Claims \$600 - \$1,750	State	45.00	45.00
	(MCL 600.8420)		
Small Claims \$1,750 - \$3,000	State	65.00	65.00
	(MCL 600.8420)		
Summ Proceeding Possession Only	State	45.00	45.00
	(MCL 600.5756)		
Summ Proceeding Claim Up to \$600	State	25.00	25.00
	(MCL 600.8371)		
Summ Proceeding \$600 - \$1,750	State	45.00	45.00
	(MCL 600.8371)		
Summ Proceeding \$1,750 - \$10,000	State	65.00	65.00
	(MCL 600.8371)		
Summ Proceeding \$10,000 - \$25,000	State	150.00	150.00
	(MCL 600.8371)		
Motion Fee - Civil Division	State	20.00	20.00
	(MCL 600.8371)		
DNR Fish and Game	State	10.00	10.00
	(MCL 324.1609)		
Justice System Assessment - Civil Infractions	State	40.00	40.00
	(MCL 600.8381)		
Justice System Assess. - Non Civil Infractions	State	10.00	10.00
	(MCL 600.8827)		
Minimum State Costs - Simple Misdemeanors	State	50.00	50.00
	(MCL 600.8381)		
Minimum State Costs – Serious / Specified Misdemeanors	State	53.00	53.00
	(MCL 769.1j)		
MOR Assessment Fee	Court	25.00	25.00
Notice of Judgment Lien	State	10.00	10.00
	(MCL 600.2805)		
20% Late Fee Penalty	State	Varies	Varies
	(MCL 600.4803)		
PLUS Assessment Fee	Court	25.00	25.00
Default Set Aside Fee	Court	5.00	5.00
Domestic Violence Inventory Test	Court	80.00	80.00
Pre-Sentence Investigative Report	Court	50.00	50.00
Veterans Treatment Court Participation Fee	Court/County	300.00	300.00
	(11/19/13 Courts & Public Safety 3.1)		
	<u>Equalization</u>		
Electronic Transfer of Assessment Information	County	\$500.00	\$1,500.00
Services for Summer Tax Bills & Rolls (+ Maint)	County	2.00 per Parcel	2.05 per Parcel
Services for Winter Tax Bills & Rolls	County	1.00 per Parcel	1.05 per Parcel
Special Assessment Rolls	County	0.50 per Parcel	0.50 per Parcel



Tax Bills, Roll Copies or Reports Above One Set	County	-	0.10 per Page
Appraisal Folders	County	0.60	0.60
Reports/Printouts	County	10.00 + 0.10 Page	10.00 per report + 0.10 per Parcel
0-50 Labels	County	5.00 + 0.20 a Label	5.00 + 0.20 a Label
Over 50 Labels	County	5.00 + 10.00 First 50 Labels + 0.03 per Label Over 50	5.00 + 10.00 First 50 Labels + 0.03 per Label Over 50

Family Division

Adoption Fees

Adoption Fees - Petition for Adoption	State (MCL 600.880(1))	\$150.00	\$150.00
Order Confirming Adoption	State (MCL 600.2546)	10.00	10.00
Adoption Home Study	County	100.00	100.00
Bond Costs	State	10% of 10% Bond	10% of 10% Bond
Certified Copies	State (MCL 600.2546)	10.00 First Page + 1.00 each Additional Page	10.00 First Page + 1.00 each Additional Page
CD of Recorded Hearing	County	10.00	10.00

Juvenile Hearings

Court Costs- Delinquent, Traffic & Ordinance	County	100.00	100.00
State Costs - Per Charge	State (MCL 600.8381)	40.00 - 60.00	40.00 - 60.00
Victim's Rights Fee	State (MCL 780.905)	20.00	20.00
Motion, Petition, Account, Objections, Claims Hearings	State (MCL 600.8806(1))	20.00	20.00
Show Cause Hearings	State (MCL 600.4801 & 03)	100.00 + 20% Unpaid Cost/Fee	100.00 + 20% Unpaid Cost/Fee
Probation Oversight Fees	County	100.00	100.00

Friend of the Court

Judgment Fees (Non IV-D) Modification of Custody or Parenting Time	State (MCL 600.2529)	\$80.00	\$80.00
Judgment Fees (IV-D) Modification of Support	State (MCL 600.2529)	40.00	40.00
Judgment Fees (Non IV-D) Per Judgment of Divorce when Children Involved	State (MCL 600.2529)	80.00	80.00
Statutory Fees - Payers with Active Cases	State (MCL 780.173)	2.00 per Month	2.00 per Month
Caseworker Investigation Fees	County	150.00 per Petitioner	150.00 per Petitioner



	State	0.25 per Month	0.25 per Month
Payment Processing Fee Payers with Active Cases	(MCL 600.2538)		
Marriage Licenses	State (MCL 551.103)	----	----
Reimbursement - Marriage Counseling	County	Varies	Varies
Show Cause Court Fees	State (MCL 552.633)	----	100.00
Driver's License Clearance Fee	State (MCL 257.321c)	45.00	45.00

Health Department

Laboratory Fees

Routine Well Water Analysis – Coliform & Anions	County	\$27.00	\$28.00
Routine Well Water Analysis – Coliform, Anions & Cations	County	33.00	34.00
Pool/Spa Testing	County	29.00	30.00
Routine Coliform Up to 72 Hours	County	16.00	----
24 Qualitative Coliform	County	17.00	----
Coliform Qualitative	County	----	17.00
24 Quantitative Coliform	County	20.00	----
Coliform Quantitative	County	----	21.00
Limited Chemistry (Anion Testing)	County	14.00	14.00
Expanded Chemistry (Anion & Cation)	County	18.00	19.00
Standard Plate Count Test	County	14.00	15.00
Blood Draw	County	10.00	10.00
Paternity Collection	County	27.00	28.00
VDRL (Syphilis)	County	15.00	15.00
Thayer Martin (GC)	County	15.00	15.00
Direct Gram Stain	County	4.00	4.00
Chlamydia/GC NAAT	County	36.00 - 80.00	36.00 - 80.00
Chlorine Wheel Calibration (EHS)	County	15.00	15.00
Reagent Preparation (KOH or Saline)	County	10.00	10.00
Dairy Coliform	County	18.00	19.00
Spore Strip Verification of Sterilization (Yearly Fee)	County	95.00	98.00
pH Analysis	County	13.00	13.00
Enrollment Fee	County	25.00	26.00
Drug Testing Confirmation	County	40.00	41.00
Single Analyte Drug Screen Quantitative	County	18.00	19.00
5 Panel Quantitative Urine Drug Screen	County	21.00	22.00
9 Panel Quantitative Urine Drug Screen	County	24.00	25.00
Rapid Drug Screen 10 Panel, Includes Secondary Testing on Positives	County	28.00	29.00
EtG (ethyl glucuronide)	County	21.00	22.00
Rice Water Testing	County	16.00	16.00
Legionella Testing in Water (Quantitative)	County	----	75.00



Late Fees	County	-----	5% for every 30 Days after 70 Days
<u>Environmental Health Fees</u>			
License Surcharge	State of Michigan	TBD by MDA	TBD by MDA
Food Service 0-50 Seats	County	400.00	420.00
Food Service 51-75 Seats	County	480.00	504.00
Food Service 76-100 Seats	County	590.00	620.00
Food Service 101+ Seats	County	770.00	809.00
Non-Profits	County	50% Of Established Fee	50% Of Established Fee
Educational Facilities, Non-County Governments	County	50% of Established Fee	50% of Established Fee
Educational Facilities, Governmental Entity	County	50% of Established Fee	50% of Established Fee
Late Fee	County	20% after April 30th; Additional 10% per Month after May 31st	20% after April 30th; Additional 10% Per Month after May 31st
Late Fee (Non-Profit)	County	30.00	32.00
Food Service No Surcharge	County	5.00 Consumer Education Fee to MDARD	5.00 Consumer Education Fee to MDARD
Food Service Seasonal 0-50 Seats	County	300.00	315.00
Food Service Seasonal 51-75 Seats	County	360.00	378.00
Food Service Seasonal 76-100 Seats	County	445.00	467.00
Food Service Seasonal 101+ Seats	County	575.00	604.00
<u>Temporary Food License</u>			
License Surcharge	State of Michigan	TBD by MDARD	TBD by MDARD
Temporary Food 1-9 Days	County	95.00	100.00
Temporary Food 10-14 Days	County	120.00	126.00
Temporary Food 1-9 Days (Non-Profit)	County	No Surcharge 50.00 w/Educational Training Fee	No Surcharge 53.00 w/Educational Training Fee
Temporary Food 10-14 Days (Non-Profit)	County	No Surcharge 63.00 w/Educational Training Fee	No Surcharge 66.00 w/Educational Training Fee
Late Fee - 2-5 Days Before Event	County	50.00	53.00
Late Fee - Friday Before Weekend Event / Day Before Weekday Event	County	95.00	100.00
Late Fee - Day of Event	County	Double Normal Fee	Double Normal Fee
<u>Special Transitory Food Units (STFU)</u>			
License Fee	State of Michigan	TBD by MDARD	TBD by MDARD
Inspection Fee	State of Michigan	TBD by MDARD	TBD by MDARD



Mobile Units

License Fee	County	400.00	420.00
<u>Plan Review</u>			
Plan Review 0-50 Seats	County	855.00	898.00
Plan Review 51-75 Seats	County	1,025.00	1,076.00
Plan Review 76-100 Seats	County	1,230.00	1,292.00
Plan Review 101+ Seats	County	1,560.00	1,638.00
Plan Review STFU & Mobile	County	975.00	1024.00
Plan Review Limited	County	680.00	714.00
Construction Without Plans Submitted	County	Double Normal Fee	Double Normal Fee
Pre-Opening Follow-Up Inspection	County	265.00	278.00

Septic Permits - Residential

Residential Septic Permit	County	440.00	462.00
Residential Septic Tank Only Permit	County	200.00	210.00
Failed Septic Inspection Follow Up Fee for Installer/Contractor	County	135.00	142.00

Septic Permits - Commercial

Commercial Septic 1-1,000 gal/Day	County	440.00	462.00
Commercial Septic 1,001-2,000 gal/Day	County	655.00	688.00
Commercial Septic 2,001-5,000 gal/Day	County	785.00	824.00
Commercial Septic 5,001-10,000 gal/Day	County	945.00	992.00
Installation/Construction of System w/o Permit	County	Double Normal Fee	Double Normal Fee
Commercial Septic Tank Only Permit	County	200.00	210.00

Well Permits

Residential Type III Well	County	205.00	215.00
Commercial Type III Well	County	235.00	247.00
Commercial Type II Well	County	345.00	362.00
Irrigation/Test Well - No Sample	County	225.00	236.00
Installation w/o Permit	County	Double Normal Fee	Double Normal Fee
Capacity/Quantity Test	County	190.00	200.00
Non-Community Level II Assessment	County	190.00	200.00
Type II Water Sample Collection Fee	County	85.00 + Cost of Samples	85.00 + Cost of Samples
Failed Well Inspection Follow Up Fee for Installer/Contractor	County	135.00	142.00

Septic Well Evaluations

Mortgage Evaluation Well	County	205.00 + 26.00 per Lead Sample	215.00 + 26.00 per Lead Sample
Mortgage Evaluation Septic	County	330.00 + 26.00 per Lead Sample	347.00 + 26.00 per Lead Sample
Mortgage Evaluation Well & Septic	County	465.00	488.00 + 26.00 per Lead Sample
Performance Inspection Septic	County	330.00	347.00



Performance Inspection Septic & Well	County	465.00	488.00
<u>MDHHS Inspections</u>			
MDHHS Full Inspection	County	400.00	420.00
<u>Other Programs</u>			
Body Art Facility Inspection	County	190.00	200.00
Body Art Facility Plan Review	County	360.00	378.00
Land Evaluation (Void @ 3 Years)	County	205.00	315.00
Plat Review	County	570.00 + 16.00 per Lot	599.00 + 17.00 per Lot
Formal Hearing	County	660.00	693.00
Board of Appeals	County	400.00	420.00
Office Conference	County	200.00	210.00
Informal Hearing 2nd Within Two Years	County	440.00	462.00
Food Workers Class	County	100.00	105.00
Food Class - ServSafe	County	205.00	215.00
ServSafe Retest	County	115.00	121.00
ServSafe Recertification	County	115.00	121.00
ServSafe Recertification (If cancelled in Less than 2 days)	County	40.00	42.00
Swimming Pools/Spas - Inspections	County	190.00 per Location + 54.00 per Additional Pool	200.00 per Location + 57.00 per Additional Pool
Swimming Pools/Spas - Follow-Up Inspection	County	80.00	84.00
Mobile Home Parks 25 Sites or Less	State of Michigan	25.00	MDLARA Inspects
Mobile Home Parks 26 Sites or More	State of Michigan	25.00 + 0.50 per site	MDLARA Inspects
Solid Waste Fee	State of Michigan	As required by Act 451	As required by Act 451
Permanent Campground License	County	190.00	200.00
Temporary Campground License	County	95.00	100.00
Temporary Campground License 1-25 Sites	State of Michigan	TBD by DEQ	TBD by EGLE
Temporary Campground License 26-50 Sites	State of Michigan	TBD by DEQ	TBD by EGLE
Temporary Campground License 51-75 Sites	State of Michigan	TBD by DEQ	TBD by EGLE
Temporary Campground License 76-100 Sites	State of Michigan	TBD by DEQ	TBD by EGLE
Temporary Campground License 101-500 Sites	State of Michigan	TBD by DEQ	TBD by EGLE
Temporary Campground License 500+ Sites	State of Michigan	TBD by DEQ	TBD by EGLE
Radon Test Kits	County	10.00	10.00
Soil Re-Evaluation	County	105.00	110.00
Septic Installer Initial Registration	County	115.00	121.00
Septic Installer Registration	County	210.00 every Three Years	221.00 every Three Years
Engineered/Alternative System Review	County	265.00	278.00
Enforcement Re-Inspections	County	140.00	147.00
Established Hourly Rate Reimbursement (Billed in 1/4 hrs.)	County	200.00 per Hour	210.00 per Hour



CIA Regulation Fine	County	Varies 100.00 - 1,000.00	Varies 100.00 - 1,000.00
Water, Soil & Dust Sample Collection, Air Monitoring	County	205.00 per Hour + Lab Fee	215.00 per Hour + Lab Fee
Lead Risk Assessment	County	420.00	441.00
Lead Inspection	County	365.00	383.00
Combination Inspection/Risk Assessment	County	480.00	504.00
Clearance Sampling	County	310.00	326.00
Cemetery Development Review	County	565.00	593.00
Disinterment Permits	County	105.00	110.00
NSF Check Fee	County	20.00	20.00
(Subject to Increase by the Bank)			
<u>Immunization Fee Schedule</u>			
Hepatitis A - Adult	County	70.00	70.00
Hepatitis A - Adolescent	County	40.00	40.00
Hepatitis B - Adult	County	65.00	75.00
Hepatitis B - Adolescent	County	40.00	40.00
Dtap-Hep B-IPV Pediarix	County	80.00	90.00
Dtap	County	35.00	35.00
Dtap-IPV-HIB Pentacel	County	100.00	110.00
Dtap-IPV Kinrix	County	55.00	60.00
Dt	County	55.00	65.00
Flu	County	20.00	25.00
HPV-9 Gardasil	County	220.00	235.00
IPV	County	35.00	45.00
Meningitis	County	130.00	135.00
Meningococcal B Bexsero	County	180.00	190.00
Meningococcal B Trumenba	County	140.00	160.00
MMR	County	80.00	85.00
HIB	County	30.00	35.00
Pneumonia	County	110.00	135.00
Prevnar	County	205.00	235.00
Rotavirus	County	90.00	90.00
TB Test	County	15.00	15.00
TD-PF	County	35.00	40.00
Tdap	County	45.00	50.00
MMR-V (ProQuad)	County	220.00	235.00
Zostavax (Zoster Vaccine)	County	220.00	220.00
Varicella	County	140.00	150.00
Shingrix	County	155.00	165.00
Charge to Administer Vaccine	County	20.00 per Injection	20.00 per Injection
<u>Family Planning Clinic Services</u>			
Initial Visit (ages 5-11)	County	30.00 - 120.00	30.00 - 120.00
Initial Visit (ages 12-17)	County	32.00 - 128.00	32.00 - 128.00



Initial Visit (ages 18-39)	County	32.00 - 128.00	32.00 - 128.00
Initial Visit (ages 40-64)	County	40.00 - 160.00	40.00 - 160.00
Annual Visit (ages 5-11)	County	25.00 - 100.00	25.00 - 100.00
Annual Visit (ages 12-17)	County	25.00 - 100.00	25.00 - 100.00
Annual Visit (ages 18-39)	County	25.00 - 100.00	25.00 - 100.00
Annual Visit (ages 40-64)	County	30.00 - 120.00	30.00 - 120.00
Office Visit-New (Simple)	County	10.00 - 40.00	10.00 - 40.00
Office Visit-New (Moderate)	County	16.00 - 64.00	16.00 - 64.00
Office Visit-New (Complex)	County	22.00 - 88.00	22.00 - 88.00
Office Visit-Established (Simple)	County	7.00 - 28.00	7.00 - 28.00
Office Visit-Established (Moderate)	County	10.00 - 40.00	10.00 - 40.00
Office Visit-Established (Complex)	County	12.00 - 48.00	12.00 - 48.00
Pregnancy Test	County	3.00 - 12.00	3.00 - 12.00
Blood Count - Hemoglobin	County	2.00 - 8.00	2.00 - 8.00
Vaginal Smear (Wet Mount)	County	2.00 - 8.00	2.00 - 8.00
Injection Administration	County	5.00 - 20.00	5.00 - 20.00
IUD Insert	County	18.00 - 72.00	18.00 - 72.00
IUD Removal	County	19.00 - 76.00	19.00 - 76.00
Diaphragm/Cervical Cap Fitting & Instruction	County	16.00 - 64.00	16.00 - 64.00
Insertion Contraceptive Capsule	County	20.00 - 80.00	20.00 - 80.00
Removal Contraceptive Capsule	County	21.00 - 84.00	21.00 - 84.00
<u>Contraceptive Supplies</u>			
Oral Contraceptive (One Cycle)	County	5.00 - 20.00	5.00 - 20.00
Plan B (Emergency Contraceptive)	County	2.00 - 8.00	2.00 - 8.00
Diaphragm/Cervical Cap	County	5.00 - 20.00	5.00 - 20.00
Condoms (Female)	County	1.00 - 4.00	1.00 - 4.00
Foam, Jelly, Cream or VCF	County	2.00 - 8.00	2.00 - 8.00
IUD-Paraguard Copper T	County	62.00 - 248.00	62.00 - 248.00
Nuva Ring	County	8.00 - 32.00	8.00 - 32.00
Xulane Patch	County	15.00 - 60.00	15.00 - 60.00
Levonorgestrel 52mg. (Liletta IUS)	County	15.00 - 60.00	15.00 - 60.00
Depo-PrOvera	County	10.00 - 40.00	10.00 - 40.00
Implanon Implant System	County	113.00 - 452.00	113.00 - 452.00
<u>Pharmaceuticals</u>			
Flagyl 4 or 8 tabs	County	2.00 - 8.00	2.00 - 8.00
Ferrous Sulphate	County	2.00 - 8.00	2.00 - 8.00
Diflucan	County	2.00 - 8.00	2.00 - 8.00
<u>Sexually Transmitted Disease Clinic</u>			
Clinic Use	County	5.00	5.00
Office Visit - New Patient	County	10.00 - 40.00	10.00 - 40.00
Office Visit - Established Patient	County	7.00 - 28.00	7.00 - 28.00
GC Culture	County	3.00 - 12.00	3.00 - 12.00
GC Test	County	10.00 - 40.00	10.00 - 40.00
VDRL	County	3.00 - 12.00	3.00 - 12.00



Pregnancy Test	County	3.00 - 12.00	3.00 - 12.00
Herpes	County	2.00 - 8.00	2.00 - 8.00
CT/GC Combo Test	County	16.00 - 80.00	16.00 - 80.00
Chlamydia Test	County	10.00 - 40.00	10.00 - 40.00
Vaginal Smear (Wet Mount)	County	2.00 - 8.00	2.00 - 8.00
Venipuncture	County	10.00	10.00
Gram Stain	County	2.00 - 8.00	2.00 - 8.00

Communicable Disease

Office Visit - New Patient	County	10.00 - 40.00	10.00 - 40.00
Office Visit - Established Patient	County	7.00 - 28.00	7.00 - 28.00
Home Visit - New Patient	County	14.00 - 70.00	14.00 - 70.00
Home Visit - Established Patient	County	12.00 - 60.00	12.00 - 60.00
Venipuncture	County	10.00	10.00

Information Systems & Services

PC Repair and Maintenance Services On-Site Service	County	\$65.00 per Hour	\$65.00 per Hour
Network Services - Normal Working Day	County	95.00 per Hour	95.00 per Hour
Network Services - Off Hours & Weekends	County	135.00 per Hour	135.00 per Hour
Network Design, Web Page, & Consulting Serv	County	110.00 per Hour	110.00 per Hour
Server Upgrade & New Installation Services	County	As quoted	As quoted
Email Services	County	12.00 per Month	12.00 per Month
Remote Connection to County (Authorized Agencies Only) T-1 Connection	County	320.00 per Month	320.00 per Month
Remote Connection to County (Authorized Agencies Only) T-1 Hardware	County	1,500.00 One-Time	1,500.00 One-Time

Jail Reimbursement Program

Reimbursement - Inmates

Day Parole/Work Release	County	\$10.00 - \$60.00 per Day	Varies
Room & Board	State (PA 118)	5.00 - 60.00 per Day	Varies
Medicine	County	Actual Cost	Actual Cost
Medical Doctor/Nurse	County	10.00 per Visit	10.00 per Visit
Medical Procedures	County	Actual Cost	Actual Cost
Property Damages	County	Actual Cost	Actual Cost

Reimbursement - Collection Agencies

CBM Collections	Contract	0.30	0.30
Midwestern	Contract	-----	-----
PICI	Contract	-----	-----



Reimbursement - Department of Corrections

Room & Board - MDOC Parole Holds	State	\$35.00 per Day	\$35.00 per Day
Room & Board - Diverted Felons	State	35.00 - 60.00 per Day	45.00 - 65.00 per Day

Medical Examiner

Cremation Permits	County	63.00 each	63.00 each
Autopsy Fees County Resident	County	1,100.00	1,100.00
Autopsy Fees Out of County	County	1,700.00	1,700.00
Court Costs to Testify on Civil Case – Up to One Hour of Time	County	400.00	400.00
Court Costs to Testify on Civil Case – for Each Hour of Time After the First Hour	County	350.00	350.00
Toxicology Reports	County	15.00	15.00
Record Copying - Copy Machine	County	2.00 First Page + 0.50 each Additional Page	2.00 First Page + 0.50 each Additional Page

Parking

Parking Fines	County Ordinance #112 (Am. 2008)	\$20.00	\$20.00
Processing Fee (3 or More Unpaid Tickets)	County Ordinance #112 (Am. 2008)	40.00	40.00
Parking Meters	County Ordinance #112 (Am. 2008)	0.50 per Hour	0.50 per Hour

Parks & Recreation

Haithco Recreation Area

Entry Fee - Per Person per Bus	County	----	----
Entry Fee - Walk In	County	----	----
Entry Fee - Car or Passenger Van	County	----	----
Non-Motorized Boat 17 ft & Under	County	1.00	1.00
Pavilion	County	60.00	60.00
Tandem	County	90.00	90.00
Paddle Boat Rental	County	4.00 per Thirty Minutes or 5.00 per Hour	4.00 per Thirty Minutes or 5.00 per Hour
Rowboat Rentals	County	8.00 for Two Hours + 1.00 each Additional Hour	8.00 for Two Hours + 1.00 each Additional Hour
Canoes	County	7.50 for Two Hours + 1.00 each Additional Hour	7.50 for Two Hours + 1.00 each Additional Hour



Kayaks	County	5.00 per Hour	5.00 per Hour
Paddleboard Rentals	County	10.00 per Hour	10.00 per Hour
Concession Fees	County	Varies	Varies

Imerman Memorial Park

Entry Fee - Per Person Per Bus	County	-----	-----
Entry Fee - Car or Passenger Van	County	-----	-----
Boat Launch Fees	County	1.00	1.00
Canoe Rental Fees	County	7.50 for Two Hours + 1.00 each Additional Hour	7.50 for Two Hours + 1.00 each Additional Hour
Pavilion Reservation Fees	County	60.00	60.00

Price Nature Center

Pavilion	County	60.00	60.00
Group Campground Rental	County	35.00 per Night	35.00 per Night
Awning	County	100.00 per Day	100.00 per Day
Season Pass	County	-	-

Planning Commission

In-Stock Maps Up to 11" x 17"	County	\$10.00	\$10.00
Aerial Photos	County	10.00	10.00
Aerial Photo Slides - 35mm to 8 1/2" X 11" Color Copy	County	10.00	10.00
Aerial Photo Slides - 35mm to 11" X 17" Color Copy	County	10.00	10.00
Local Road Map Books	County	20.00 - 25.00	20.00 - 25.00
County Road Map	County	2.00	2.00
Research & Viewing of Aerial Photos (\$20 min)	County	20.00 per Hour	20.00 per Hour
Any Large-Scale Map Over 11" x 17"	County	40.00	40.00

Probate Court

Multiple Types of Cases

Demand for Jury Trial	State (MCL 600.857(3))	\$30.00	\$30.00
Motion 1	State (MCL 600.880b(1))	20.00	20.00
Objection 2	State (MCL 600.880b(1))	20.00	20.00
Amended Petition	State (MCL 600.880b(1))	20.00	20.00
Petition for Instruction	State (MCL 600.880b(1))	20.00	20.00



Petition to Withdraw a Petition	State (MCL 600.880b(1))	20.00	20.00
Petition to Withdraw as Attorney	State (MCL 600.880b(1))	20.00	20.00
Appeal from Probate Court to Circuit Court or to Court of Appeals	State (MCL 600.880c(1))	25.00	25.00
Petition and Order	State (MCL 600.880b(1))	\$20.00	\$20.00
Issuance of a Commission to Take Testimony	State (MCL 600.874(b); 600.877)	7.00	7.00
Petition for Appointment of Guardian ad Litem	State (MCL 600.880b(1))	20.00	20.00
Petition to Allow Fees of Guardian ad Litem	State (MCL 600.880b(1))	20.00	20.00
Petition for Settlement of Personal Injury Claim	State (MCL 600.880b(1))	20.00	20.00
Writ of Garnishment, Attachment, or Execution	State (MCL 600.880b(2))	15.00	15.00
Petition for Temporary Restraining Order	State (MCL 600.880b(1))	20.00	20.00

Decedents' Estate Cases

Demand for Notice - No Estate Pending	State (MCL 700.3205)	150.00 + 25.00 Electronic Filing Fee	150.00 + 25.00 Electronic Filing Fee
Demand for Notice Estate Pending	State (MCL 600.880b(1))	20.00	20.00
Petition for Assignment of Estate < \$15,000	State (MCL 600.880(2))	25.00	25.00
Petition to Determine Heirs – No Estate Pending	State (MCL 600.880(1))	150.00 + 25.00 Electronic Filing Fee	150.00 + 25.00 Electronic Filing Fee
Petition to Determine Heirs Estate Pending	State (MCL 600.880b(1))	20.00	20.00
Petition/Application for Probate and/or Appointment of Personal Representative Which Commences an Estate	State (MCL 600.880(1))	150.00 + 25.00 Electronic Filing Fee	150.00 + 25.00 Electronic Filing Fee
Petition/Application for Probate and/or Appointment of Personal Representative Which Commences an Estate Filed After an Estate is Open	State (MCL 600.880b(1))	20.00	20.00
Petition to Reopen a Closed File	State (MCL 600.880(1))	150.00 + 25.00 Electronic Filing Fee	150.00 + 25.00 Electronic Filing Fee
Account for Each Account Filed	State (MCL 600.880b(1))	20.00	20.00
Petition for Allowance of Account Filed Separately from Account	State (MCL 600.880b(1))	20.00	20.00
Petition for Attorney Fees Filed Separately from Account	State (MCL 600.880b(1))	20.00	20.00



Statement and Proof of Claim	State (MCL 600.880b(1))	20.00	20.00
<u>Value of Estate as Reflected in Inventory</u>			
Estate Valued < \$1,000	State (MCL 600.871(1); 600.878)	5.00 -10.00	5.00 -10.00
Estate Valued from \$1,000 to \$2,999.99	State (MCL 600.871(1); 600.879)	25.00	25.00
Estate Valued from \$3,000 to \$9,999.99	State (MCL 600.871(1); 600.880)	25.00 - 68.75	25.00 - 68.75
Estate Valued from \$10,000 to \$24,999.99	State (MCL 600.871(1); 600.881)	68.75 - 143.75	68.75 - 143.75
Estate Valued from \$25,000 to \$49,999.99	State (MCL 600.871(1); 600.882)	143.75 - 237.50	143.75 - 237.50
Estate Valued from \$50,000 to \$99,999.99	State (MCL 600.871(1); 600.883)	237.50 - 362.50	237.50 - 362.50
Estate Valued from \$100,000 to \$500,000	State (MCL 600.871(1); 600.884)	362.50 - 862.50	362.50 - 862.50
Estate Valued from \$500,000.01 to \$1,000,000	State (MCL 600.871(1); 600.885)	862.50-1,175.00	862.50 - 1,175.00
Estate Valued above \$1,000,000	State (MCL 600.871(1); 600.886)	1,175.00 and Above	1,175.00 and Above
Filing of Letters by Foreign Personal Representative	State (MCL 600.880b(1))	20.00	20.00
Any other paper which requests relief or requires a hearing or ruling of the Court when a proceeding is pending	State (MCL 600.880(1))	20.00	20.00
<u>Applicable to Trusts</u>			
Initiating a Proceeding Involving a Testamentary Trust - Processed Separately from a Decedent's Estate	State (MCL 600.880(1))	150.00 + 25.00 Electronic Filing Fee	150.00 + 25.00 Electronic Filing Fee
Initiating a Proceeding Involving a Testamentary Trust - Processed as Part of a Decedent's Estate	State (MCL 600.880b(1))	20.00	20.00
Petition to Commence a Proceeding Relating to an Inter Vivos Trust	State (MCL 600.880(1))	150.00 + 25.00 Electronic Filing Fee	150.00 + 25.00 Electronic Filing Fee
Registration of Trust	State (MCL 600.880c(1))	25.00	25.00



Any other paper, no matter how titled, which requests relief or requires a hearing or ruling of the Court when a proceeding is pending, including filing an account if ordered by the Court	State (MCL 600.880b(1))	20.00	20.00
<u>Applicable To Guardianship Cases</u>			
<u>Under EPIC</u>			
Request for Notice of Guardianship Orders – No Proceeding Pending	State (MCL 700.5104 & MCL 600.880a(1))	150.00 + 25.00 Electronic Filing Fee	150.00 + 25.00 Electronic Filing Fee
Request for Notice of Guardianship Orders – Proceeding Pending	State (MCL 600.880b(1))	20.00	20.00
Petition for Full or Limited Guardianship	State (MCL 600.880a(1))	150.00 + 25.00 Electronic Filing Fee	150.00 + 25.00 Electronic Filing Fee
For Each Account Filed if Ordered by Court	State (MCL 600.880b.(1))	20.00	20.00
Any other paper, no matter how titled, which requests relief or requires a hearing or ruling of the Court when a proceeding is pending, when filed by anyone other than ward	State (MCL 600.880b(1))	20.00	20.00
<u>Applicable to Conservatorship Cases</u>			
Request for Notice of Orders in Protective Proceedings - No Proceedings Pending	State (MCL 700.5104 & MCL 600.880(1))	150.00 + 25.00 Electronic Filing Fee	150.00 + 25.00 Electronic Filing Fee
Request for Notice of Orders in Protective Proceedings - Proceedings Pending	State (MCL 600.880b(1))	20.00	20.00
Petition for Conservator or Protective Order on Same Petition	State (MCL 600.880(1))	150.00 + 25.00 Electronic Filing Fee	150.00 + 25.00 Electronic Filing Fee
Account for each Account Filed	State (MCL 600.880b(1))	20.00	20.00
Petition for Allowance of Account Filed Separately from Account	State (MCL 600.880b(1))	20.00	20.00
Petition for Attorney Fees Filed Separately from Account	State MCL 600.880b(1))	20.00	20.00
Statement and Proof of Claim	State (MCL 600.880b(1))	20.00	20.00
Petition for Settlement of Personal Injury Claim	State (MCL 600.880b(1))	20.00	20.00
Any other paper, no matter how titled, which requests relief or requires a hearing or ruling of the Court when a proceeding is pending, when filed by anyone other than ward	State (MCL 600.880b(1))	20.00	20.00
<u>Applicable to Mental Health Code Cases</u>			
Motions & Subsequent Petition Involving an Estate Derived from Non-Public Sources	State (MCL 600.880(3))	20.00	20.00



Applicable to Civil Actions

Summons and Complaint	State (MCL 600.880(1))	150.00 + 25.00 Electronic Filing Fee	150.00 + 25.00 Electronic Filing Fee
Motion	State (MCL 600.880b(1))	20.00	20.00
Petition to Open Safe Deposit Box	State (MCL 700.2517(2)(a))	10.00	10.00
Will Filed for Safekeeping	State (MCL 600.880c(2))	25.00	25.00
Performing a Marriage	State (MCL 00.874(1)(a); 600.877)	10.00	10.00
Secret Marriage License	State (MCL 551.202)	3.00	3.00
Motion & Order for Delayed Registration of Foreign Birth	State (MCL 600.880(1); 333.2830)	150.00 + 25.00 Electronic Filing Fee	150.00 + 25.00 Electronic Filing Fee
Petition to Establish Death of Victim of Accident or Disaster	State (MCL 600.880(1); 700.1208)	150.00 + 25.00 Electronic Filing Fee	150.00 + 25.00 Electronic Filing Fee
Petition Under Uniform Transfers to Minors Act	State (MCL 600.880(1))	150.00 + 25.00 Electronic Filing Fee	150.00 + 25.00 Electronic Filing Fee
Drain Appeal	State (MCL 280.72(3) & MCL 600.880(1))	150.00 + 25.00 Electronic Filing Fee	150.00 + 25.00 Electronic Filing Fee
Advanced Directive Proceeding	State (MCL 600.880(1))	150.00 + 25.00 Electronic Filing Fee	150.00 + 25.00 Electronic Filing Fee
Petition for Order to Donate Kidney by Minor	State (MCL 700.5105 & MCL 600.880(1))	150.00 + 25.00 Electronic Filing Fee	150.00 + 25.00 Electronic Filing Fee

Copy & Service Fees

Certified Copy	State (MCL 600.2546)	10.00 + 1.00 per Page	10.00 + 1.00 per Page
Certified Copy of Deposition	State (MCL 600.874(1)(c); 600.877)	0.03 per Folio	0.03 per Folio
Taking, Certifying, Sealing, & Forwarding Deposition to Appellate Court	State (MCL 600.874(1)(c); 600.877)	5.00 + 0.10 per Folio	5.00 + 0.10 per Folio

Public Works/Drain Commission

Site Plan Review for Developments Impacting County Drains	Department	\$400.00	\$1,000.00
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Soil Erosion & Sedimentation Control

Residential Permit (12 Month)			
Minor Permit (Less than 1 Acre)	County	250.00	300.00



Major Permit (1 or More Acres)	County	250.00 + 150.00 per Acre Over One	300.00 + 150.00 per Acre Over One
Residential Permit (18 Month)			
Minor Permit (Less than 1 Acre)	County	-----	400.00
Major Permit (1 or More Acres)	County	-----	400.00 + 150.00 per Acre Over One
Industrial/Commercial Permit			
Minor Permit (Less than 1 Acre)	County	400.00	500.00
Major Permit (1 or More Acres)	County	400.00 + 200.00 per Acre Over One	500.00 + 200.00 per Acre Over One
Mining Operation			
Minor Permit (Less than 2 acres)	County	500.00	500.00
Major Permit (2 or more acres)	County	500.00 + 50.00 per Acre Over Two	500.00 + 50.00 per Acre Over Two
Utility Permit			
Minor Permit (Less than 1 mile)	County	300.00	400.00
Major Permit (1 or more mile)	County	300.00 + 50.00 per Mile Over One	400.00 + 50.00 per Mile Over One

Annual Renewal of Existing Permit

Mining Permit Renewal	County	300.00	300.00
Renewal for All Other Permits	County	Same as Additional Fee	Same as Additional Fee

* Mining operation includes all evacuations for the purposes of removing and selling materials including the construction of ponds and/or lakes.

Register of Deeds

Survey & Remonumentation	State	\$0.06 per Document	\$0.06 per Document
Real Estate Transfer Tax - County Only	State	1.10 per Thousand	1.10 per Thousand
Recording Fee (Regardless of # of Pages – \$5 goes to Automation Fund)	State (MCL 600.25671)(a))	30.00	30.00
Recording Fee for Additional Instruments Assigned or Discharged (in Addition to \$30 Recording Fee)	State (MCL 600.2567(1)(b))	3.00 per Additional Instrument	3.00 per Additional Instrument
Copies of Records or Papers	State (MCL 600.2567(1)(c))	Up to 1.00 per Page	Up to 1.00 per Page
Certification of Recorded Documents	State (MCL 600.2567 1)(d))	5.00	5.00
Monarch Subscription Fee (Annual Access Fee)	County	-----	12,000.00
Sale of Forms (Quit Claim Deed & Warranty Deed)	County	5.00	5.00
Online Record Search Fee	County	Up to 5.00 per Search	Up to 5.00 per Search
Off-Site Laredo Access 0-250	County	62.50	62.50



Off-Site Laredo Access 0-250 Overage	County	0.11	0.11
Off-Site Laredo Access 251-1000	County	116.25	116.25
Off-Site Laredo Access 251-1000 Overage	County	0.07	0.07
Off-Site Laredo Access 1001-5000	County	157.50	157.50
Off-Site Laredo Access 1001-5000 Overage	County	0.06	0.06

Sheriff's Department

Accident & Police Reports, Incarceration Record	County	\$8.00	\$8.00
Accident & Police Reports, Incarceration Record	County	First Five Pages 1.00 per Page after Five Pages	First Five Pages 1.00 per Page after Five Pages
Major Incident Response Team	County	100.00 per Apparatus per Hour + 20.00 per Hour per Body	100.00 per Apparatus per Hour + 20.00 per Hour per Body
Friend of the Court Transport	Sheriff	Actual Cost	Actual Cost
CCW Fingerprinting Charge (Electronic)	State (MCL 28.425b-sec 9)	15.00	15.00
Other Fingerprinting Charge (Electronic)	State (MCL-various)	70.00	70.00
Fingerprinting Charge (print board)	County	20.00 for First Card + 5.00 for each Additional Card	20.00 for First Card + 5.00 for each Additional Card
Fingerprinting Processing Fee	County	15.00	15.00
Bond Fee for Warrant Arrests	State (MCL 765.12a)	10.00 per Charge	10.00 per Charge
Money Order Processing Fee (Individual Inmate Accounts)	County	5.00 per Money Order	5.00 per Money Order
Jail Kiosk Transaction Usage Fee	County	3.00 per Transaction	3.00 per Transaction
Inter-Agency Service Fee for DNA Test	CC Judge/Sheriff	20.00 per Sample	20.00 per Sample
State OUIL Reimbursement to Partially Offset Officer's Court Time	District Court	100.00 per Offense	100.00 per Offense
State OUIL Reimbursement to Partially Offset Officer's Court Time	Judge Higgs-Tarrant	75.00 per Offense	75.00 per Offense
Liquor License Investigation	County	250.00	250.00
Investigation Fee (All Other Licenses)	County	125.00	125.00
Vehicle Impounds	County	75.00	75.00
Arraignment Services for Other Agencies	Contract	37.50 per Arraignment	37.50 per Arraignment
Process Server Fees	State (MCL 600.2559)	26.00 Service + Mileage	26.00 Service + Mileage
SOR Fee	State (MCL 28.725b)	50.00	50.00
Sheriff Booking/Training and Program Fees	State (MCL 801.4b)	12.00	12.00
Notary Fee	County	10.00	10.00
Pistol Database Query Fee	State (MCL 28.422a)	1.00	1.00



Livery Inspection Fee	State (MCL 324.44518)	2.00 per Boat	2.00 per Boat
Boater Safety Course Fee	County	10.00	10.00
Record Check Fee (Suppressor License)	27 CFR Part 479	10.00	10.00
Child Exchange Service Fee	County (10/15/13 Executive 6.1)	20.00	20.00
Hook-Up Fee - Tether/GPS	County	75.00	75.00
Drug Testing Enrollment Fee	County	25.00	25.00
<u>Solid Waste</u>			
Solid Waste Surcharge	County Ordinance #108 (Am. 2013)	\$0.674 per Cubic Yard	\$0.674 per Cubic Yard
<u>Annual Licensing Fees to Haul Solid Waste</u>			
Identification Sticker Fee-Vehicles	County Ordinance #108 (Am. 2013)	5.00 per Vehicle	5.00 per Vehicle
Identification Sticker Fee-Containers	County Ordinance #108 (Am. 2013)	5.00 per Container	5.00 per Container
Annual Amount of Waste (Yards) 0-100	County Ordinance #108 (Am. 2013)	----	----
Annual Amount of Waste (Yards) 101-1,000	County Ordinance #108 (Am. 2013)	250.00	250.00
Annual Amount of Waste (Yards) 1,001-5,000	County Ordinance #108 (Am. 2013)	500.00	500.00
Annual Amount of Waste (Yards) 5,001-10,000	County Ordinance #108 (Am. 2013)	750.00	750.00
Annual Amount of Waste (Yards) > 10,000	County Ordinance #108 (Am. 2013)	1,000.00	1,000.00
<u>Treasurer</u>			
Accommodations Excise Tax	County Ordinance #103 (Am. 2011)	5% of Total Charge for Accommodations	5% of Total Charge for Accommodations
Accommodations Excise Tax – Interest on Unpaid Tax	County Ordinance #103 (Am. 2011)	1% per Month	1% per Month
Computer Access Fee	County	----	----
Dog Licenses-Regular (Unaltered) (Before March 1)	County	25.00	25.00
Dog Licenses-Regular (Unaltered) (After March 1)	County	50.00	50.00
Dog Licenses-Unsexed (Altered) (Before March 1)	County	12.00	12.00
Dog Licenses-Unsexed (Altered) (After March 1)	County	24.00	24.00
Dog Licenses-Seniors Unsexed (Altered) (Before March 1)	County	5.00	5.00
Dog Licenses-Seniors Unsexed (Altered) (After March 1)	County	10.00	10.00
Transient Merchant License	State	25.00	25.00



Tax Certifications	County	5.00 per Parcel	5.00 per Parcel
Tax Searches	County	0.25 per Year	0.25 per Year
Tax Title Filing & Recording	County	0.50 per Page	0.50 per Page
Collections Fees	State	4% of Tax	4% of Tax
Preforfeit Mailing Notice	State	15.00	15.00
Trailer Fees	State	0.50	0.50
NSF Check Fee	State	20.00	20.00
Forfeiture	County	15.00	15.00
Title Search	County	175.00	175.00
Forfeit Cert Fee	County	30.00	30.00
Redemption Cert	County	30.00	30.00
Property Inspection	County	45.00	45.00
Publication Fee	County	50.00	50.00
Certification Fee	County	25.00	25.00
Forfeiture Admin	County	74.00	74.00

ELECTIONS

None

APPOINTMENTS

- Appointed *Sandra Lindsey, Human Services; Jonathon Huffman, Criminal Defense Attorney; Richard Riebschleger, Circuit or District Probation; and Bob Johnson, News Media* to the **Community Corrections Advisory Board**

COMMISSIONER AUDIENCES

- ◆ Commissioner Dwan stated she voted against the FY 2021 Budget because of use of fund balance. Commissioners drew a line in the sand and asked all departments to come forward with a certain percentage of cuts to their budgets and most everyone did. However, this year we crossed the line.
- ◆ Commissioner Kilpatrick thanked the Controller, staff and all departments who cut their budget and stated he does not agree with using fund balance.

CHAIR ANNOUNCEMENTS

None

By Commissioner Kilpatrick, seconded by Commissioner Hadsall: That the Board adjourn. Motion carried. Thereupon, the Board adjourned at 5:52 p.m.

Respectfully Submitted,

SAGINAW COUNTY BOARD OF COMMISSIONERS

MICHAEL A. WEBSTER, CHAIRMAN

MICHAEL J. HANLEY, CLERK

Prepared by: Suzy Koeplinger, Deputy County Clerk



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

SPECIAL SESSION
SEPTEMBER 29, 2020

A Special Session of the Board of Commissioners of Saginaw County, Michigan, held Tuesday, September 29, 2020 at 5:00 p.m. with the Honorable Michael A. Webster in the Chair. Deputy Clerk Suzy Koeplinger took roll, quorum present as follows:

PRESENT: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, Michael A. Webster – 10*

ABSENT: *James G. Theisen – 1*

TOTAL: - 11

Commissioner O’Neal gave the invocation and Commissioner Kilpatrick led the Pledge of Allegiance to the Flag.

PETITION



CLERK'S CALL OF SESSION



NOTICE OF PUBLIC HEARING

September 18, 2020

Michael J. Hanley
Saginaw County Clerk
111 S. Michigan Avenue
Saginaw, MI 48602

September 29, 2020
Special Session

Dear Clerk Hanley:

Pursuant to Article II, Section 2.9 (MCLA 46.10) of the 2020 Rules of the Saginaw County Board of Commissioners, the undersigned members of the Board respectfully petition that a Special Meeting of the Board of Commissioners be held **Tuesday, September 29, 2020 at 5:00 p.m.** via Zoom pursuant to Executive Order 2020-154 to hold a Public Hearing on CDBG CARES funding; adopt an Authorizing



Resolution to submit the application and sign related grant documents; and amend the FY 2020 General Fund Budget by accepting CARES funding in lieu of the August State Shared Revenue payment; and for any other matters brought before the Board. The undersigned affirm the intent of the Board of Commissioners to hold a Special Meeting on these matters.

Respectfully Submitted,

Amos O’Neal, Commissioner
Charles M. Stack, Commissioner
Michael A. Webster, Chairman

Cheryl M. Hadsall, Commissioner
Dennis H. Krafft, Commissioner



September 18, 2020

RE: Notice of Special Board Session

The Saginaw County Board of Commissioners will convene for a Special Session on Tuesday, **September 29, 2020 at 5:00 p.m.** via Zoom teleconference to hold a public hearing on CDBG CARES funding; adopt an Authorizing Resolution to submit the application and sign related grant documents; and amend the FY 2020 General Fund Budget by accepting CARES funding in lieu of the August State Shared Revenue payment; and for any other matters brought before the Board.

This Special Meeting is being held consistent with Executive Order No. 2020-154 issued by Governor Gretchen Whitmer titled “Alternative means to conduct government business during the COVID-19 pandemic” and as authorized by petition of at least one-third (1/3rd) of the members of the Board of Commissioners pursuant to MCL 46.10 and Board Rule 2.9.

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 turn to speak. Follow the instructions below to call in to the meeting.

INSTRUCTIONS using Zoom audio conferencing:
Dial: 1 (312) 626-6799 or 1 (929) 436-2866 US and enter Meeting ID: 802 444 1727

Respectfully Submitted,
Michael J. Hanley, County Clerk

Posted: 12:00 p.m. on September 18, 2020 by Suzy Koepplinger, Board Coordinator/Deputy Clerk

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.



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

County of Saginaw will conduct a Public Hearing on Tuesday September 29, 2020 at 5:00 p.m. via Zoom, for the purpose of affording citizens an opportunity to examine and submit comments on the proposed application for a CDBG grant.

This Special Meeting is being held consistent with Executive Order No. 2020-154 issued by Governor Gretchen Whitmer titled “Alternative means to conduct government business during the COVID-19 pandemic” and as authorized by petition of at least one-third (1/3rd) of the members of the Board of Commissioners pursuant to MCL 46.10 and Board Rule 2.9. The meeting is open remotely to the public to follow along and participate during the public portion of the meeting, as follows:

County of Saginaw is inviting you to a scheduled Zoom meeting.

Topic: Public Hearing - Date/Time: Tues., September 29, 2020 05:00 PM EST

Join Zoom Meeting: <https://zoom.us/j/8024441727> ; INSTRUCTIONS using ZOOM audio conferencing:

Dial: 1 (312) 626-6799 or 1 (929) 436-2866 and enter Meeting ID: 802 444 1727

County of Saginaw proposes to use \$503,189 CDBG CARES Funding to 1) purchase and deploy a mobile medical clinic for the Saginaw County Health Department, 2) provide funding assistance to cities, villages and townships in Saginaw County relative to providing healthy and safe elections, 3) provide hazard pay to Saginaw County Health Department and Commission on Aging employees who worked during the “Stay Home. Stay Safe.” Executive Orders. Zero (0) persons will be displaced as a result of the proposed activities.

Further information, including a copy of County of Saginaw’s application, is available for review. To inspect the documents please contact the Board of Commissioner’s Office at (989) 790-5267 or review at 111 S. Michigan Avenue, Room 215, Saginaw, MI 48602. Comments may be submitted in writing to the Board of Commissioners Office, 111 S. Michigan Avenue, Saginaw MI 48602 or by email to BOC@saginawcounty.com through 5:00 p.m. on Monday September 28, 2020 or made in person at the public hearing. Citizen views and comments on the proposed application are welcome.

County of Saginaw

Robert V. Belleman, Controller/CAO

(989) 790-5211

PUBLIC HEARING

- At 5:06 p.m., Chairman Webster opened a public hearing on the proposed Resolution Authorizing the Submittal of Application to the Michigan Strategic Fund for Community Development Block Grant (CDBG) CARES Funding. Information from the Controller/CAO was distributed and entered into the record of the Public Hearing. He asked if there was anyone wishing to speak; The Controller explained the purpose of the application and that the



allocation of CDBG CARES funding will be used to assist in the prevention, mitigation, and response to COVID-19, specifically for healthcare equipment, public services and salary reimbursement, or other CDBG eligible costs as necessary to respond to COVID-19. He further explained that all proposed projects will benefit all residents of the County of Saginaw. The Controller held discussion with Commissioners Stack, Kilpatrick, and Krafft regarding the possibility of additional CARES funding, the request on the agenda for CARES funding in lieu of the August State Shared Revenue payment, and the possibility of CARES funding for expenses related to holding jury trials at TheDow Event Center. After discussion, the Chairman announced the hearing would remain open.

AUDIENCES

None

LAUDATORY RESOLUTIONS

None

INITIATORY MOTIONS

None

REPORTS OF COMMITTEES

None

Chairman Webster asked for a motion to waive the requirements of Sec. 6.8 and Sec. 7.1(5) of the Rules of the Board that require committee report referral to the proper committee and introduction by the Chair of each committee and that items on this agenda be treated as regular agenda items. Ruth moved, seconded by Hadsall, to approve the recommendation. The Clerk took a roll-call vote and the Motion carried as follows:

Yes: Matthews, Harris, Hadsall, Krafft, O'Neal, Ruth, Dwan, Stack, Kilpatrick, and Webster - 10

Abs: Theisen - 1

No: None - 0

Total: - 11

PUBLIC HEARING

2nd Call

- At 5:20 p.m., Chairman Webster announced the second call of a public hearing on the proposed Resolution Authorizing the Submittal of Application to the Michigan Strategic Fund for Community Development Block Grant (CDBG) CARES Funding. He asked if there as anyone wishing to speak; hearing none, he announced the hearing would remain open.

Chairman Webster asked for a motion to approve the following request from the Controller/CAO:



CONTROLLER/CAO, re: Approval to amend the FY 2020 General Fund Budget to receive and expend \$1,737,146 in Coronavirus Relief Local Government Grants (CRLGG) funding the County received from the State of Michigan in lieu of the August State Shared Revenue payment

Matthews moved, seconded by Krafft, to approve the recommendation. The Clerk took a roll-call vote and the Motion carried as follows:

Yes: Harris, Hadsall, Krafft, O’Neal, Ruth, Dwan, Stack, Kilpatrick, Matthews, and Webster - 10

Abs: Theisen - 1

No: None - 0

Total: - 11

PUBLIC HEARING

3rd Call – Closing

- At 5:25 p.m., Chairman Webster announced the third and final call of a public hearing on the proposed Resolution Authorizing the Submittal of Application to the Michigan Strategic Fund for Community Development Block Grant (CDBG) CARES Funding. He asked if there was anyone wishing to speak; hearing none, he announced the public hearing closed at 5:25 p.m.

- **Chairman Webster asked for a motion to approve the following Resolution Authorizing the Submittal of Application to the Michigan Strategic Fund for Community Development Block Grant (CDBG) CARES Funding. Discussion was held and O’Neal moved, seconded by Ruth, to amend the Resolution to add that the County of Saginaw will contribute up to \$80,683 from its Public Improvement Fund to cover the purchase and deployment of the Health Department Mobile Clinic if there are insufficient funds to effectuate all three (3) activities proposed for CDBG CARES Funding. After discussion, the Chairman directed the Clerk to take a roll-call vote on the amendment, which carried as follows:**

Yes: Hadsall, Krafft, O’Neal, Ruth, Dwan, Stack, Kilpatrick, Matthews, Harris, and Webster – 10

Abs: Theisen – 1

No: None – 0

Total: - 11

- **Chairman Webster asked for a motion to approve the Resolution Authorizing the Submittal of Application to the Michigan Strategic Fund for Community Development Block Grant (CDBG) CARES Funding, as amended, and directed the Clerk to take a roll-call vote which carried as follows:**

Yes: Krafft, O’Neal, Ruth, Dwan, Stack, Kilpatrick, Matthews, Harris, Hadsall, and Webster – 10

Abs: Theisen – 1

No: None – 0

Total: - 11



RESOLUTIONS

Resolution “A” Board of Commissioners County of Saginaw

Resolution Authorizing the Submittal of Application to the Michigan Strategic Fund for the Community Development Block Grant (CDBG) CARES Funding

At a special meeting of the Board of Commissioners of the County of Saginaw, State of Michigan held at Saginaw, Michigan on the 29th day of September, 2020 at 5:00 p.m. via Zoom

PRESENT: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, and Michael A. Webster – 10*

ABSENT: *James G. Theisen – 1*

Commissioner Amos O’Neal offered the following resolution and moved for adoption. The motion was seconded by Commissioner Charles Stack.

The Coronavirus Aid, Relief and Economic Security Act (CARES Act); Public Law 116-136, makes available supplemental Community Development Block Grant (CDBG) and Emergency Solutions Grant ESG-CV funding for grants to prevent, prepare for, and respond to Coronavirus (COVID-19). The CDBG grant will provide flexibilities for grantees to expedite the use of grant funds to help address the challenges facing our nation during this historic public health crisis; and,

WHEREAS, the Michigan Strategic Fund has invited Counties to accept Community Development Block Grant Program funds to support **CDBG CARES funding**; and,

WHEREAS, the County of Saginaw will seek to receive up to \$422,506 in CDBG funds to reimburse the County and other local units of governments within the County for unplanned COVID-19 costs incurred by the County and may be eligible for CDBG reimbursement; and,

WHEREAS, the allocation of CDBG CARES Funding will be used to assist for the prevention, mitigation and response to COVID-19, specifically for healthcare equipment, public services and salary reimbursement, or other CDBG eligible costs as necessary to respond to COVID-19. These funds are for the purpose of assisting primarily low and moderate income persons and populations; and,

WHEREAS, the proposed projects will benefit all residents of the County of Saginaw.



NOW, THEREFORE, BE IT RESOLVED that the County of Saginaw hereby designates the Chairman of the Board of Commissioners as the Certifying Officer, the person authorized to certify the Michigan CDBG pre-agreement documents, the person authorized to sign the Grant Agreement and payment requests, and the person authorized to execute any additional documents required to carry out and complete the grant.

***BE IT FURTHER RESOLVED** the County of Saginaw will contribute up to \$80,683 from its Public Improvement Fund to cover the purchase and deployment of the Health Department Mobile Clinic if there are insufficient funds to effectuate all three (3) activities proposed for CDBG CARES Funding.

Yeas: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, and Michael A. Webster - 10*

Absent: *James G. Theisen - 1*

Nays: - 0

TOTAL: - 11

STATE OF MICHIGAN)
)ss
COUNTY OF SAGINAW)

I, Michael Hanley, Clerk of the County of Saginaw, Michigan, do hereby certify that the above is a true and correct copy of the Resolution relative to the Application to the Michigan Strategic Fund for the Community Development Block Grant (CDBG) CARES Funding, which Resolution was adopted by the Saginaw County Board of Commissioners at a meeting held Tuesday, September 29, 2020.

Michael J. Hanley, County Clerk
County of Saginaw

*Revised 9-28-20

*Amended 9-29-20

UNFINISHED BUSINESS

None

PROCLAMATIONS

None

APPOINTMENTS

None

ELECTIONS

None



ANNOUNCEMENTS BY THE CHAIR

None

COMMISSIONERS' AUDIENCES

- ◆ Commissioner O'Neal gave kudos to Christina Harrington, Health Office, Dr. Pruitt, Great Lakes Health, CMU Medical, and everyone at the Health Department and stated we are blessed to have such a great team in our region.
- ◆ Chairman Webster commented on the mobile unit to be purchased and used by the Health Department, how it fits into our Strategic Plan and how it aligns with building on the foundation to create a high quality of life.
- ◆ Discussion was held with Chief Judge Darnell Jackson regarding the planned concept of holding jury trials at TheDow Event Center beginning late October, early November. Although the facility is large enough to accommodate the defendant, 14 jurors, staff, attorneys, security and the judge, the public can view all trial proceedings via Zoom and YouTube.

By Commissioner Dwan, seconded by Commissioner Harris: That the Board adjourn. Carried. Thereupon, the Board Session adjourned at 5:40 p.m.

Respectfully Submitted,

SAGINAW COUNTY BOARD OF COMMISSIONERS

MICHAEL A. WEBSTER, CHAIRMAN

MICHAEL J. HANLEY, CLERK

Prepared by: Suzy Koeplinger, Board Coordinator/Deputy Clerk



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

OCTOBER SESSION 2020

First Day of the October Session of the Board of Commissioners of Saginaw County, Michigan, held Tuesday, October 20, 2020. The Board met at TheDow Event Center – Red Room, 303 Johnson St., Saginaw, MI 48607 at 5:00 p.m. with the Honorable Michael A. Webster in the Chair. Deputy Clerk Suzy Koeplinger took roll, quorum present as follows:

PRESENT: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Carl E. Ruth, James G. Theisen, Michael A. Webster - 9*

ABSENT: Amos O’Neal, Charles M. Stack - 2

TOTAL: - 11

PUBLIC: Robert Belleman, Dave Gilbert, Jennifer Broadfoot, Bill Smith, Kyle Bostwick, Amy Deford, Lee Ann Peterson, Brian Keenan-Lechel, Clerk Mike Hanley, Undersheriff Mike Gomez, Jack Tany, Jessica Sargent, Christina Harrington, Josh Brown, Dennis Borchard, Tim Courtney, Phil Karwat, Denise Babbitt, Gerald Little, Demetra Manley, Cindy Louchart

Commissioner Krafft gave the invocation followed by the Pledge of Allegiance to the flag.

Chairman Webster asked that the record reflect that Commissioner Krafft’s invocation was the longest invocation this body has ever heard! He then updated commissioners and the audience on the current positive COVID-19 numbers for Saginaw County.

Public Notice of Regular Board Session

October 9, 2020

TO: SAGINAW COUNTY BOARD OF COMMISSIONERS

RE: Notice of October Board Session

Honorable Commissioners:

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



**Tuesday, October 20, 2020 at 5:00 p.m.
TheDow Event Center – Red Room
303 Johnson St., Saginaw, MI 48607**

To mitigate the spread of the COVID-19 pandemic, protect the public health, and provide essential protections to Saginaw County residents, the Saginaw County Board of Commissioners will conduct entrance screening on all individuals prior to entry into the Red Room and masks are required. Entrance screening will consist of a temperature check and answering health questions. Masks, gloves and hand sanitizer will be provided. **6' Social Distancing and use of masks will be strictly enforced.**

This meeting is being held consistent with the Open Meetings Act in order to promote government accountability and fostering openness in government to enhance responsible decision-making.

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. Public comments or questions may be submitted to the Board Office by email at any time prior to the meeting at boc@saginawcounty.com. Comments and questions submitted will be read aloud during the public comment portion of the meeting.

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,
Michael J. Hanley, County Clerk

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 Theisen moved, seconded by Commissioner Hadsall, to approve the September 22, 2020 Regular Meeting Minutes and the September 29, 2020 Special Meeting Minutes. Motion carried.

AUDIENCES

- Chairman Webster recognized Demetra Manley, Saginaw County Planning Department, Dennis Borchard, Saginaw County Road Commission, and Phil Karwat, City of Saginaw, on their success at petitioning the State of Michigan to re-designate the Saginaw Metropolitan Area Transportation System (SMATS) to a new Metropolitan Planning Organization for transportation planning. Ms. Manley explained the process to make this happen. She expressed her appreciation with Saginaw County and for its partnership with SMATS and the Planning Department. Ms. Manley informed commissioners that the Planning Commission has been in existence since 1965 and is no longer in the basement of the Courthouse. They have relocated to Town Center, Executive Building 2, Saginaw. Mr. Borchard spoke of the positive changes that are occurring. He is excited to have Ms. Manley as Director and praised her for obtaining funds, partnerships, and relationships. Mr. Borchard mention the late Phil Grimaldi, previous Planning Director, and how he was a perfect example of where hard work and



dedication can get you. Mr. Borchard also stated that Tim Courtney was in the audience and spoke about his work with the Planning Commission. Chairman Webster recognized Phil Karwat and commended Mr. Borchard for 30 years at Saginaw County Road Commission and Ms. Manley for 30 years at Saginaw County.

LAUDATORY RESOLUTIONS

**Certificate of Recognition
Rose Licht
Bridgeport Charter Township Manager**

Rose Licht began her career with Bridgeport Charter Township in June 1991 as a clerk and moved to the Deputy Treasurer position and until she became the Assistant Manager in 2007. Shortly after that, Rose advanced to Township Manager in August of 2008.

Rose is very dedicated and well-liked by her fellow Township Managers. She is involved in the Birch Run/Bridgeport Chamber of Commerce and a member of the Saginaw Metropolitan Area Transportation Study and Mid Michigan Waste Authority. Rose is an advisory member on the Saginaw County Commission on Aging Board representing District #7 for Commissioner Cheryl Hadsall. **The Saginaw County Board of Commissioners** congratulates Rose Licht on her retirement after 29 years with Bridgeport Charter Township and thanks her for her hard work and dedication to the citizens of the township and the County of Saginaw. It is clear how much Rose cares about her hometown community and the employees she manages.

Respectfully Submitted,
Saginaw County Board of Commissioners
Michael A. Webster
Chairman, District #11

Presented: October 6, 2020
Adopted: October 20, 2020
Cheryl M. Hadsall
Commissioner, District #7

PETITIONS AND COMMUNICATIONS

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

- 10-20-1 MOBILE MEDICAL RESPONSE** submitting its Tri-Annual Report on response times and other related information pursuant to the Ambulance Service Agreement.
-- Courts & Public Safety (*Receive & File*)
- 10-20-2 BIRCH RUN TOWNSHIP** submitting notice of a special meeting of its Downtown Development Authority on October 7, 2020 at 8:00 a.m. to discuss and take action on various issues.
-- County Services (*Receive & File*)
- 10-20-3 BRIDGEPORT CHARTER TOWNSHIP** submitting notice of a Public Hearing on the request of Amigo Mobility Products for an Industrial Facilities Tax Exemption at 6693 Dixie Highway, Bridgeport.
-- County Services (*Receive & File*)
- 10-20-4 VILLAGE OF BIRCH RUN** submitting the Downtown Development Authority Annual Report on Status of Tax Increment Financing Plan for fiscal year ending 2020.
-- County Services (*Receive & File*)



- 10-20-5** **FRANKENMUTH CONVENTION & VISITORS BUREAU** submitting for discussion and approval its FY 2020/2021 Budget.
-- County Services **(10-20-3.1)**
- 10-20-6** **SAGINAW COUNTY ROAD COMMISSION** submitting its 2019 Annual Report.
-- County Services *(Receive & File)*
- 10-20-7** **SHERIFF** requesting a partnership with Team One Credit Union to place an ATM in the lobby of the Sheriff's Office.
-- Courts & Public Safety *(Tabled at Committee)*
- 10-20-8** **EQUALIZATION** submitting for approval the 2020 Saginaw County Apportionment Report.
-- County Services **(10-20-3.2)**
- 10-20-9** **CONTROLLER/CAO** submitting a Status Report on the Saginaw County Adult Detention & Sheriff Administration Building Project.
-- Courts & Public Safety *(Receive & File)*
- 10-20-10** **SAGINAW FUTURE** requesting an appearance before the County Services Committee to discuss a Commercial Rehabilitation District approved by the City of Saginaw for 218 S. Washington Ave., Saginaw, MI and Saginaw County Policy #254. (See 10-20-11 below)
-- County Services *(Receive & File)*
- 10-20-11** **CITY OF SAGINAW** submitting notice of a virtual Public Hearing on the application of 218 Washington LLC for a Commercial Rehabilitation Act (CRA) Tax Exemption Certificate for property located at 218, 221, 224, and 226 S. Washington Ave. for Monday, September 28, 2020 at 6:30 p.m.
-- County Services *(Receive & File)*
- 10-20-12** **CONTROLLER/CAO** submitting for approval a Bond Resolution for Dow Event Center Capital Improvement Projects in an amount not to exceed \$15 million.
-- Budget/Audit **(10-20-4.4/Res. A)**
- 10-20-13** **SHERIFF** requesting waiver of the hiring freeze to fill two (2) Jail Security positions that were created in the new budget cycle and one (1) Jail Security position created due to a termination, for a total of three (3) positions.
-- Labor Relations **(10-20-5.1)**
- 10-20-14** **TREASURER/CONTROLLER** sending the electronic transactions and voucher payments transmittal form for the month of July 2020.
-- Budget/Audit **(10-20-4.1)**
- 10-20-15** **TREASURER/CONTROLLER** sending the electronic transactions and voucher payments transmittal form for the month of August 2020.
-- Budget/Audit **(10-20-4.1)**
- 10-20-16** **CONTROLLER/CAO** forwarding information received in response to the draft Responsible Contractor Policy submitted in September for discussion and modification of the policy.
-- County Services *(Tabled to November)*
- 10-20-17** **COUNTY CLERK** requesting waiver of the hiring freeze to fill three (3) vacant or soon to become vacant positions of Legal Specialist I in the Circuit Court Records Office.
-- Labor Relations **(10-20-5.2)**
- 10-20-18** **PERSONNEL DIRECTOR** submitting the October 2020 Employment Status Report covering statistics for the month of September 2020.
-- Labor Relations *(Receive & File)*



- 10-20-19 RETIREMENT ADMINISTRATOR** submitting for approval amendment of its Defined Contribution Plan to permit loans in accordance with MERS guidelines and applicable IRS regulations.
-- Labor Relations **(10-20-5.3)**
- 10-20-20 FINANCE DIRECTOR** requesting amendment of the FY 2021 Budget, after finalizing the County's 2019 Cost Allocation Plan, to accurately reflect Indirect Costs and IT charges to each department.
-- Budget/Audit **(10-20-4.2)**
- 10-20-21 INFORMATION TECHNOLOGY** requesting \$23,000 from the Public Improvement Fund for the purchase of a new high volume Ricoh 8300 printer, which is essential to maintain operations.
-- Budget/Audit **(10-20-4.3)**
- 10-20-22 RETIREMENT ADMINISTRATOR** submitting HAP/ASR Plans A, B, C, and D for approval and amendment of County Policy #343 – Employee Insurance.
-- Labor Relations **(10-20-5.4) – Laid on desks**

INITIATORY MOTIONS

Commissioner Theisen moved an Initiatory Motion, seconded by Commissioner Kilpatrick, to approve Phase II and Phase III of the Job Classification & Total Compensation Study as presented to them on August 18, 2020. Commissioners further approved directing the Controller/CAO to implement Option 2, which places employees at the step on the new Wage System closest to their current rate of pay that does not reflect a decrease in pay and that Option 2 be phased in over the next three (3) years because of the County of Saginaw's current fiscal challenges. Motion carried by the following roll-call vote:

Yes: Ruth, Dwan, Kilpatrick, Matthews, Theisen, Harris, Hadsall, Krafft and Webster – 9
No: - 0
Abs: O'Neal, Stack – 2

Initiatory Motion

Whereas, the County of Saginaw engaged Baker Tilly to conduct a Job Classification & Total Compensation Study for professional (Phase II) and managerial (Phase III) employees; and,

Whereas, Phase II of the Job Classification & Total Compensation Study commenced on February 26 and 27, 2019; and,

Whereas, Phase III of the Job Classification & Total Compensation Study commenced on June 4 and 5, 2019; and,

Whereas, Ann Antonsen of Baker Tilly presented the findings of the Job Classification & Total Compensation Study to the Board of Commissioners at an August 18, 2020 Committee of the Whole meeting; and,

Whereas, the Board of Commissioners met on October 13, 2020 as a Committee of the Whole to receive additional information to questions raised in the August 18, 2020 Committee of the Whole and to provide direction to the Controller/CAO on which Option the Board would consider implementing; and,



Whereas, Ann Antonsen is in the process of finalizing the *Saginaw County, Michigan Classification and Compensation Study* report, which may be completed on October 23, 2020.

Now, Therefore, Be It Resolved, I, Commissioner Jim Theisen, seconded by Commissioner Kirk Kilpatrick, move to approve Phase II and Phase III Job Classification & Total Compensation Study as presented on August 18, 2020.

Be It Further Resolved, the Controller/CAO is directed to implement Option 2, which places employees at the step on the new Wage System closest to their current rate of pay that does not reflect a decrease in pay and that Option 2 be phased in over the next three (3) years because of the County of Saginaw’s current fiscal challenges.

REPORTS OF COMMITTEES

1. **Human Services Committee – A. O’Neal, Chair; J. Theisen, Vice-Chair**
None
2. **Courts and Public Safety Committee – C. Hadsall, Chair; K. Kilpatrick, Vice-Chair**
None
3. **County Services Committee – C. Stack, Chair; C. Hadsall, Vice-Chair**
 - 3.1) **FRANKENMUTH CVB**, re: Approval of FY 2021 Budget
 - 3.2) **EQUALIZATION**, re: Approval of 2020 Apportionment Report (*Amended*)
 - ***Hadsall moved, seconded by Krafft, to approve 3.1 and 3.2 leaving room for exceptions. There were no exceptions and the motion carried.***

FROM: COMMITTEE ON COUNTY SERVICES – 3.1

OCTOBER 20, 2020

Your committee considered Communication No. 10-20-5 from Jamie Furbush, President/CEO, Frankenmuth Convention & Visitors Bureau, submitting for discussion and approval its FY 2020/2021 Budget.

We met with Ms. Furbush who explained the annual budget of the Frankenmuth Convention & Visitors Bureau was submitted in accordance with the Management Agreement adopted by the Board of Commissioners on November 14, 2000.

We recommend approval of the FY 2021 Frankenmuth Convention & Visitors Bureau budget as presented.

Respectfully Submitted,

COMMITTEE ON COUNTY SERVICES

Charles M. Stack, Chair
Kyle R. Harris
Michael A. Webster

Cheryl M. Hadsall, Vice-Chair
Dennis H. Krafft



FROM: COMMITTEE ON COUNTY SERVICES – 3.2

OCTOBER 20, 2020

Your committee considered Communication No. 10-15-8 from Denise Babbitt, Director of Equalization, submitting for approval the 2020 Saginaw County Apportionment Report filed by the various cities, townships, villages and school districts indicating the amount of millage to be spread, for all purposes, by the taxing entities within their jurisdiction. Attached hereto and made a part of this report is the schedule of tax levies to be spread upon the 2020 tax rolls of the respective jurisdictions. Said levies are expressed in terms of millage provided for in Section 37 of Act 347 of the Public Acts of 1968, as amended.

We met with Ms. Babbitt and she informed the committee that this is a preliminary report and could change after the November 3rd election and may require future amendment.

We recommend approval of the 2020 Apportionment Report as presented.

Respectfully Submitted,

COMMITTEE ON COUNTY SERVICES

Charles M. Stack, Chair

Kyle R. Harris

Michael A. Webster

Cheryl M. Hadsall, Vice-Chair

Dennis H. Krafft

[Report begins on next page]



Amended 11/5/2020

2020 MILLAGE RATES FOR SAGINAW COUNTY

Townships

Township	Allocated Operating	Voted	Purpose of Voted Millage	Total
Albee	0.9000	0.9854	Roads	1.8854
Birch Run	0.9211	1.0000	Extra Operating	
		0.8678	Debt	2.7889
Blumfield	0.9480	2.0000	Roads	2.9480
Brady	0.8866	1.5000	Special Assessment Fire Real Property Only	2.3866
Brant	0.8498	1.5000	Special Assessment Fire Real Property Only	2.3498
Bridgeport	4.7332			4.7332
Buena Vista	4.9235	1.9846	Fire Operating	
		1.9846	Police Operating	
		3.9692	Public Safety	
		1.0000	Rec Operating	13.8619
Carrollton	0.9100	2.7500	Special Assessment Fire Real Property Only	
		9.2000	Special Assessment Police Real Property Only	
		4.9815	Roads	17.8415
Chapin	0.8380	1.7023	Emergency Service	2.5403
Chesaning	0.9228	1.5000	Special Assessment Fire Real Property Only	2.4228
Frankenmuth	0.8568	1.9946	Roads	2.8514
Fremont	0.9096			0.9096
James	0.9002	1.7500	Fire	2.6502
Jonesfield	0.9229	3.7500	Special Assessment Fire Real Property Only	4.6729
Kochville	0.9766	1.0000	Special Assessment Fire Real Property Only on Res., Ag., Vacant Comm. & Ind.	
		2.0000	Special Assessment Fire on Improved Comm. & Ind. Real Property Only	
		2.0000	Kochville DDA 1 and DDA 2 levy an additional 2.0 mill on DDA property only	3.9766
Lakefield	0.9232	1.9630	Roads & Bridges	
		3.7500	Special Assessment Fire Real Property Only	6.6362
Maple Grove	0.8585			0.8585
Marion	0.9132	2.9670	Bridges	
		1.9462	Fire	5.8264
Richland	0.9084	0.9084	Park	
		0.7500	Library	
		3.0000	Special Assessment Police Real Property Only	
		2.0000	Special Assessment Fire Real Property Only	7.5668
Saginaw	0.9311	5.5000	Police	
		1.8000	Special Assessment Fire Real Property Only	8.2311
St Charles	0.9845	1.5000	Special Assessment Fire Real Property Only	2.4845
Spaulding	0.9428	1.0000	Police	
		1.0000	Fire	2.9428
Swan Creek	0.9206	1.5000	Special Assessment Fire Real Property Only	2.4206
Taymouth	0.8908			0.8908
Thomas	0.9437	0.2500	Fire	
		2.0000	Public Safety	
		2.0000	Thomas DDA levies an additional 2.0 mills on non PRE/QA DDA property only	5.1937
Tittabawassee	0.8729	2.6761	Police	
		1.4722	Safety	5.0212
Zilwaukee	0.9873	2.9838	Extra Operating	
		1.2432	Fire	5.2143



Cities

City	Operating	Voted	Purpose of Voted	Total
City of Saginaw	7.3830	7.5000	Police on Real Property only	16.8830
		2.0000	D.D.A. Property only	
City of Zilwaukee	9.5923	1.0000	Fire Replacement	11.5923
		0.7500	Watermain	
		0.2500	Recreation	
City of Frankenmuth	9.2500		1.0 mill on D.D.A. Property waived for 2020	9.2500

Villages

Village	Operating	Voted		Total
Birch Run	4.5700	1.5000	Streets on Real Property only	8.0700
		2.0000	Operations on Real Property only	
Chesaning	11.3770	4.5506	Streets (Charter)	22.1776
		6.2500	Streets - voted	
Merrill	11.4240	2.3500	Streets (Charter)	13.7740
Oakley	4.5837			4.5837
St Charles	12.8029	2.1971	Street (Ordinance)	15.0000
Reese	10.5000	0.5000	Sidewalks Sinking Fund	12.5000
		1.5000	Fire Apparatus	

Other Authorities

Authority	Operating	Voted	Total
Saginaw Transit System Authority		3.0000	3.0000
Bridgeport Public Library		1.5000	1.5000
Frankenmuth District Library		0.8493	0.8493
Merrill District Library		0.7980	0.7980
Reese Unity District Library		0.9965	0.9965
River Rapids District Library		0.9942	0.9942
Public Libraries of Saginaw		3.9947	(Charter and Voted combined) 3.9947
St Charles District Library (Brant, St Charles and Swan Creek Townships)		0.7884	0.7884
Thomas Township Library		0.4400	0.4400

Colleges

Community College	Operating	Voted		Total
Delta	1.5563	0.4864	Operating	2.0427



Intermediate School Districts

District	Operating	Voted		Total
Bay-Arenac	0.1890	2.8392	Special Education	
		1.8933	Vocational Education	4.9215
Clinton	0.1985	2.6055	Special Education	
		0.9927	Vocational Education	3.7967
Genesee	0.4092	2.3835	Special Education	
		0.9530	Vocational Education	3.7457
Gratiot-Isabella	0.2640	4.2010	Special Education	
		1.0000	Vocational Education	5.4650
Saginaw	0.1455	1.9417	Special Education	
		1.0000	Career Technical Education	3.0872
Shiawassee	0.2425	4.1968	Special Education	7.2840
Tuscola	0.1411	2.4502	Tuscola ISD additional millages are by Charter	
		1.6496	Vocational Education	4.2409

State Education

State Education Tax	6.0000
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Schools

County Schools	Voted Operating NH	Debt	Sinking Fund	Total School Levy
Birch Run	18.0000	3.0000	0.9000	21.9000
Bridgeport-Spaulding	18.0000		3.0000	21.0000
Carrollton	17.7876	8.6600		26.4476
Chesaning Union	17.9838	4.8700	0.7473	23.6011
Frankenmuth	18.0000	2.1800	2.0000	22.1800
Frankenmuth/Buena Vista	18.0000		2.0000	20.0000
Freeland	18.0000	2.0800	0.9856	21.0656
Hemlock	18.0000	3.9000	1.0000	22.9000
Merrill	18.0000	7.8300		25.8300
Saginaw City	18.0000	5.2000		23.2000
Saginaw City/Buena Vista	18.0000			18.0000
Saginaw Twp	18.0000	2.9000	1.0000	21.9000
St Charles	18.0000	4.4000		22.4000
Swan Valley	18.0000	7.0000	1.5000	26.5000

Out of County Schools	Voted Operating NH	Debt	Sinking Fund	Total School Levy
Ashley	18.0000	8.4000		26.4000
Bay City	18.0000	2.2200	0.6494	20.8694
Breckenridge	18.0000	3.9000		21.9000
Clio	18.0000	3.7500	0.5000	22.2500
Montrose	17.6283	7.0000	0.9907	25.6190
New Lothrop	18.0000	9.2700	1.2453	28.5153
Ovid-Elsie	17.9694	7.8000		25.7694
Reese	18.0000	2.4000	1.5000	21.9000



County

County Millage	Allocated	Voted	Debt
Operating	4.8558		
Animal Control		0.4250	
County Events Center		0.2250	
Castle Museum		0.1997	
County Parks		0.2942	
Senior Citizens		0.5900	
Mosquito Control		0.6400	
Sheriff Service		1.7500	
Children's Zoo		0.2000	
9-1-1 Authority		0.2800	
Health Dept		0.4800	
Hospital Debt			0.4494
Sub-Total	4.8558	5.0839	0.4494
Total County Rate	10.3891		

4. **Budget Audit Committee – D. Krafft, Chair; A. O’Neal, Vice-Chair**

- 4.1) **TREASURER/CONTROLLER**, re: Payment of Claims for July and August 2020
- 4.2) **FINANCE DIRECTOR**, re: Approval to amend FY 2021 Budget to reflect Indirect Costs and Information Technology (IT) charges to each department
- 4.3) **INFORMATION TECHNOLOGY**, re: Approval of \$23,000 from the Public Improvement Fund for the purchase of a new high volume Ricoh 8300 printer
- 4.4) **CONTROLLER/CAO**, re: Approval of a Bond Resolution for Dow Event Center Capital Improvement Projects in an amount not to exceed \$15 million

- ***Krafft moved, seconded by Theisen, to approve 4.1 through 4.4 leaving room for exceptions. Harris excepted 4.4 for discussion and the motion carried as to 4.1 - 4.3. After discussion regarding 4.4, the motion carried.***

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.1

OCTOBER 20, 2020

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>
10-20-14	Electronic Transactions	July 1 – 31, 2020	\$ 8,764,728.91
	Voucher Payments	July 1 – 31, 2020	\$ 9,609,284.01
10-20-15	Electronic Transactions	August 1 – 31, 2020	\$ 7,946,827.41
	Voucher Payments	August 1 – 31, 2020	\$15,885,137.50



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
James G. Theisen
Michael A. Webster

Amos O'Neal, Vice-Chair
Carl E. Ruth

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.2

OCTOBER 20, 2020

Your Budget/Audit Committee considered Communication No. 10-20-20 from Koren Thurston, Finance Director, requesting amendment of the FY 2021 Budget.

We met with Ms. Thurston via Zoom and she explained that the county's plan consultant, MGT of America, has finalized the county's 2019 Cost Allocation Plan which is used to allocate indirect costs and the 2019 Information Technology (IT) Rate Calculation which is used to allocate IT services for the 2021 budget cycle. The total of these charges is an increase of \$70,704 to the FY 2021 General Fund. We recommend approval to amend the FY 2021 Budget to allocate indirect costs and IT charges to each county department as submitted.

Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair
James G. Theisen
Michael A. Webster

Amos O'Neal, Vice-Chair
Carl E. Ruth

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.3

OCTOBER 20, 2020

Your Budget/Audit Committee considered Communication No. 10-20-21 from Josh Brown, Director, Information Technology (IT), and requesting \$23,000 from the Public Improvement Fund for the purchase of a new high volume Ricoh 8300 printer.

We met with Mr. Brown via Zoom and he explained this purchase is necessary due to the age and issues being experienced by the current primary Ricoh 8100 high volume printer. Applied Imaging has already placed the printer in good faith to allow Saginaw County the ability to maintain operations.

We recommend approval of \$23,000 from the Public Improvement Fund for the purchase of a Ricoh 8300 printer in the Information Technology Department.

Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair
James G. Theisen
Michael A. Webster

Amos O'Neal, Vice-Chair
Carl E. Ruth



FROM: COMMITTEE ON BUDGET/AUDIT -- 4.4

OCTOBER 22, 2020

Your Budget/Audit Committee considered Communication No. 10-20-12 from Robert Belleman, Controller/CAO, requesting approval of a Bond Resolution for Dow Event Center Capital Improvement Projects in an amount not to exceed \$15 million.

We met with Mr. Roger Swets, Bond Counsel, and Jon Block, Dow Event Center General Manager, via Zoom. Mr. Swets explained the terms and structure of the bond issue and Mr. Block discussed with the committee the actual projects that will be addressed in Phase I.

We recommend approval of the Bond Resolution for Dow Event Center Capital Improvement Projects in an amount not to exceed \$15 million, as presented under the regular order of business.

Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT

Dennis H. Krafft, Chair
James G. Theisen
Michael A. Webster

Amos O’Neal, Vice-Chair
Carl E. Ruth

5. **Labor Relations Committee – K. Kilpatrick, Chair; C. Stack, Vice-Chair**

- 5.1) **SHERIFF**, re: Waiver of the hiring freeze for three (3) Jail Security positions
- 5.2) **CLERK**, re: Waiver of the hiring freeze for three (3) positions of Legal Specialist I in the Circuit Court Records Office
- 5.3) **RETIREMENT ADMINISTRATOR**, re: Approval to amend the MERS Defined Contribution Plan to permit loans in accordance with MERS guidelines and IRS regulations
- 5.4) **RETIREMENT ADMINISTRATOR**, re: Approval of HAP/ASR Plans A, B, C, and D and to amend County Policy #343 – Employee Insurance [On Addendum day of meeting]

- ***Kilpatrick moved, seconded by Harris, to approve 5.1 – 5.4 leaving room for exceptions. There were no exceptions and the motion carried.***

FROM: COMMITTEE ON LABOR RELATIONS -- 5.1

OCTOBER 20, 2020

Your Labor Relations Committee considered Communication No. 10-20-13 from Sheriff William Federspiel requesting waiver of the hiring freeze and approval to fill three (3) Jail Security positions.

We met with Undersheriff Mike Gomez via Zoom and he explained the positions are necessary and there is sufficient funding in the FY 2021 Budget.

We recommend approval to waive the hiring freeze and fill three (3) Jail Security positions in the Sheriff’s Office.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair
Kyle R. Harris
Michael A. Webster

Charles M. Stack, Vice-Chair
Sheldon Matthews



COMMITTEE ON LABOR RELATIONS -- 5.2

OCTOBER 20, 2020

Your Labor Relations Committee considered Communication No. 10-20-17 from County Clerk Michael Hanley requesting waiver of the hiring freeze and approval to fill three (3) positions of Legal Specialist I in the Circuit Court Records Office.

We met with Mr. Hanley and Kyle Bostwick, Deputy County Clerk, and they explained that these positions are either vacant or are soon to become vacant. The Circuit Court Records Office is severely understaffed and a full staff of data entry clerks is necessary and essential in their efforts to keep the courts functioning without delay. Funds for these positions are available within the FY 2021 Budget. We recommend approval to waive the hiring freeze and fill three (3) positions of Legal Specialist I in the Circuit Court Records Office.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair
Kyle R. Harris
Michael A. Webster

Charles M. Stack, Vice-Chair
Sheldon Matthews

FROM: COMMITTEE ON LABOR RELATIONS -- 5.3

OCTOBER 20, 2020

Your Labor Relations Committee considered Communication No. 10-20-19 from Amy Deford, Retirement Administrator, requesting amendment of the Saginaw County Defined Contribution Plan to permit loans in accordance with MERS guidelines and applicable IRS regulations.

We met with Ms. Deford who explained that when Saginaw County adopted its Defined Contribution 401(a) Plan for all union and non-union groups in 1994, it did not allow employees to obtain loans. Discussion was held regarding the reasons the loan provision originally was not permitted. Saginaw County believed it had a fiduciary responsibility to its employees to preserve their retirement funds and the employee would lose all market gains on the money that was withdrawn. Additionally, MERS requires all loans be paid back upon leaving employment and any outstanding balance would be taxed and penalized as an early withdrawal. Further discussion was held with Josh Brown, IT Director, regarding the required programming changes, and he indicated it is not a significant amount of work. Commissioners additionally discussed an employee's right to have access to their own money and to allow them to borrow it as they see fit.

We recommend approval to adopt the MERS Defined Contribution & 457 Loan Addendum, which outlines the loan provisions, and MERS Defined Contribution Plan Adoption Agreement, to permit loans in accordance with MERS guidelines and applicable IRS regulations.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair
Kyle R. Harris
Michael A. Webster

Charles M. Stack, Vice-Chair
Sheldon Matthews

FROM: COMMITTEE ON LABOR RELATIONS -- 5.4

OCTOBER 20, 2020

Your Labor Relations Committee considered Communication No. 10-20-22 Amy Deford, Retirement Administrator, requesting approval of HAP/ASR Plan Rates for the 2021 plan year and amendment of County Policy #343 – Employee Insurance to reflect the inclusion of a second alternate plan – Plan D.



We met with Ms. Deford and the Controller and they explained the process that was undertaken with the Union/Management Committee. At the September 21, 2020 meeting of the Union/Management Committee, it was recommended to select HAP/ASR as the health insurance carrier for 2021. HAP was able to match our current plans that are now in effect with Aetna. The three plans are Plan A with a \$100/\$200 deductible with member coinsurance at 100%; Plan B with a \$500/\$1000 deductible with member coinsurance at 20%; and Plan C High Deductible Health Plan with a \$1,400/\$2,800 deductible with member coinsurance at 100%. There was discussion at this meeting of an additional plan with HAP and possible modification to Plan A and Plan B to try reducing employee premium shares. The Union/Management Committee met on Monday, October 19, 2020 to review an additional plan, which was presented by HAP with a design that is comparable to the current Plan B and proposed changes to the existing Plan A and Plan B. The Committee reviewed the proposed modifications to the existing Plan A and Plan B, but were not interested in making changes to these plans as the reduction in employee premium share was not significant.

The Committee's recommendation was to pursue the additional plan with similar benefits as the existing Plan B, but with \$0 for employee premium share. The proposed changes to Plan B would be increasing the out-of-pocket maximum from \$3,000/\$6,000 to \$8,550/\$17,100, emergency room from \$50 to \$250, prescription drugs from \$7/\$35/\$70 to \$10/\$40/\$80 with Specialty drugs at 50% with \$100 minimum and \$400 maximum. Additional benefits include 100% coverage deductible waived for services provided by a Non-Facility Laboratory, i.e. Quest Laboratories. Also, 100% coverage deductible waived for surgeries performed at certain Ambulatory Surgical Centers, i.e. Matric, Towne Center. Providing this additional plan will result in \$0 premium share for employees. The Committee recommended pursuing this additional health plan with similar benefits as the existing Plan B.

We recommend approval of the HAP/ASR Plan Rates for health plans A, B, C, and D for the 2021 plan year as presented (on file) and to amend County Policy #343 – Employee Insurance, as submitted.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair

Kyle R. Harris

Michael A. Webster

Charles M. Stack, Vice-Chair

Sheldon Matthews

6. **Executive Committee – M. Webster, Chair**

None

7. **Legislative Committee – J. Theisen, Chair; A. O'Neal, Vice-Chair**

None

8. **Intergovernmental Cooperation Committee – J. Theisen, Chair; C. Stack, Vice-Chair**

None

9. **Committee Compensation**

10-20-20.1) September 6 – September 19, 2020

10-20-20.2) September 20 – October 3, 2020

- ***Hadsall moved, seconded by Harris, to approve 10.20.20.1 and 10.20.20.2 leaving room for exceptions. There were no exceptions and the motion carried.***



COMMITTEE COMPENSATION - 10.20.20.1

OCTOBER 20, 2020

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held September 6 - 19, 2020

COVID-19 - Governor Whitmer issued Stay Home. Stay Safe. Save Lives. Executive Order 2020-154 - Alternative means to conduct government business during the COVID-19 pandemic.

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	09/08/20	Union/Mgt. Health Insurance Committee	Hadsall	\$50.00	1
2	09/08/20	Human Services Committee	O'Neal	\$50.00	1
			Theisen	\$50.00	1
			Matthews	\$50.00	1
			Ruth	\$50.00	1
			Webster	\$50.00	1
3	09/08/20	Courts & Public Safety Committee	Hadsall	\$25.00	1
			Kilpatrick	\$50.00	1
			Dwan	\$50.00	1
			O'Neal	\$25.00	1
			Webster	\$25.00	1
4	09/09/20	County Services Committee	Stack	\$50.00	1
			Hadsall	\$50.00	1
			Harris	\$50.00	1
			Krafft	\$50.00	1
			Webster	\$50.00	1
5	09/10/20	SC-CHAP	Matthews	\$50.00	1
6	09/10/20	Airport Committee	Krafft	\$50.00	1
			Matthews	\$25.00	1
			O'Neal	\$50.00	1
7	09/10/20	Budget/Audit Committee	Krafft	\$25.00	1
			O'Neal	\$25.00	1
			Ruth	\$50.00	1
			Webster	\$50.00	1
8	09/11/20	MAC Environmental via GotoMeeting	Webster	\$50.00	1
9	09/14/20	Labor Relations Committee	Kilpatrick	\$50.00	1
			Stack	\$50.00	1
			Harris	\$50.00	1
			Matthews	\$50.00	1
			Webster	\$50.00	1



Board of Commissioners – October 20, 2020

10	09/15/20	Executive Committee	Webster	\$50.00	1
			O'Neal	\$50.00	1
			Hadsall	\$50.00	1
			Stack	\$50.00	1
			Krafft	\$50.00	1
11	09/16/20	Castle Museum Board	Hadsall	\$25.00	1
12	09/16/20	Saginaw Valley Zoological Society	Matthews	\$25.00	1
			O'Neal	\$25.00	1
13	09/16/20	CoW - Strategic Planning Session	9 Present	\$450.00	9
		Dwan, Hadsall, Kilpatrick, Krafft, Matthews, O'Neal, Ruth, Stack, Webster <i>Absent: Harris, Theisen</i>			
14	09/17/20	9-1-1 Communications Authority	Matthews	\$50.00	1
15	09/17/20	Commission on Aging	Stack	\$50.00	1
16	09/17/20	City/County/School Liaison Committee	Ruth	\$50.00	1
17	09/17/20	Community Action Committee	O'Neal	\$50.00	1
			TOTAL	\$2,325.00	51

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (9-18-20)

COMMITTEE COMPENSATION - 10.20.20.2

October 20, 2020

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held September 20 - October 3, 2020.

COVID-19 - Governor Whitmer issued Stay Home. Stay Safe. Save Lives. Executive Order 2020-154 - Alternative means to conduct government business during the COVID-19 pandemic.

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	09/21/20	Union Management Benefit Committee	Hadsall	\$50.00	1
			Stack	\$50.00	1
2	09/22/20	Saginaw CVB	Ruth	\$25.00	1
3	09/22/20	Labor Relations Committee - Special	Kilpatrick	\$25.00	1
			Stack	\$25.00	1
			Harris	\$25.00	1
			Matthews	\$25.00	1
			Webster	\$25.00	1
4	09/22/20	Board Session	11 Present	\$550.00	11
		Dwan, Hadsall, Harris, Kilpatrick, Krafft, Matthews, O'Neal, Ruth, Stack, Theisen, Webster			
5	09/23/20	GLB Regional CVB	Ruth	\$50.00	1
6	09/28/20	MAC Health & Human Services via GotoMtg	O'Neal	\$50.00	1
7	09/28/20	MAC Judiciary & Public Safety via GotoMtg	Hadsall	\$50.00	1
8	09/28/20	MI Works! Executive Committee	Ruth	\$50.00	1



9	09/29/20	Special Board Session Dwan, Hadsall, Harris, Kilpatrick, Krafft, Matthews, O'Neal, Ruth, Stack, Webster <i>Absent: Theisen</i>	10 Present	\$500.00	10
TOTAL				\$1,500.00	33

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (10-2-20)

RESOLUTIONS

RESOLUTION "A" BOND RESOLUTION

LIMITED TAX GENERAL OBLIGATION BONDS, SERIES 2020B

PRESENT: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Carl E. Ruth, James G. Theisen, Michael A. Webster – 9*

ABSENT: *Amos O'Neal, Charles M. Stack – 2*

TOTAL: *- 11*

Commissioner Krafft offered the following resolution and moved for adoption. The motion was seconded by Commissioner Kilpatrick.

WHEREAS, the Board of Commissioners of the County (the "Board") does hereby determine that it is necessary to finance the cost of designing, purchasing, acquiring, constructing and installing capital improvement items, including, but not limited to, the design, acquisition and construction of improvements to the Dow Event Center, including without limitation, roof improvements, parking ramp improvements, electrical improvements, lighting improvements, elevator improvements, hockey glass and dasher improvements, ice slab/piping and refrigeration improvements, restroom improvements, RTU HVAC improvements, as well as all appurtenances, site work, improvements, furnishings, fixtures, and equipment necessary or incidental to these improvements, as well as other capital improvement items as determined by the County (the "Project"); and,

WHEREAS, the cost of the Project is estimated not to exceed Fifteen Million Dollars (\$15,000,000); and,

WHEREAS, the Board has determined to issue bonds and to use the proceeds of the sale of such bonds to finance a portion of the Project.

THEREFORE, BE IT RESOLVED by the Board of Commissioners of the County of Saginaw, Michigan, as follows:

23. AUTHORIZATION OF BONDS – PURPOSE. Bonds of the County aggregating the principal sum as determined by order of the Controller/Chief Administrative Officer, but not to exceed Fifteen Million Dollars (\$15,000,000) shall be issued and sold for the purpose of defraying all or part of the cost of the Project.



24. BOND DETAILS. The bonds shall be designated "Limited Tax General Obligation Bonds, Series 2020B," shall be dated the date of their delivery; shall be numbered from 1 upwards; shall be fully registered; shall be in the denomination of \$5,000 each or any integral multiple thereof not exceeding the aggregate principal amount for each maturity, or such other denominations approved by the Authorized Officer (defined below); shall bear interest at a rate or rates not exceeding 5% per annum to be determined upon the sale thereof and payable semiannually on such dates as shall be determined by order of the Controller/Chief Administrative Officer; and shall be serial and/or term bonds and mature on such dates and in such amounts as shall be determined by order of the Controller/Chief Administrative Officer; provided, however, that the final principal maturity of the bonds shall be not later than thirty years from the date of issuance. If the original purchaser of the bonds shall designate certain of the bonds as term bonds, the principal maturities of the bonds shall become mandatory redemption requirements in accordance with the provisions of Section 6 and the form of bond set forth in Section 10. In the absence of the Controller/Chief Administrative Officer, the County Treasurer shall exercise any authority granted to the Controller/Chief Administrative Officer as contemplated by and in furtherance of the provisions of this Bond Resolution.
25. PAYMENT OF PRINCIPAL AND INTEREST. The principal of and interest on the bonds shall be payable in lawful money of the United States. Principal shall be payable upon the bonds as they severally mature. Interest shall be paid to the registered owner of each bond as shown on the registration books at the close of business on the 15th day of the calendar month preceding the month in which the interest payment is due. Interest shall be paid when due by check or draft drawn upon and mailed by the bond registrar and paying agent to the registered owner at the registered address.
26. BOOK-ENTRY SYSTEM. At the option of the initial purchaser of the Bonds, one fully-registered bond for each maturity, in the aggregate amount of such maturity, shall be issued in the name of Cede & Co., as nominee of The Depository Trust Company ("DTC") for the benefit of other parties (the "Participants") in the book-entry-only transfer system of DTC. In the event the County determines that it is in the best interest of the County not to continue the book-entry system of transfer or that the interests of the holders of the bonds might be adversely affected if the book-entry system of transfer is continued, the County may notify DTC and the bond registrar and paying agent, whereupon DTC will notify the Participants of the availability through DTC of bond certificates. In such event, the bond registrar and paying agent shall deliver, transfer and exchange bond certificates as requested by DTC and any Participant or "beneficial owner" in appropriate amounts in accordance with this Bond Resolution. DTC may determine to discontinue providing its services with respect to the bonds at any time by giving notice to the County and the bond registrar and paying agent and discharging its responsibilities with respect thereto under applicable law, or the County may determine that DTC is incapable of discharging its duties and may so advise DTC. In either such event, the County shall use reasonable efforts to locate another securities depository. Under such circumstances (if there is no successor securities depository), the County and the bond registrar and paying agent shall be obligated to deliver bond certificates in accordance with the procedures established by



this Bond Resolution. In the event bond certificates are issued, the provisions of this Bond Resolution shall apply to, among other things, the transfer and exchange of such certificates and the method of payment of principal of and interest on such certificates. Whenever DTC requests the County and the bond registrar and paying agent to do so, the County and the bond registrar and paying agent shall cooperate with DTC in taking appropriate action after reasonable notice to make available one or more separate certificates evidencing the bonds to any Participant having bonds credited to its DTC account or to arrange for another securities depository to maintain custody of certificates evidencing the bonds.

Notwithstanding any other provision of this Bond Resolution to the contrary, so long as any bond is registered in the name of Cede & Co., as nominee of DTC, all payments with respect to the principal of, interest on and redemption premium, if any, on the bonds and all notices with respect to the bonds shall be made and given, respectively, to DTC. The Controller/Chief Administrative Officer is authorized to sign the Blanket Issuer Letter of Representations on behalf of the County in such form as such official deems necessary or appropriate in order to accomplish the issuance of the bonds in accordance with law and this Bond Resolution.

27. OPTIONAL REDEMPTION. The Bonds may be subject to optional redemption prior to maturity upon such terms and conditions as shall be determined by order of the Controller/Chief Administrative Officer.
28. MANDATORY PRIOR REDEMPTION. If any of the bonds are designated by the original purchaser as term bonds such bonds shall be subject to mandatory prior redemption at par and accrued interest in accordance with the maturity schedule determined by the Controller/Chief Administrative Officer and upon the terms and conditions set forth in the form of bond contained in Section 10 hereof. The bonds to be redeemed shall be selected by lot.
29. BOND REGISTRAR AND PAYING AGENT. The County Controller/Chief Administrative Officer or the County Treasurer shall designate, and may enter into an agreement with, a bond registrar and paying agent for the bonds that shall be a bank or trust company located in the State of Michigan that is qualified to act in such capacity under the laws of the United States of America or the State of Michigan or which may be an officer of the County. The County Controller/Chief Administrative Officer or County Treasurer may from time to time as required remove the bond registrar and paying agent and may designate a similarly qualified successor bond registrar and paying agent.
30. EXECUTION, AUTHENTICATION AND DELIVERY OF BONDS. The bonds shall be executed in the name of the County by the manual or facsimile signatures of the Chairperson of the Board and the County Clerk and authenticated by the manual signature of an authorized representative of the bond registrar and paying agent, and the seal of the County (or a facsimile thereof) shall be impressed or imprinted on the bonds. After the bonds have been executed and authenticated for delivery to the original purchaser thereof, they shall



be delivered by the County Treasurer or the Controller/Chief Administrative Officer to the purchaser upon receipt of the purchase price. Additional bonds bearing the facsimile signatures of the Chairperson of the Board and the County Clerk and upon which the seal of the County (or a facsimile thereof) is impressed or imprinted may be delivered to the bond registrar and paying agent for authentication and delivery in connection with the exchange or transfer of bonds. The bond registrar and paying agent shall indicate on each bond the date of its authentication.

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

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

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

The County and the bond registrar and paying agent may deem and treat the person in whose name any bond shall be registered upon the books of the County as the absolute owner of such bond, whether such bond shall be overdue or not, for the purpose of receiving payment of the principal of and interest on such bond and for all other purposes, and all payments made to any such registered owner, or upon his order, in accordance with the provisions of Section 3 of this Bond Resolution shall be valid and effectual to satisfy and discharge the liability upon such bond to the extent of the sum or sums so paid, and neither the County nor the bond registrar and paying agent shall be affected by any notice to the contrary. The County agrees to indemnify and save the bond registrar and paying agent harmless from and against any and all loss, cost, charge, expense, judgment or liability incurred by it, acting in good faith and without negligence hereunder, in so treating such registered owner.

For every exchange or transfer of bonds, the County or the bond registrar and paying agent may make a charge sufficient to reimburse it for any tax, fee or other governmental



charge required to be paid with respect to such exchange or transfer, which sum or sums shall be paid by the person requesting such exchange or transfer as a condition precedent to the exercise of the privilege of making such exchange or transfer.

- 32. FORM OF BONDS. The bonds shall be in substantially the following form, with such changes as approved by the Controller/Chief Administrative Officer and consistent with the terms of this Bond Resolution:

**UNITED STATES OF AMERICA
STATE OF MICHIGAN
COUNTY OF SAGINAW
LIMITED TAX GENERAL OBLIGATION BOND, SERIES 2020B**

Interest Rate Maturity Date Date of Original Issue CUSIP

Registered Owner:

Principal Amount:

The County of Saginaw, State of Michigan (the "County"), acknowledges itself indebted to and for value received hereby promises to pay to the Registered Owner identified above, or registered assigns, the Principal Amount set forth above on the Maturity Date specified above, unless redeemed prior thereto as hereinafter provided, upon presentation and surrender of this bond at the corporate trust office of _____, _____, Michigan, the bond registrar and paying agent, or at such successor bond registrar and paying agent as may be designated pursuant to the Resolution (as hereinafter defined), and to pay to the Registered Owner, as shown on the registration books at the close of business on the 15th day of the calendar month preceding the month in which an interest payment is due, by check or draft drawn upon and mailed by the bond registrar and paying agent by first class mail postage prepaid to the Registered Owner at the registered address, interest on such Principal Amount until the County's obligation with respect to the payment of such Principal Amount is discharged, at the rate per annum specified above. Interest is payable on the first day of _____ and _____ in each year, commencing on _____ 1, 2021. Principal and interest are payable in lawful money of the United States of America. Interest shall be computed on the basis of a 360-day year of twelve 30-day months.

This bond is one of a series of bonds aggregating the principal sum of _____ Dollars (\$_____) issued by the County under and pursuant to and in full conformity with the Constitution and Statutes of Michigan (especially Act 34, Public Acts of Michigan, 2001, as amended) and a bond authorizing resolution adopted by the Board of Commissioners of the County (the "Resolution") for the purpose of defraying the cost of designing, purchasing, acquiring, constructing and installing capital improvement items, including, but not limited to, the design, acquisition and construction of improvements to the Dow Event Center, including without limitation, roof improvements, parking ramp improvements, electrical improvements, lighting improvements, elevator improvements, hockey glass and dasher improvements, ice slab/piping and refrigeration improvements, restroom improvements, RTU HVAC improvements, as well as all



appurtenances, site work, improvements, furnishings, fixtures, and equipment necessary or incidental to these improvements, as well as other capital improvement items as determined by the County.

The County has irrevocably pledged its full faith and credit for the prompt payment of the principal of and interest on this bond as the same become due. The principal of and interest on the bonds are payable as a first budget obligation of the County from its general funds. The ability of the County to raise such funds is subject to applicable statutory and constitutional limitations on the taxing power of the County. The amount of taxes necessary to pay the principal of and interest on the bonds, together with the taxes levied for the same year, shall not exceed the limit authorized by law.

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

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

MANDATORY PRIOR REDEMPTION

Bonds maturing in the year ____ are subject to mandatory prior redemption at par and accrued interest as follows:

Redemption Date	Principal Amount of Bonds to be Redeemed
_____	_____

Bonds or portions of bonds to be redeemed by mandatory redemption shall be selected by lot.

(REPEAT IF MORE THAN ONE TERM BOND)

OPTIONAL PRIOR REDEMPTION

Bonds maturing prior to _____ 1, 20__, are not subject to redemption prior to maturity. Bonds maturing on and after _____ 1, 20__, are subject to redemption prior to maturity at the option of the County, in such order as shall be determined by the County, on any date on or after _____ 1, 20__. Bonds may be partially redeemed in any amount. If less than all of the bonds maturing in any year are to be redeemed, the bonds or portions of bonds to be redeemed shall be



selected by lot. The redemption price shall be the par value of the bond or portion of the bond called to be redeemed plus interest to the date fixed for redemption.

Not less than thirty nor more than sixty days' notice of redemption shall be given by first-class mail to the registered owners of bonds called to be redeemed at their registered addresses. Failure to receive notice of redemption shall not affect the proceedings for redemption. Bonds or portions of bonds called for redemption shall not bear interest after the date fixed for redemption, provided funds are on hand with the bond registrar and paying agent to redeem the same.

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

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

COUNTY OF SAGINAW

By: _____
Its: Chairperson, Board of Commissioners

And: _____
Its: Clerk

CERTIFICATE OF AUTHENTICATION

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

Bond Registrar and Paying Agent

By: _____
Authorized Representative

Authentication Date: _____, 2020



ASSIGNMENT

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

(please print or type social security number or taxpayer identification number and name and address of transferee)

the within bond and all rights thereunder, and does hereby irrevocably constitute and appoint _____ attorney to transfer the within bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____, 20__

Notice: The signature to this assignment must correspond with the name as it appears upon the face of the within bond in every particular, without alteration or enlargement or any change whatever. When assignment is made by a guardian, trustee, executor or administrator, an officer of a corporation, or anyone in a representative capacity, proof of his/her capacity to act must accompany the bond.

In the presence of: _____

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

Signature Guaranteed: _____

[END OF BOND FORM]

- 33. **SECURITY.** The full faith and credit of the County are pledged hereby to the payment of the principal and interest on the bonds authorized by this Bond Resolution. Each year the County shall include in its budget as a first budget obligation an amount sufficient to pay such principal and interest as the same shall become due. The ability of the County to raise funds for the payment of the principal of and interest on the bonds is subject to applicable constitutional and statutory limitations on the taxing power of the County. The amount of taxes necessary to pay the principal of and interest on the bonds, together with the taxes levied for the same year, shall not exceed the limit authorized by law. The proceeds of such taxes (both current and delinquent) shall be deposited as collected into a Principal and Interest Fund that shall be established for the bonds, and until the principal of and the interest on the bonds are paid in full, such proceeds shall be used only for payment of such principal and interest.
- 34. **ESTIMATES OF PERIOD OF USEFULNESS AND COST.** The estimated period of usefulness of the Project for which the bonds are to be issued is hereby determined to be thirty (30) years and upwards, and the estimated cost of the Project in the amount of \$15,000,000 as submitted to the Board is hereby approved and adopted.
- 35. **USE OF BOND PROCEEDS – CONSTRUCTION FUND.** From the proceeds of the sale of the bonds there shall be set aside in the Principal and Interest Fund (i) any accrued interest received from the purchaser of the bonds at the time of delivery of the bonds, (ii) such



premium, if any, received from the purchaser of the bonds at the time of delivery of the bonds in such amount as determined by the Controller/Chief Administrative Officer, and (iii) such amount, if any, determined by the Controller/Chief Administrative Officer to pay interest on the Bonds on such date or dates determined by the Controller/Chief Administrative Officer, which interest is hereby capitalized. The remainder of the proceeds of the sale of the bonds shall be set aside in a construction fund and used to pay the costs of issuing the bonds and to acquire and construct the Project.

36. TAX COVENANT. The County covenants to comply with all requirements of the Internal Revenue Code of 1986, as amended (the "Code") necessary to assure that the interest on the bonds will be and will remain excludable from gross income for federal income tax purposes. The County Controller/Chief Administrative Officer and other appropriate officials of the County are authorized to do all things necessary (including the making of such covenants of the County as shall be appropriate) to assure that the interest on the Bonds will be and will remain excludable from gross income for federal income tax purposes.

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

38. REPLACEMENT OF BONDS. Upon receipt by the County Treasurer of proof of ownership of an unmatured bond, of satisfactory evidence that the bond has been lost, apparently destroyed or wrongfully taken and of security or indemnity that complies with applicable law and is satisfactory to the County Treasurer, the County Treasurer may authorize the bond registrar and paying agent to deliver a new executed bond to replace the bond lost, apparently destroyed or wrongfully taken in compliance with applicable law. In the event an outstanding matured bond is lost, apparently destroyed or wrongfully taken, the County Treasurer may authorize the bond registrar and paying agent to pay the bond without presentation upon the receipt of the same documentation required for the delivery of a replacement bond. The bond registrar and paying agent, for each new bond delivered or paid without presentation as provided above, shall require the payment of expenses, including counsel fees, which may be incurred by the bond registrar and paying agent and the County in the premises. Any bond delivered pursuant to the provisions of this Section 16 in lieu of any bond lost, apparently destroyed or wrongfully taken shall be of the same form and tenor and be secured in the same manner as the bond in substitution for which such bond was delivered.



39. APPROVAL OF DEPARTMENT OF TREASURY. The issuance and sale of the bonds shall be subject to permission being granted therefor by the Michigan Department of Treasury pursuant to Act 34, Public Acts of Michigan, 2001, as amended ("Act 34"), unless the County has qualified status pursuant to Act 34, and, if necessary, the Controller/Chief Administrative Officer is authorized and directed to make applications to the Michigan Department of Treasury for permission to issue and sell the bonds as provided by the terms of this Bond Resolution and Act 34.
40. SALE, ISSUANCE, DELIVERY, TRANSFER AND EXCHANGE OF BONDS. The Controller/Chief Administrative Officer is authorized to sell the Bonds pursuant to a negotiated sale in accordance with Act 34. It is hereby determined that such negotiated sale is in the best interests of the County and is calculated to provide the County with maximum flexibility in pricing the Bonds. The Controller/Chief Administrative Officer is authorized to negotiate a bond purchase agreement, a placement agreement or other purchase agreement or term sheet (the "Purchase Agreement") with an underwriter or other purchaser (a "Purchaser") to be selected by the Controller/Chief Administrative Officer at or prior to the time of the sale of the Bonds. The Controller/Chief Administrative Officer may determine that an underwriter may act on behalf of itself and any other underwriters as determined by the Controller/Chief Administrative Officer. The Purchase Agreement shall set forth the principal amount of the Bonds, principal maturities and dates, interest rates and interest payment dates, redemption provisions, if any, purchase price to be paid by the Purchaser and compensation or expenses to be paid to the Purchaser, as well as such other terms and provisions as the Controller/Chief Administrative Officer determines to be necessary or appropriate in connection with the sale of the Bonds.

Notwithstanding the foregoing, if the Controller/Chief Administrative Officer determines that a competitive sale would be in the best interests of the County, the Bonds shall be sold pursuant to a competitive sale. The Controller/Chief Administrative Officer is hereby authorized to approve an Official Notice of Sale for the Bonds and publish the same in accordance with law in *The Bond Buyer* at least seven days before the date set for the sale of the Bonds. An Official Notice of Sale for the Bonds shall set forth, with respect to the Bonds, the principal amount, principal maturities and dates, interest rates and interest payment dates, redemption provisions, if any, and purchase price to be paid by the successful bidder, as well as such other terms and provisions as the Controller/Chief Administrative Officer determines to be necessary or appropriate in connection with the sale of the Bonds. Sealed bids for the purchase of the Bonds shall be received up to such time as shall hereafter be determined by the Controller/Chief Administrative Officer. Following the receipt of bids for the Bonds, the Controller/Chief Administrative Officer is authorized to award the Bonds to the successful bidder therefor or reject all bids and negotiate the sale of the Bonds with a selected Purchaser.

Notwithstanding any other provision of this Resolution, the Chairperson of the Board of Commissioners, the County Clerk, the County Treasurer, the Financial Services Manager and the Controller/Chief Administrative Officer (each an "Authorized Officer") are each individually authorized within the limitations set forth below to determine the title of the



Bonds, the interest rate or rates, maximum interest rate, amount of discount or premium, amount of maturities, principal amount, amount of good faith deposit, if any, denominations, dates of issuance, dates of maturities, interest payment dates, optional and mandatory redemption rights, and term bond options. The authority granted to the Authorized Officer by this Section, is subject to the following limitations:

- (e) The par amount of the Bonds shall not exceed \$15,000,000.
- (f) The interest rate on any Bond shall not exceed 5% per annum.
- (g) The final maturity date of the Bonds shall not be later than thirty years from the date of issuance of the Bonds.
- (h) The Bonds shall be sold at a price not less than 97% of the par value of the Bonds.

The Authorized Officer is hereby authorized for and on behalf of the County, without further Board approval, to: (a) negotiate the sale of the Bonds and enter into a Bond Purchase Agreement or otherwise award the sale of the Bonds; (b) to engage a placement agent; (c) to make any elections or designations under the Code; and (d) do all other acts and take all other necessary procedures required to effectuate the sale, issuance and delivery of the Bonds.

Approval by the County of the matters delegated in this section or any other sections may be evidenced by execution or approval of a sale order or such other documents by the Authorized Officer. The Authorized Officer is authorized to execute any documents or certificates necessary to complete the transaction, including, but not limited to, any applications including applications to the Michigan Department of Treasury (including an Application for State Treasurer's Approval to Issue Long-Term Securities, applications for waivers, and the submission of any supporting or related documents), any certificates, receipts, orders, agreements, instruments, security reports, a blanket letter of representations, and any certificates relating to federal or state securities laws, rules or regulations, and to pay any fees required by the State of Michigan.

41. OFFICIAL STATEMENT; CONTINUING DISCLOSURE: The Controller/Chief Administrative Officer is hereby authorized to cause the preparation of a preliminary official statement and a final official statement for the bonds for the purpose of enabling compliance with SEC Rule 15c2-12 (the "Rule") by the successful bidder or bidders and to do all other things necessary to enable compliance with the Rule by the successful bidder or bidders. After the award of the bonds, the County shall provide, on a timely basis and in reasonable quantity as requested by the successful bidder or bidders to enable the successful bidder or bidders to comply with paragraphs (b)(3) and (b)(4) of the Rule and the rules of the Municipal Securities Rulemaking Board.

The Controller/Chief Administrative Officer is hereby authorized to execute and deliver in the name of and on behalf of the County (i) a certificate of the County to comply with the requirement for a continuing disclosure undertaking of the County pursuant to subsection (b)(5) or (d)(2) of the Rule, as applicable, and (ii) amendments to such certificate from time to time in accordance with the terms of such certificate



(the certificate and any amendments thereto are collectively referred to herein as the "Continuing Disclosure Certificate"). The County hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate. The remedies for any failure of the County to comply with or carry out the provisions of the Continuing Disclosure Certificate shall be as set forth therein.

42. **BOND INSURANCE**. The Controller/Chief Administrative Officer is authorized and directed to take any actions that may be necessary or appropriate to purchase a policy or policies of municipal bond insurance with respect to the bonds to the extent that such officer determines that the purchase of such municipal bond insurance is in the best interests of the County. If the Controller/Chief Administrative Officer makes such a determination, the purchase of a policy or policies and the payment of premiums therefor and the execution by such officer of any necessary commitments with respect thereto are hereby authorized.
43. **BOND COUNSEL**. The firm of Dickinson Wright PLLC is hereby employed as bond counsel to the County for the issuance of the Bonds and the Authorized Officer is authorized to sign an engagement letter with bond counsel with such fee as is provided in the financial report prepared for the Bonds. The County acknowledges that Dickinson Wright PLLC represents a number of financial institutions in public finance matters, including financial institutions that may potentially purchase the Bonds, and consents to Dickinson Wright PLLC's representation of the County as bond counsel and, and waives any conflict of interest arising from such representation of a financial institution or underwriter that may purchase the Bonds in other matters not involving the County.
44. **CONFLICTING RESOLUTIONS**. All resolutions and parts of resolutions, insofar as they are in conflict herewith, are rescinded to the extent of the conflict.

Yeas: Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Carl E. Ruth, James G. Theisen, Michael A. Webster – 9

Nays: - 0

Absent: Amos O'Neal, Charles M. Stack – 2

Total: - 11

CERTIFICATION

I, the undersigned, the Clerk of the County of Saginaw, Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted at a regular meeting of the Board of Commissioners of said County held on the 20th day of October, 2020, the original of which resolution is on file in my office. I further certify that notice of said meeting was given in accordance with the provisions of the Open Meetings Act for any meeting held pursuant thereto.

Dated: October 20, 2020

Michael J. Hanley, Clerk, County of Saginaw



UNFINISHED BUSINESS

None

PROCLAMATIONS

None

ELECTIONS

- Hadsall moved, seconded by Matthews, to re-elect *Donald Hare* to the **Department of Health & Human Services Board** for a 3-year term that expires October 31, 2023

APPOINTMENTS

- Appointed *Darryl Thomas* to fill a vacancy on the **Region VII Area Agency on Aging Board** for a 3-year term that expires March 31, 2023

COMMISSIONER AUDIENCES

None

CHAIR ANNOUNCEMENTS

- Chairman Webster asked Civil Counsel for clarification on SB 1108 (PA 228 of 2020) that amends the Open Meetings Act to provide for virtual meetings. Dave Gilbert advised that it allows for virtual meetings until the end of 2020 and there is a provision that it is retroactive back to March 18, 2020; therefore, there is no need for a public body to ratify all of the decisions it made over the last several months due to the invalidation of the Governor's Executive Order. The Controller advised that Civil Counsel will bring language to the November Board Session so action can be taken in person to validate all Board decisions made since the shut down due to COVID-19 as a precautionary measure should the ruling of SB 1108 (PA 228 of 2020) be challenged.

By Commissioner Harris, seconded by Commissioner Hadsall: That the Board adjourn. Motion carried. Thereupon, the Board adjourned at 5:52 p.m.

Respectfully Submitted,

SAGINAW COUNTY BOARD OF COMMISSIONERS

MICHAEL A. WEBSTER, CHAIRMAN

MICHAEL J. HANLEY, CLERK

Prepared by: Suzy Koeplinger, Deputy County Clerk



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

NOVEMBER SESSION 2020

First Day of the November Session of the Board of Commissioners of Saginaw County, Michigan, held Tuesday, November 17, 2020. The Board met at TheDow Event Center – Atrium, 303 Johnson St., Saginaw, MI 48607 at 5:00 p.m. with the Honorable Michael A. Webster in the Chair. Deputy Clerk Suzy Koeplinger took roll, quorum present as follows:

PRESENT: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, Michael A. Webster - 10*

ABSENT: *James G. Theisen - 1*

TOTAL: - 11

PUBLIC: Robert Belleman, Dave Gilbert, Lt. Mark Pryzbylski, Michael Hanley, Linda James, Amy Deford, Carol Ewing, Jack Tany, Gerald Little, Norm Bamberger, Barb Smith, Chad Wurtzel, Mary McLaughlin, Joyce Seals, Gregory Willis, Chris Klawuhn, Angie Miller, Isaac Blackmon, Ricardo Quentanilla, Candice Braddock, Chris Harrington, Cindy Louchart

Chairman Webster opened the meeting citing current COVID-19 statistics in Saginaw County: 6,348 positive cases; 173 deaths; 27 Saginaw County employees have tested positive; and 74 Saginaw County employees have reported direct contact with a positive person, with 44 being traced back to contact at work.

Commissioner O’Neal gave the invocation followed by the Pledge of Allegiance to the flag.

Public Notice of Regular Board Session

November 6, 2020

TO: SAGINAW COUNTY BOARD OF COMMISSIONERS

RE: Notice of November Board Session

Honorable Commissioners:



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

Tuesday, November 17, 2020 at 5:00 p.m.

TheDow Event Center – Atrium

303 Johnson St., Saginaw, MI 48607

To mitigate the spread of the COVID-19 pandemic, protect the public health, and provide essential protections to Saginaw County residents, the Saginaw County Board of Commissioners will conduct entrance screening on all individuals prior to entry into the Red Room and masks are required. Entrance screening will consist of a temperature check and answering health questions. Masks, gloves and hand sanitizer will be provided. **6' Social Distancing and use of masks will be strictly enforced.**

This meeting is being held consistent with the Open Meetings Act in order to promote government accountability and fostering openness in government to enhance responsible decision-making.

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. Public comments or questions may be submitted to the Board Office by email at any time prior to the meeting at boc@saginawcounty.com. Comments and questions submitted will be read aloud during the public comment portion of the meeting.

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,
Michael J. Hanley, County Clerk

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 Harris moved, seconded by Commissioner O'Neal, to approve the October 20, 2020 Regular Meeting Minutes. Motion carried.

PUBLIC HEARING

- At 5:06 p.m., Chairman Webster opened a public hearing on modification of the Saginaw County Health Department Environmental Health Code as to Chapter IV, Sec. 6.2(2). There were no speakers and the hearing remained open.

AUDIENCES

- Chairman Webster recognized Barb Smith for her work with suicide education and awareness with a Certificate of Recognition and presentation of a WAVE Award.
- Vice-Chair Ruth recognized Norm Bamberger for financially assisting the county to provide ASIST training to Saginaw County employees with a Certificate of Recognition and presentation of a WAVE Award.



- Joyce Seals, Chair of the Saginaw County Prevention Coalition, formerly FYI, presented information and provided commissioners with a grant-funded package of information, including a locking device for prescription drugs and a packet used to dissolve old medications.

LAUDATORY RESOLUTIONS

**Saginaw County WAVE Award
Barb Smith
YOU ARE TRULY MAKING WAVES!**

*“Sometimes we don’t realize the people we impact until we are reminded by beautiful gifts.”
~ Barb Smith*

The Saginaw County Board of Commissioners recognizes Barb Smith with the WAVE Award, standing for Work*Achievement*Valiant*Effort, to highlight excellence at work and in our community. Every day, extraordinary *Actions* and *Efforts* are performed by our residents, employees and at-large members of our community. It is the goal of the WAVE Award that the hard work and dedication of these individuals is truly noticed.

She’s the most phenomenal person you don’t want to meet only because that means the most horrific thing has happened in your life. It means you are now part of a club that you never wanted to be a member of...a survivor of suicide. Your loved one is gone. It’s at this point, when you are in shock, when it’s not real, when you believe there is no hope, you don’t know how you will live without your loved one, and you ask “WHY did this happen?” keeps playing over and over in your head. That’s the exact moment, when your world is dark, that you WANT to meet her. The instant you meet Barb Smith, that’s when you grab on to her hand and she will guide you back to the light. It is BECAUSE Barb has personally felt this raw pain from her own devastating losses that she understands the range of emotions that survivors of suicide will face.

Barb Smith is a survivor of her brother and sister-in-law’s suicide. She is recognized nationally for the work she’s done at both the local and statewide level. Barb is the executive director of Suicide Resource & Response Network, which has been supporting families left behind after suicide. Amazingly, Barb is certified as a T4T, State Coordinator for Yellow Ribbon (gatekeeper training), Applied Suicide Intervention Skills Trainer (ASIST), Suicide Alert for Everyone Trainer (safeTALK), victims advocate for the Saginaw County Sheriff’s Department, and a suicide outreach specialist. Barb has had the opportunity to present to over 70,000+ people not only on her lived experience but new research and how we can use it to prevent future deaths to suicide. Barb introduced Zero Suicide to the Great Lakes Bay Region where three major hospitals are now implementing Zero Suicide into the health care system and collaborating with behavioral health and the community at large, creating a “region-wide” zero suicide initiative.



Proudly, she was recognized as the “Saginawian of the Year,” and in 2003, she received the “Volunteer of the Year Award” from United Way. The *Walk for Hope...Depression and Suicide Awareness* annual event in Saginaw, Michigan is hosted by the *Barb Smith* Suicide Resource & Response Network. It too was effected by the pandemic and went virtual raising over \$61,000. She is the author of a short story in the *i'Mpossible Project* book that features 50 authors. The *i'Mpossible Project* is a collection of 50 powerful stories. The stories are all about overcoming obstacles, reengaging with life, and creating new possibilities.

On October 5, 2019, Barb Smith, Executive Director, and Stacey Urbani, Director of Public Relations and Program Development, Suicide Resource & Response Network, presented to the Executive Committee information on how to prevent suicide through education and resources and to support those impacted by suicide. Through (ASIST) individuals are trained to help prevent suicide by recognizing signs, providing a skilled intervention, and developing a safety plan to keep them safe. This three-level approach to suicide prevention can be implemented in communities, schools or the workplace to create an inter-connected support team around individuals in crisis keeping them safe from suicide.

At this meeting, without hesitation, Norm Bamberger and Judge Joe DeFransesco offered funding for County employees who wished to participate in the training. Because of this action, 30+ employees throughout the County received ASIST training and became certified with overwhelming positive results. On November 14, 2019, six (6) County employees began the intense training and more followed. It is the County’s goal that co-workers, citizens, family members and friends of employees who participated in the training will be beneficiaries of skills developed and lessons learned, not to mention the number of lives possibly saved as a result of these collective efforts. Just one life saved is worthy of the time and investment spent with Barb Smith and her team at the Response Network!

Barb has made it her mission to not only help the survivors but also the kids of today. They need to know that when they talk to someone they are being HEARD. Barb speaks around the country hoping that through her work, she will deter people from attempting suicide and that they know there is help, light, and someone who cares.

The Saginaw County Board of Commissioners celebrates your *Valiant Effort* in all that you do to empower our community to live up to its promise. Thank you for your generosity, kindness, and commitment to help individuals understand that there is light at the end of the tunnel.

Respectfully Submitted,
Saginaw County Board of Commissioners
Michael A. Webster
Chairman, District #11

Presented & Adopted: November 17, 2020



**Saginaw County WAVE Award
Norm Bamberger
YOU ARE TRULY MAKING WAVES!**

The Saginaw County Board of Commissioners recognizes Norm Bamberger with the WAVE Award, standing for Work*Achievement*Valiant*Effort, to highlight excellence at work and in our community. Every day, extraordinary Actions and Efforts are performed by our residents, employees and at-large members of our community. It is the goal of the WAVE Award that the hard work and dedication of these individuals is truly noticed.

Barb Smith, Executive Director, and Stacey Urbani, Director of Public Relations and Program Development, Suicide Resource & Response Network, presented to the Executive Committee information on how to prevent suicide through education and resources and to support those impacted by suicide. Through its Applied Suicide Intervention Skills Training (ASIST) individuals are trained to help prevent suicide by recognizing signs, provide a skilled intervention, and develop a safety plan to keep them safe. This three-level approach to suicide prevention can be implemented in communities, schools or the workplace to create an inter-connected support team around individuals in crisis keeping them safe from suicide.

Without hesitation, Norm offered funding for 30 County employees who wished to participate in the training. Because of his action, employees throughout the County received ASIST training and became certified with overwhelming positive results. On November 14, 2019, six (6) County employees began the intense training. Norm's generous donation exemplifies the need and example that we should all model of stepping up without prompting. Through this selfless act of kindness, we can assume that a countless number of family, friends, co-workers and citizens have indirectly benefited from the training received, not to mention the number of lives that were possibly saved by this action, even if it means just one life saved. Norm recognized the need to help with community mental health issues and the growing concern of increased suicides in Saginaw County.

The Saginaw County Board of Commissioners celebrates your Valiant Effort in all that you do to empower our community to live up to its promise. Thank you for your generosity, kindness and your selfless act.

Respectfully Submitted,
Saginaw County Board of Commissioners
Michael A. Webster
Chairman, District #11

Presented & Adopted: November 17, 2020

PUBLIC HEARING

2nd Call

- At 5:35 p.m., Chairman Webster announced the second call of a public hearing on modification of the Saginaw County Health Department Environmental Health Code as to Chapter IV, Sec. 6.2(2). He asked if there was anyone wishing to speak; hearing none, he announced the hearing would remain open.



PETITIONS AND COMMUNICATIONS

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

- 11-17-1 HEALTH DEPARTMENT** submitting amended Board of Health Bylaws for approval.
-- Human Services **(11-17-1.1)**
- 11-17-2 RICHARD CRANNELL** requesting reappointment to the Saginaw County Road Commission for another six (6) year term.
-- Election
- 11-17-3 DEB KESTNER** requesting reappointment to the Saginaw County Road Commission for another six (6) year term.
-- Election
- 11-17-4 SAGINAW COUNTY CONVENTION & VISITORS BUREAU** submitting for discussion and approval its FY 2021 proposed Budget.
-- County Services **(11-17-3.1)**
- 11-17-5 CONTROLLER/CAO** submitting the 2020 Third Quarter Finance and Program reports for the Historical Society of Saginaw County and our four out-county museums.
-- County Services *(Receive & File)*
- 11-17-6 CITY OF FRANKENMUTH** submitting Public Hearing Notices to establish an industrial development district and exemption certificate for Star of the West, 245 S. Main St.
-- County Services *(Receive & File)*
- 11-17-7 EQUALIZATION** submitting information for Saginaw County to enter into an agreement for a Designated Assessor pursuant to PA 660 of 2018.
-- County Services *(No Action)*
- 11-17-8 CIVIL COUNSEL** submitting a Responsible Contractor Policy and Resolution and revisions to the Saginaw County Purchasing Policy for approval.
-- County Services **(11-17-3.2/Res. A)**
- 11-17-9 10TH CIRCUIT – FAMILY DIVISION** requesting amendment of its FY 2021 Budget to reflect receipt of Federal Title IV-E Grant monies in FY 2020 in the amount of \$104,081.93 for increased representation in abuse/neglect proceedings.
-- Executive **(11-17-6.1)**
- 11-17-10 RETIREMENT ADMINISTRATOR** requesting approval of Defined Benefit and Defined Contribution Plan Adoption Agreement Addendums that expand on the definition of Service Credit Qualification.
-- Labor Relations **(11-17-5.2)**
- 11-17-11 70TH DISTRICT COURT** requesting a temporary Personnel Control Number (PCN) in order to train a replacement for the Attorney-Magistrate who is due to retire January 4, 2021.
-- Labor Relations **(11-17-5.3)**
- 11-17-12 PERSONNEL DIRECTOR** submitting the November 2020 Employment Status Report covering statistics for the month of October 2020.
-- Labor Relations *(Receive & File)*
- 11-17-13 COMMUNITY CORRECTIONS** requesting waiver of the hiring freeze to fill the position of Pretrial Screener.
-- Labor Relations **(11-17-5.1)**



- 11-17-14 HEALTH DEPARTMENT** requesting approval to hold a Public Hearing and modify Chapter IV, Sec. 6.2(2) of the Saginaw County Environmental Code.
-- Executive **(11-17-6.2)**
- 11-17-15 HEALTH DEPARTMENT** requesting creation of a Personnel Control Number (PCN) (0.5 FTE) to the Laboratory Budget (221-60110) and waiver of the hiring freeze to fill the new position of Lab Technologist to assist with additional testing capacity.
-- Labor Relations **(11-17-5.4)**
- 11-17-16 PERSONNEL SPECIALIST** forwarding for discussion employee survey results regarding school-age children and how they are attending school.
-- Labor Relations *(Receive & File)*
- 11-17-17 PERSONNEL SPECIALIST** forwarding elected official/department head survey results regarding employees who are working remotely.
-- Labor Relations *(Receive & File)*
- 11-17-18 ANIMAL CARE & CONTROL** requesting waiver of the hiring freeze to fill the position of Kennel Technician (PT).
-- Labor Relations **(11-17-5.1)**
- 11-17-19 ENBRIDGE** requesting a Resolution from Saginaw County in support of the Line 5 Great Lakes Tunnel project.
-- Executive **(11-17-6.3/Res. B)**
- 11-17-20 PERSONNEL DIRECTOR** requesting waiver of the hiring freeze to fill the position of Personnel Specialist due to a recent resignation.
-- Labor Relations **(11-17-5.1)**
- 11-17-21 CIVIL COUNSEL** submitting for approval a Resolution to Ratify and Confirm Actions Approved by the Board of Commissioner During Remote Meetings.
-- Executive **(11-17-6.4/Res. C)**
- 11-17-22 RETIREMENT ADMINISTRATOR** requesting approval of (amended) Defined Benefit and Defined Contribution Plan Adoption Agreement Addendums that expand on the definition of Service Credit Qualification.
-- Labor Relations **(11-17-5.2)**

INITIATORY MOTIONS

None

PUBLIC HEARING

3rd Call

- At 5:36 p.m., Chairman Webster announced the third call of a public hearing on modification of the Saginaw County Health Department Environmental Health Code as to Chapter IV, Sec. 6.2(2). He asked if there as anyone wishing to speak; hearing none, he announced the hearing would be closed.



REPORTS OF COMMITTEES

1. **Human Services Committee – A. O’Neal, Chair; J. Theisen, Vice-Chair**
 - 1.1) **HEALTH DEPARTMENT**, re: Approval of Amended Board of Health Bylaws
 - ***O’Neal moved, seconded by Stack, to approve 1.1. Motion carried.***

FROM: COMMITTEE ON HUMAN SERVICES – 1.1

NOVEMBER 17, 2020

Your committee considered Communication No. 11-17-1 from Christina Harrington, Health Officer, requesting approval of amended Board of Health Bylaws.

We met with Ms. Harrington who explained that Board of Health performed a review of the existing Bylaws and voted to amend the document at its October 27, 2020 meeting. The amendments made by the Board of Health include changes to articles III, IV, V, VI and X. The majority of the changes made include changing the number of Board members from nine (9) to up to fifteen (15) voting members. Membership seats added would consist of senior leadership from public health system partners such as (but not limited to) Covenant, Ascension St. Mary’s, CMU Health, Great Lakes Bay Health Centers, Community Mental Health, ISD and the Community Foundation. Changes to the Board membership include the appointment annually of one (1) county commissioner instead of two (2); decreasing monthly meetings to bi-monthly meetings; and clarified Board advisory roles including to provide input to the Controller for Health Officer annual job performance evaluation.

We recommend approval of the attached, amended Board of Health Bylaws.

Respectfully submitted,

COMMITTEE ON HUMAN SERVICES

Amos O’Neal, Chair
Sheldon Matthews
Carl E. Ruth

James G. Theisen, Vice-Chair
Michael A. Webster

BYLAWS OF THE SAGINAW COUNTY BOARD OF PUBLIC HEALTH

ARTICLE I NAME

The name of this body is Saginaw County Board of Public Health.

ARTICLE II PURPOSE

The purpose of this body is to safeguard the public health and safety of the people in the community pursuant to Act No. 368, P.A. 1978, as amended.



**ARTICLE III
BOARD OF DIRECTORS**

- Section 1:** The Chairman of the Saginaw County Board of Commissioners shall select a County Board of Public Health of no more than 15 voting members.
- Section 2:** The composition of the Board shall consist of senior leadership from public health system organizations in Saginaw County that may include, but are not limited to: Covenant HealthCare, Ascension St. Mary’s, CMU Health, Great Lakes Bay Health Centers, Saginaw County Community Mental Health Authority, the Saginaw Intermediate School District, and the Saginaw Community Foundation; community members and/or consumers of health department services; and at least one licensed health care provider.
- Section 3:** One member shall be a Commissioner appointed by the Chairman of the Saginaw County Board of Commissioners.
- Section 4:** The Saginaw County Controller/Chief Administrative Officer shall be an ex officio non-voting member.

**ARTICLE IV
Terms of Office**

- Section 1:** Non-Commissioner appointees shall be appointed to serve for three years and may be reappointed to succeed themselves.
- Section 2:** Commissioner appointees shall be appointed to serve for one year, provided they continue to serve as elected County Commissioners and may be reappointed.
- Section 3:** If a Board member misses two or more consecutive meetings without notification or without a valid reason, the Board of Health may notify the Board of Commissioners to remove the member from the Board of Health.

**ARTICLE V
Powers and Duties**

- Section 1:** The duties and responsibilities of the Board of Public Health shall be advisory to the Administrative Health Officer and Senior Leadership of the Saginaw County Health Department and is created by the Saginaw County Board of Commissioners, pursuant to Section 2431 of the Public Health code to:
- a. Advise, consult and cooperate with the Saginaw County Health Department for the enhancement and promotion of the health of the Saginaw County community.
 - b. Identify public health issues through citizen and community input and based on data.



- c. Participate in strategic planning to establish department priorities, as well as community health improvement strategies and plans.
- d. Serve as a liaison between the greater community and the Saginaw County Health Department and to act as advocates for Department positions and policies as it pertains to the community.
- e. Advise the Saginaw County Board of Commissioners regarding public health matters or other matters affecting the Saginaw County Health Department.
- f. Make recommendations to the Board of Commissioners for the appointment, performance evaluation, and removal of the Health Officer.
 - i. The Board of Public Health will provide input to the County Controller/Chief Administrative Officer for annual job performance evaluation.
 - ii. The Board of Commissioners may remove the Health Officer, if in the Board's opinion; the Health Officer is incompetent to execute properly the duties of the office. The Board of Commissioners may also remove the Health Officer if, on charges and evidence, the Board is satisfied that the Health Officer is guilty of official misconduct or habitual or willful neglect of duty and if the misconduct or neglect is sufficient cause for removal, after a hearing and with notice to the Health Officer and provide the Health Officer an opportunity to be heard in person or by counsel.

Section 2: The Board of Public Health shall review the regulations formulated by the Health Department which are necessary or appropriate to implement or carry out the duties or functions vested by law in the local health department. The regulations shall be approved by the majority vote of the full Board of Commissioners. The said regulations shall become effective 45 days after the Board of Commissioners' approval.

- a. Before the adoption of a regulation, the Health Officer shall give notice of the public hearing and offer any person an opportunity to present data, views, and arguments. The notice shall be given at least 10 days before the public hearing and at least 20 days before the adoption of the regulation. The notice shall include the time and place of the public hearing and a statement of the terms or substance of the proposed regulation or a description of the subjects and issues involved and the proposed effective date of the regulation.

Section 3: The Board of Public Health shall recommend to the Board of Commissioners the schedule of fees for services authorized or required to be performed by the Health Department along with the Department's annual budget.



- Section 4:** The Board of Public Health shall require the Health Officer to:
- a. Implement all County personnel policies and regulations
 - b. Report to the Board of Public Health on a regular basis on programmatic and operational status as appropriate

ARTICLE VI MEETINGS

- Section 1:** The Board of Public Health shall meet bi-monthly but may meet at other times as deemed necessary by the call of the Chairperson or by a written request of five members of the Board of Public Health. If any Board member is not available for a scheduled meeting, the individual should contact the Recording Secretary of the Board prior to the meeting.
- Section 2:** The Health Officer shall be responsible for posting notice of meetings pursuant to Act 267, P.A. 1976; Open Meetings Act.
- Section 3:** Agenda and notice of meetings of the Board of Public Health shall be furnished to each member in writing one week in advance of such meetings, except in emergency situations.
- Section 4:** The Board of Public Health is authorized to create standing and ad hoc subcommittees, as it may determine from time to time to be in the best interests of the community. The Chairperson shall appoint all persons to such committees with approval of the Board of Public Health. Non-members of the Board of Public Health may serve on the committees but shall not serve as Chairperson.
- Section 5:** The Board of Public Health shall convene in a regular session during the month of January of each year, in the Saginaw County Public Health Center, provided a quorum is present. The January meeting will constitute the annual meeting of the Board of Public Health, at which time the officers of the Board of Public Health shall be elected and other appropriate business shall be conducted. At this meeting, the Health Officer, who is the Administrative Officer of the Board of Public Health, shall conduct the election of the Chairperson.

ARTICLE VII OFFICERS

- Section 1:** The Officers of the Board of Public Health shall be the Chairperson, Vice Chairperson, and Secretary. The term of office for the officers shall be one calendar year.



Section 2: An officer can serve consecutive terms in the capacity, if elected. The Chairperson shall appoint a recording secretary who may or may not be a member of the Board of Public Health.

**ARTICLE VIII
QUORUM**

Section 1: A majority of the membership, including one officer, of the Board of Public Health shall constitute a quorum at any meeting. A simple majority is required to enact any order of business.

**ARTICLE IX
RULES OF ORDER**

Section 1: Robert’s Rules of Order, Newly Revised, shall be the parliamentary authority for all matters or procedure not specifically covered by the Bylaws or by specific rules or procedures adopted by the Board of Public Health.

**ARTICLE X
AMENDMENTS**

Section 1: These bylaws may be amended by a two-thirds majority vote of the Board of Public Health, provided that the members shall have received a copy of the proposed revision in writing at least fifteen (15) days prior thereto. Adopted amendments shall be forwarded to the Board of Commissioners for final approval.

Adopted by the Board of Public Health on 09/13/79.

Approved by the Board of Commissioners on 12/11/79.

Revised by the Board of Health on 08/29/83.

Revision approved by the Board of Commissioners on 10/11/83.

Revised by the Board of Health on 02/22/88.

Revised by the Board of Health on 10/03/89.

Revision approved by the Board of Commissioners on 11/21/89.

Revised by the Board of Health on 01/08/92.

Revision approved by the Board of Commissioners on 2/23/92.

Revised by the Board of Health on 03/03/99.

Revision approved by the Board of Commissioners on 04/20/99.

Revised by the Board of Health on 12/4/13.

Revision approved by the Board of Commissioners on 1/21/14.

Revised by the Board of Health on 05/03/17

Revision approved by the Board of Commissioners on 08/15/17.

Revised by the Board of Health on 10/27/2020

Revision approved by the Board of Commissioners on 11/17/20.



2. **Courts and Public Safety Committee – C. Hadsall, Chair; K. Kilpatrick, Vice-Chair**
None
3. **County Services Committee – C. Stack, Chair; C. Hadsall, Vice-Chair**
- 3.1) **SAGINAW CVB**, re: Approval of FY 2021 Budget
- 3.2) **CIVIL COUNSEL**, re: Approval of new County Policy 244 “Responsible Contractor Policy” and revisions to County Policy 241 “Purchasing Policy” (*Amended*)
- ***Stack moved, seconded by O’Neal, to approve 3.1 and 3.2 leaving room for exceptions. Krafft excepted 3.2 for discussion and the motion carried as to 3.1. After brief discussion, Krafft Commissioner Privileged 3.2 and it will appear on the December 15, 2020 Agenda under Unfinished Business.***

FROM: COMMITTEE ON COUNTY SERVICES – 3.1

NOVEMBER 17, 2020

Your committee considered Communication No. 11-17-4 from Annette Rummel, Saginaw County Convention & Visitors Bureau submitting for discussion and approval its FY 2021 proposed Budget. We met with Ms. Rummel via Zoom who explained the annual budget of the Saginaw County Convention & Visitors Bureau. Ms. Rummel shared a PowerPoint presentation highlighting Overnight Tourism Status, Census of Rooms, Overhead Expenses, Investments and answered questions regarding the fairness of the assessment for marketing and how Saginaw County benefits from their share. She stated there have been no complaints from contributors. We recommend approval of the FY 2021 Saginaw County Convention & Visitors Bureau proposed Budget with the understanding that funding of special projects would return to the Board of Commissioners for approval.

Respectfully Submitted,

COMMITTEE ON COUNTY SERVICES

Charles M. Stack, Chair
Kyle R. Harris
Michael A. Webster

Cheryl M. Hadsall, Vice-Chair
Dennis H. Krafft

COMMISSIONER PRIVILEGED

[Unfinished Business at December 15, 2020 Board Session]

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

~~**NOVEMBER 17, 2020**~~

~~Your committee considered Communication No. 11-17-8 from Dave Gilbert, Civil Counsel, submitting for approval a Responsible Contractor Policy, Resolution and revisions to the Saginaw County Purchasing Policy.~~

~~We met with Mr. Gilbert who provided a brief explanation of the proposed revisions to County Purchasing Policy #241 to rescind and delete any reference to prevailing wage requirements and to add a reference to a Responsible Contractor Policy. Extensive discussion was held between the Controller, Civil Counsel, and Commissioners and revisions are reflected below:~~

- ~~1. Approve the addition of “include criteria for Responsible Contractors” to 5.21 and 5.30 of Saginaw County Purchasing Policy~~
- ~~2. Definition of Prevailing Wage in 5.23 of Saginaw County Purchasing Policy remained~~



- ~~3. Revise 6.3.1.1.7.2 of Saginaw County Purchasing Policy raising the ceiling on small construction contracts for projects from \$50,000 to \$1,000,000 to pre-qualify every three (3) years and have a standing list of contractors~~
- ~~4. Revise 6.3.1.1.7.2 of Saginaw County Purchasing Policy for projects over \$1,000,000 to follow policy #244~~
- ~~5. Revise 6.5.4 of Saginaw County Purchasing Policy to carry language over from Saginaw County Purchasing Policy 5.23, leaving prevailing wage language in policy – not to be enforced unless:

 - ~~1) The Wage and Hour Division of the State starts collecting data and,~~
 - ~~2) Prevailing Wage is re-instated at State level in Michigan~~~~
- ~~6. Approve a Resolution Approving A Responsible Contractor Policy for Saginaw County with the change to \$50,000 to \$1,000,000~~
- ~~7. Approve the Responsible Contract Policy and General Policies #4~~
- ~~8. Approve the policy with proposed changes and two (2) appendices and request formal training information and include OSHA forms~~
- ~~9. Approve the Responsible Contractor Policy with Appendix as amended, and Resolution~~

~~We recommend approval of proposed County Policy #244 – Responsible Contractor Policy and revisions to County Policy #241 – Purchasing. A Resolution has been submitted under the regular order of business.~~

Respectfully Submitted,

COMMITTEE ON COUNTY SERVICES

Charles M. Stack, Chair
Kyle R. Harris
Michael A. Webster

Cheryl M. Hadsall, Vice-Chair
Dennis H. Krafft

4. **Budget Audit Committee – D. Krafft, Chair; A. O’Neal, Vice-Chair**

None

5. **Labor Relations Committee – K. Kilpatrick, Chair; C. Stack, Vice-Chair**

- 5.1) **PERSONNEL/COMMUNITY CORRECTIONS/ANIMAL CARE & CONTROL**, re: Waiver of the hiring freeze for the positions of Personnel Specialist, Pretrial Screener, and Kennel Technician (PT)
- 5.2) **RETIREMENT ADMINISTRATOR**, re: Approval of Defined Benefit and Defined Contribution Plan Addendums regarding service credit qualifications
- 5.3) **70TH DISTRICT COURT**, re: Approval of a temporary PCN to train a replacement for the Attorney/Magistrate due to retire in January 2021
- 5.4) **HEALTH DEPARTMENT**, re: Approval of a new PCN and waiver of the hiring freeze for a new position of Lab Technologist
- 5.5) **COMMISSIONER MATTHEWS**, re: Approval to purchase a ham for each Saginaw County employee using the Christmas Fund (Vending Concessions/G2G Account)



- **Kilpatrick moved, seconded by Matthews, to approve 5.1 – 5.5 leaving room for exceptions. Dwan excepted 5.5 for discussion and the motion carried as to 5.1 – 5.4. Dwan commended Matthews for his ideas and discussion was held regarding using the money to reinstate the hours to the District Court employees who were eliminated in the FY 2021 Budget. Dwan moved, seconded by Harris, to apply the funds earmarked for employee hams to the District Court employees who reduced their hours. Motion failed by the following roll-call vote:**
Yes: Dwan, Kilpatrick, Harris – 3
No: Ruth, Stack, Matthews, Hadsall, Krafft, O’Neal, Webster – 7
Abs: Theisen – 1
Total: -11

- **The Chairman asked for a roll-call vote on the original motion. The motion carried with the following vote:**
Yes: Stack, Kilpatrick, Matthews, Hadsall, Krafft, O’Neal, Ruth, Webster – 8
No: Dwan, Harris – 2
Abs: Theisen – 1
Total: - 11

FROM: COMMITTEE ON LABOR RELATIONS -- 5.1

NOVEMBER 17, 2020

Your Labor Relations Committee considered Communication Nos. 11-17-20, 11-17-13, and 11-17-18 from various 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>
Jennifer Broadfoot	Personnel Director	Personnel Specialist
Mary McLaughlin	Community Corrections Manager	Pretrial Screener
Bonnie Kanicki	Animal Control Director	Kennel Technician (PT)

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

Respectfully submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair
Kyle R. Harris
Michael A. Webster

Charles M. Stack, Vice-Chair
Sheldon Matthews

FROM: COMMITTEE ON LABOR RELATIONS -- 5.2

NOVEMBER 17, 2020

Your Labor Relations Committee considered Communication No. 11-17-10 from Amy Deford, Retirement Administrator, requesting approval of Defined Benefit and Defined Contribution Plan Adoption Agreement Addendums that expand on the definition of Service Credit Qualification.

We met with Ms. Deford at the November 9, 2020 Labor Relations Committee meeting to discuss the minor changes, which were approved pending consultation with Bond Counsel. Subsequent to that meeting, MERS provided information that the day of work definition will not apply and will be replaced with specific hours required to work in a calendar month. This committee met again on November 17,



2020 prior to the Board Session and approved amended language provided by MERS that will take effect January 1, 2021. The change includes that all full-time employees working 80 hours per calendar month and permanent part-time employees working 40 hours per calendar month would receive service credit.

We recommend approval of the MERS Defined Benefit and Defined Adoption Agreement Addendums pending legal review by Bond Counsel.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair

Kyle R. Harris

Michael A. Webster

Charles M. Stack, Vice-Chair

Sheldon Matthews

FROM: COMMITTEE ON LABOR RELATIONS -- 5.3

NOVEMBER 17, 2020

Your Labor Relations Committee considered Communication No. 11-17-10 from Linda James, 70th District Court Administrator, requesting a temporary Personnel Control Number (PCN) in order to train a replacement for the Attorney-Magistrate who is due to retire January 4, 2021.

We met with Ms. James who explained the training for the incoming Attorney-Magistrate is expected to be a two-week, part-time process and the money to cover the training is in the budget.

We recommend approval of a temporary PCN for training of the incoming Attorney-Magistrate.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair

Kyle R. Harris

Michael A. Webster

Charles M. Stack, Vice-Chair

Sheldon Matthews

FROM: COMMITTEE ON LABOR RELATIONS -- 5.4

NOVEMBER 17, 2020

Your Labor Relations Committee considered Communication No. 11-17-15 from Christina Harrington, Health Officer, requesting creation of a Personnel Control Number (PCN) (0.5 FTE) to the Laboratory Budget (221-60175) and waiver of the hiring freeze to fill the new position of Lab Technologist to assist with additional testing capacity.

We met with Ms. Harrington who explained that the position is grant-funded and anticipates the grant continuing. This position would assist with the additional testing capacity currently being implemented from the State of Michigan. This position is fully funded with state grant dollars, in addition to the expansion of equipment and supplies needed to expand this testing. Funding has been secured for at least the next three years with additional funding probable beyond that timeframe.

We recommend approval to add a PCN for the position of Lab Technologist (0.5 FTE) and waive the hiring freeze for the Lab Technologist position.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair

Kyle R. Harris

Michael A. Webster

Charles M. Stack, Vice-Chair

Sheldon Matthews



FROM: COMMITTEE ON LABOR RELATIONS -- 5.5

NOVEMBER 17, 2020

Your Labor Relations Committee considered a request from Commissioner Sheldon Matthews to utilize the Christmas Fund and provide a spiral ham to each Saginaw County employee.

We discussed the concept with Mr. Matthews and Controller Belleman, who explained that our Purchasing Administrator, Kelly Suppes, was able to obtain a price per pound from Jack's Fruit & Meat Market on Bay Road at \$2.05/lb. for Amish Country Brands of Ohio. Ms. Suppes has estimated the cost of purchasing hams for 708 employees would be \$14,514. The County has \$12,354 in the Christmas Fund (Vending Concessions/G2G Account) to be used for this gift. This account contains non taxpayer-related funds. The shortfall in funding of \$2,160 (based on the estimated cost of an average 10 lb. ham) will be covered by private donations.

We recommend approval to allow the proper county officials to facilitate the purchase of a ham for each Saginaw County employee for the holiday season.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair

Kyle R. Harris

Michael A. Webster

Charles M. Stack, Vice-Chair

Sheldon Matthews

6. **Executive Committee – M. Webster, Chair**

- 6.1) **10TH CIRCUIT COURT – FAMILY DIVISION**, re: Approval to amend its FY 2021 Budget to reflect receipt of Federal Title IV-E Grant monies in FY 2020 for \$104,081.93
- 6.2) **HEALTH DEPARTMENT**, re: Approval to hold a Public Hearing and modify Chapter IV, Sec. 6.2(2) of the Saginaw County Environmental Code
- 6.3) **ENBRIDGE**, re: Approval of Resolution in Support of Line 5 Tunnel Project
- 6.4) **CIVIL COUNSEL**, re: Approval of Resolution to Ratify and Confirm Actions Approved by the Board of Commissioners during Remote Meetings

- ***Krafft moved, seconded by O'Neal, to approve 6.1 to 6.4 leaving room for exceptions. There were no exceptions and the motion carried.***

FROM: EXECUTIVE COMMITTEE -- 6.1

NOVEMBER 17, 2020

Your Executive Committee considered Communication No. 11-17-9 from Todd Borders, 10th Circuit Court – Family Division Administrator, requesting amendment of its FY 2021 Budget to reflect receipt of Federal Title IV-E Grant monies in FY 2020 in the amount of \$104,081.93 for increased representation in abuse/neglect proceedings.

We spoke with Mr. Borders via Zoom, who explained that the process took the entire fiscal year to work out this multi-year opportunity and the grant, administered through the State of Michigan, just began allowing the Family Division to access those funds.

We recommend approval to amend the FY 2021 Budget for 10th Circuit Court – Family Division as indicated above.



Respectfully Submitted,
EXECUTIVE COMMITTEE

Michael A. Webster, Chairman
Cheryl M. Hadsall
Dennis H. Krafft

Amos O’Neal
Charles M. Stack

FROM: EXECUTIVE COMMITTEE -- 6.2

NOVEMBER 17, 2020

Your Executive Committee considered Communication No. 11-17-14 from Christina Harrington, Health Officer, requesting approval to hold a Public Hearing and modify Chapter IV, Sec. 6.2(2) of the Saginaw County Environmental Code.

We spoke with Christopher Klawuhn, Environmental Health Services Director, via Zoom who explained why the change is necessary. Long standing SCHD practice was contradictory to the language set forth in the Environmental Health Code. The current language in the code, if interpreted as written, will inhibit the development of new properties where small volumes of wastewater are produced and will put a large burden on any existing system that needs to be replaced. The proposed amendment clarifies the size of the system that is needed to meet more stringent regulations (those that produce over 1,000 gallons per day). The amendment reads:

Chapter IV, Section 6.2(2)

“Minimum size and design requirements for septic tanks and absorption field for multiple dwellings, commercial, industrial, or places of assembly that produce 1000 gallons per day or more of wastewater shall be in accordance with the guidelines of the Michigan Criteria for Subsurface Sewage Disposal.”

We recommend approval to hold a Public Hearing and modify Chapter IV, Sec. 6.2(2) of the Saginaw County Environmental Code as proposed.

Respectfully Submitted,
EXECUTIVE COMMITTEE

Michael A. Webster, Chairman
Cheryl M. Hadsall
Dennis H. Krafft

Amos O’Neal
Charles M. Stack

FROM: EXECUTIVE COMMITTEE -- 6.3

NOVEMBER 17, 2020

Your Executive Committee considered Communication No. 11-17-19 from Candice Braddock, Sr. Community Affairs Advisor, Enbridge, submitting for approval a Resolution in support of the Line 5 Tunnel. Ms. Braddock presented information to the committee via Zoom and submitted draft resolutions from Bay, Midland and Lapeer for discussion. After discussion, the committee agreed to use the sample provided by Bay County.

We recommend approval to provide a Resolution from Saginaw County in support of the Line 5 Great Lakes Tunnel project that has been submitted under the regular order of business.



Respectfully Submitted,
EXECUTIVE COMMITTEE

Michael A. Webster, Chairman
Cheryl M. Hadsall
Dennis H. Krafft

Amos O’Neal
Charles M. Stack

FROM: EXECUTIVE COMMITTEE -- 6.4

NOVEMBER 17, 2020

Your Executive Committee considered Communication No. 11-17-21 from Dave Gilbert, County Civil Counsel, submitting for approval a Resolution to Ratify and Confirm Actions Approved by the Board of Commissioners during Remote Meetings.

Mr. Gilbert discussed with committee via Zoom that approving this Resolution will act as a safeguard should any actions taken by the Board of Commissioners during remote meetings held between March 30, 2020 and October 12, 2020 be called into question. He provided the committee with a list of all the remote meetings the Board of Commissioners have had since March 20, 2020.

We submit a Resolution to Ratify and Confirm Actions Approved by the Board of Commissioners During Remote Meetings under the regular order of business.

Respectfully Submitted,
EXECUTIVE COMMITTEE

Michael A. Webster, Chairman
Cheryl M. Hadsall
Dennis H. Krafft

Amos O’Neal
Charles M. Stack

7. **Legislative Committee – J. Theisen, Chair; A. O’Neal, Vice-Chair**

None

8. **Intergovernmental Cooperation Committee – J. Theisen, Chair; C. Stack, Vice-Chair**

None

9. **Committee Compensation**

11-17-20.1) October 4 – October 17, 2020

11-17-20.2) October 18 – October 31, 2020

11-17-20.3) November 1 – November 14, 2020

- ***Krafft moved, seconded by Kilpatrick, to approve 11.17.20.1, 11.17.20.2 and 11.17.20.3 leaving room for exceptions. There were no exceptions and the motion carried.***

COMMITTEE COMPENSATION - 11.17.20.1

November 17, 2020

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held October 4 - October 17, 2020

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.

There is currently no approved vaccine or antiviral treatment for this disease.



COVID-19 - Governor Whitmer issued Stay Home. Stay Safe. Save Lives. Executive Order 2020-154 - Alternative means to conduct government business during the COVID-19 pandemic.

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	10/05/20	MAC Transportation via GotoMtg	Webster	\$50.00	1
2	10/06/20	Courts & Public Safety Committee via Zoom	Hadsall	\$50.00	1
			Kilpatrick	\$50.00	1
			O'Neal	\$50.00	1
			Webster	\$50.00	1
3	10/07/20	Crime Prevention Council via Zoom	Ruth	\$50.00	1
4	10/07/20	County Services Committee via Zoom	Stack	\$50.00	1
			Hadsall	\$50.00	1
			Harris	\$50.00	1
			Krafft	\$50.00	1
			Webster	\$50.00	1
5	10/08/20	Budget/Audit Committee via Zoom	Krafft	\$50.00	1
			O'Neal	\$50.00	1
			Theisen	\$50.00	1
			Ruth	\$50.00	1
			Webster	\$50.00	1
6	10/09/20	MAC Environmental via Webex	Webster	\$50.00	1
7	10/12/20	Labor Relations Committee via Zoom	Kilpatrick	\$50.00	1
			Stack	\$50.00	1
			Harris	\$50.00	1
			Matthews	\$50.00	1
			Webster	\$50.00	1
8	10/13/20	Committee of the Whole @ TheDow Red Room	8 Present	\$400.00	8
		Hadsall, Kilpatrick, Krafft, Matthews, Ruth, Stack, Theisen, Webster			
		Absent: Dwan, Harris, O'Neal			
9	10/15/20	Commission on Aging via Zoom	Stack	\$50.00	1
10	10/15/20	Community Action Committee via Teleconference	O'Neal	\$50.00	1
TOTAL				\$1,600.00	32

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (10-16-20)



COMMITTEE COMPENSATION - 11.17.20.2

November 17, 2020

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held October 18 - October 31, 2020.

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.

There is currently no approved vaccine or antiviral treatment for this disease.

COVID-19 - Governor Whitmer issued Stay Home. Stay Safe. Save Lives. Executive Order 2020-154 - Replaced by PA 228 of 2020

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	10/19/20	Union Management Benefit Committee @ TheDow	Hadsall	\$50.00	1
2	10/20/20	Labor Relations Committee - Special @ TheDow	Kilpatrick	\$25.00	1
			Harris	\$25.00	1
			Matthews	\$25.00	1
			Webster	\$25.00	1
3	10/20/20	Board Session @ TheDow Dwan, Hadsall, Harris, Kilpatrick, Krafft, Matthews, Ruth, Theisen, Webster Absent: O'Neal, Stack	9 Present	\$450.00	9
4	10/21/20	Saginaw Valley Zoological Society via GotoMeeting	Matthews	\$50.00	1
			O'Neal	\$50.00	1
5	10/21/20	Animal Control Advisory Council via Zoom	Hadsall	\$50.00	1
6	10/22/20	9-1-1 Authority Board @ Saginaw Township Fire Station #2	Matthews	\$50.00	1
7	10/26/20	MAC Judiciary & Public Safety via GotoMtg	Hadsall	\$50.00	1
8	10/27/20	Saginaw CVB via Zoom	Ruth	\$50.00	1
9	10/28/20	GLB Regional CVB via Zoom	Ruth	\$50.00	1
TOTAL				\$950.00	21

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (10-30-20)



COMMITTEE COMPENSATION - 11.17.20.3

November 17, 2020

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held November 1 - November 14, 2020

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.

There is currently no approved vaccine or antiviral treatment for this disease.

COVID-19 - Governor Whitmer issued Stay Home. Stay Safe. Save Lives. Executive Order 2020-154 - Replaced by PA 228 of 2020

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	11/02/20	Human Services Committee via Zoom	O'Neal	\$50.00	1
			Matthews	\$50.00	1
			Ruth	\$50.00	1
			Webster	\$50.00	1
2	11/04/20	Crime Prevention Council via Zoom	Ruth	\$50.00	1
3	11/04/20	County Services Committee via Zoom	Stack	\$50.00	1
			Hadsall	\$50.00	1
			Harris	\$50.00	1
			Krafft	\$50.00	1
4	11/09/20	Labor Relations Committee via Zoom	Webster	\$50.00	1
			Kilpatrick	\$50.00	1
			Stack	\$50.00	1
			Harris	\$50.00	1
5	11/10/20	Executive Committee via Zoom	Matthews	\$50.00	1
			Webster	\$50.00	1
			Webster	\$50.00	1
			O'Neal	\$50.00	1
			Hadsall	\$50.00	1
			Stack	\$50.00	1
			Krafft	\$50.00	1
TOTAL				\$1,000.00	20

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (11-13-20)



RESOLUTIONS

****COMMISSIONER PRIVILEGED BY COMMISSIONER KRAFFT****

~~RESOLUTION "A"~~

~~A RESOLUTION APPROVING A RESPONSIBLE CONTRACTOR POLICY FOR SAGINAW COUNTY~~

~~SAGINAW COUNTY BOARD OF COMMISSIONERS~~

~~November 17, 2020~~

~~At a regular meeting of the Board of Commissioners of the County of Saginaw, State of Michigan held at Saginaw, Michigan on the 17th day of November 2020 at 5:00 p.m.~~

~~Commissioner _____ offered the following resolution and moved for adoption. The motion was seconded by Commissioner _____.~~

~~WHEREAS, Saginaw County established a Purchasing Policy in 1999 that has been updated throughout the years to meet the changing needs of the organization. This policy governs all procurement of supplies, services, and construction, as well as the management and disposal of supplies. The most recent update to the Purchasing Policy occurred in 2017; and,~~

~~WHEREAS, the County's Purchasing Division of the County Controller's Office is responsible for bidding out the procurement of supplies and services to qualified vendors in a competitive bid process. Effective internal controls safeguard against impropriety, favoritism, or conflict of interest on the part of any County official or employee; and,~~

~~WHEREAS, as designated by the County Controller, the Purchasing Agent or his/her designee shall bid and procure all supplies or services and new construction or renovation work for capital facilities or improvement projects needed by all County departments and agencies. The Purchasing process is a collaborative effort between Purchasing and County departments; and,~~

~~WHEREAS, for each type of procurement, Purchasing Agent shall be responsible for ensuring compliance with the Purchasing policy and procedures on the part of the County departments. Purchasing Agent shall be responsible for all the administrative aspects of each procurement; and,~~

~~WHEREAS, a Responsible Contractor Policy is a method for awarding contracts based on the best value. Under responsible contractor policies, bidders submit information on various "responsibility criteria." The proposed Appendix A of the Responsible Contractor Policy only applies to construction projects between \$50,000 and up to \$1,000,000 and Appendix B applies to construction projects of \$1,000,000 of \$50,000 or more, however other types of purchases could be included in the future; and,~~



~~WHEREAS, the intent of this policy is to make information available to those responsible for purchasing decisions about the relative responsibility of those looking to do business within the County. This information is intended to ensure that all work is performed by firms who are able to successfully complete County projects in a safe, timely, reliable, high quality, and cost effective manner; and,~~

~~WHEREAS, this policy also defines the process for collecting this information, asking bidders to respond to a series of questions about their work practices, workforce, training and certification, relevant experience, financial capacity, **and** organization history **and safety**. Answers to these questions would not exclude any respondent from the bid process and ultimate award. Responses would be available and reviewed by Purchasing Agent. The Responsible Contractor Policy is not meant to be burdensome to the process, but rather provide additional information for consideration. The Policy is not meant to exclude smaller businesses from applying and will not alter nor replace the scoring and review process currently in place for RFP's; and,~~

~~WHEREAS, a construction project means a project consisting of the construction of new buildings, additions to existing buildings, and/or rehabilitation of existing buildings (other than normal refurbishing); and,~~

~~WHEREAS, this policy would cover work carried out in connection with the construction, alteration, conversion, fitting-out, commissioning, renovation, repair, maintenance, refurbishment, demolition, decommissioning or dismantling of a structure. This also includes any or all necessary materials, labor, and equipment, needed to complete the project if such are contracted for separately. All such construction projects would be subject to the established County Purchasing process; and,~~

~~WHEREAS, Responsible Contractor Policies are not necessarily the same as “lowest responsible bidder” policies. Responsible contracting policies, or “best value” policies, seek the lowest and *most responsible* bid, while lowest responsible contractor policies seek the lowest bidder who is *minimally* qualified; and,~~

~~WHEREAS, this matter has been reviewed by Civil Counsel and the County Controller's Office.~~

~~NOW THEREFORE BE IT RESOLVED that the Saginaw County Board of Commissioners approves the Responsible Contractor Policy for Saginaw County, which is attached to this Resolution.~~

~~Yeas:~~

~~Nays:~~

~~Absent:~~

~~Total: -11~~



STATE OF MICHIGAN)
)ss
COUNTY OF SAGINAW)

I, the undersigned, the duly qualified and acting Clerk of the County of Saginaw, State of Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a regular meeting of the Board of Commissioners of said County, held on the 17th day of November, 2020, the original of which is on file in the Board Office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 17th day of November 2020.

Michael J. Hanley, County Clerk
County of Saginaw

**RESOLUTION “B”
BOARD OF COMMISSIONERS
COUNTY OF SAGINAW
STATE OF MICHIGAN**

RESOLUTION SUPPORTING LINE 5 TUNNEL

At a regular meeting of the Board of Commissioners of the County of Saginaw, State of Michigan held at Saginaw, Michigan on the 17th day of November 2020 at 5:00 p.m.

- PRESENT:** *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, Michael A. Webster – 10*
- ABSENT:** *James G. Theisen – 1*
- TOTAL:** - 11

Commissioner Krafft offered the following resolution and moved for adoption. The motion was seconded by Commissioner O’Neal.

WHEREAS, Enbridge’s Line 5 has been operating safely and reliably in the Straits of Mackinac for more than 66 years; and,

WHEREAS, Enbridge’s Line 5, a light crude and natural gas liquids pipeline, helps to safely meet Michigan’s energy needs by fulfilling more than half of the propane needs of the state; and,

WHEREAS, the products delivered to regional refineries provide jobs and ultimately fuel our lives; and,



RESOLUTION “C”

RESOLUTION TO RATIFY AND CONFIRM ACTIONS APPROVED BY THE BOARD OF COMMISSIONERS DURING REMOTE MEETINGS

At a regular meeting of the Board of Commissioners of the County of Saginaw, State of Michigan held at Saginaw, Michigan on the 17th day of November 2020 at 5:00 p.m.

PRESENT: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, Michael A. Webster – 10*

ABSENT: *James G. Theisen – 1*

TOTAL: *- 11*

Commissioner Krafft offered the following resolution and moved for adoption. The motion was seconded by Commissioner Harris.

WHEREAS, in response to the COVID-19 pandemic, the Governor declared a State of Emergency by Executive Order 2020-4 on March 10, 2020 and extended the State of Emergency by subsequent Executive Orders; and,

WHEREAS, in conjunction with the State of Emergency, on March 18, 2020 the Governor issued Executive Order 2020-15 which authorized remote participation in public meetings and specifically allowed public bodies to hold meetings electronically, either by telephonic or video conferencing; and,

WHEREAS, subsequent Executive Orders extended the authorization to hold remote meetings and ultimately, on July 17, 2020, through Executive Order 2020-154, extended the authority to hold remote meetings through the remainder of the State of Emergency; and,

WHEREAS, in reliance on the Executive Orders authorizing remote meetings, the Saginaw County Board of Commissioners has conducted the majority of its meetings electronically since March 30, 2020; and,

WHEREAS, on October 2, the Michigan Supreme Court issued an opinion in which a majority of the Justices agreed that Executive Orders issued after April 30, 2020 are invalid as the law under which they were issued allowed an unconstitutional delegation of authority to the Governor; and,

WHEREAS, in response to the October 2, 2020 Michigan Supreme Court Opinion, 2020 Public Act 228 was adopted by the state legislature and signed by the Governor. This Act is effective immediately and retroactively, and modifies the Open Meetings Act authorizing remote meetings through the December 31, 2020 for any circumstance and through December 31, 2021 for certain qualifying reasons.



CHAIR ANNOUNCEMENTS

None

COMMISSIONER AUDIENCES

- Commissioner Krafft addressed the audience, lamenting that these are tough times and he hasn't been able to announce any public events. On behalf of his district, which includes Frankenmuth, Birch Run, Bridgeport, and the east side of Saginaw, he wished everyone a Happy Thanksgiving!

By Commissioner Harris, seconded by Commissioner O'Neal: That the Board adjourn. Motion carried. Thereupon, the Board adjourned at 5:56 p.m.

Respectfully Submitted,

SAGINAW COUNTY BOARD OF COMMISSIONERS

MICHAEL A. WEBSTER, CHAIRMAN

MICHAEL J. HANLEY, CLERK

Prepared by: Suzy Koeplinger, Deputy County Clerk



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

DECEMBER SESSION 2020

First Day of the December Session of the Board of Commissioners of Saginaw County, Michigan, held Tuesday, December 15, 2020. Due to the ongoing COVID-19 pandemic, and pursuant to P.A. 228 of 2020, the Board met via Zoom teleconference at 5:10 p.m. with the Honorable Michael A. Webster in the chair. Deputy Clerk Suzy Koeplinger took roll, quorum present and location of Board members noted as follows:

PRESENT: *Kathleen K. Dwan (Freeland, MI), Cheryl M. Hadsall (Birch Run, MI), Kyle R. Harris (St. Charles, MI), Kirk W. Kilpatrick (Saginaw Township, MI), Dennis H. Krafft (Frankenmuth, MI), Sheldon Matthews (Spaulding Township, MI), Amos O’Neal (Saginaw, MI), Carl E. Ruth (Saginaw, MI), Charles M. Stack (Zilwaukee, MI), James G. Theisen (Siesta Key, FL), Michael A. Webster (Saginaw, MI) - 11*

ABSENT: - 0

TOTAL: - 11

Others Present: Robert Belleman, Dave Gilbert, Rob Train – Granger, Jack Tany, Angie Miller, Bonnie Kanicki, Brian Keenan-Lechel, Brian Wendling, Caitlyn French, Chris Taylor, Christina Harrington, Chris Rishko, Kelly Suppes, Evan Allardyce, Gerald Little, Herb Spence, Imani C., James Lamb, Jennifer Broadfoot, Jessica Hernandez, Jessica Sargent, JoAnn Crary, John McColgan, Judi Lincoln, Justin Pomerville, Koren Thurston, Kitty Packard, Kyle Bostwick, Bill Smith, Linda James, Mike Hanley, Norm Bamberger, Neyshabur Clark-Young, Travis Brady, Trisha Stein, Vanessa Guerra, Bill Stanuszek, WSGW-Ric Antonio, Tim Novak, Greg, Jim Hogue, Latoria Thompson, Kathy Allen, Sue Arceo, Cindy Louchart, Suzy Koeplinger

Commissioner Krafft introduced Pastor Mark Brandt, St. Lorenz Lutheran Church, who gave the invocation before leading the Pledge of Allegiance to the Flag.



CLERK'S CALL OF SESSION

December 3, 2020

TO: SAGINAW COUNTY BOARD OF COMMISSIONERS
RE: Notice of December 15, 2020 Board Session

Public Notice of Regular Board Session

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

Tuesday, December 15, 2020 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. 228 of 2020 to consider the
December 15, 2020 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,
Michael J. Hanley, County Clerk

December 3, 2020
Posted 12-3-20 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 Harris moved, seconded by Commissioner Dwan, to approve the Minutes of the November 17, 2020 Board Session. Motion carried unanimously.

PUBLIC HEARINGS

None



FOIA APPEAL

Commissioner Harris moved, seconded by Commissioner Krafft, to uphold the disclosure denial and issue written notice to Mr. Darryl Martin, Sr. regarding his Freedom of Information Act request and appeal. Motion carried unanimously.

AUDIENCES

- Commissioner Krafft presented a Certificate of Recognition to Pastor Mark Brandt, St. Lorenz Lutheran Church, as he retires after 30 years of service.
- Commissioner Hadsall presented the *WAVE* Award and Certificate of Recognition to 9-year old Kingston Stricker for his outstanding community service by raising money every year for Operation Good Cheer, which raises money through a lemonade stand to provide Christmas gifts for kids in foster care throughout the state.
- Steven Black, Racer Trust, presented information on the collaboration / partnerships that resulted in the Saginaw River Headwaters Rec Area Project and presented the transaction “tombstone.”
- Rob Train, Vice President of Operations, Granger Construction, presented information via PowerPoint in support of Granger as the Construction Manager for the new Saginaw County Animal Care & Control Resource Center.
- Latoria Thompson spoke regarding the incarceration of non-violent offenders in the Saginaw County Jail and complained of lack of proper PPE and COVID-19 protocols and procedures.

LAUDATORY RESOLUTIONS

**Certificate of Recognition
Pastor Mark Brandt
Happy Retirement – 30 years
St. Lorenz Lutheran Church**

“I’m living the dream! My earliest memory of being asked what I wanted to be when I grew up is that I always answered: ‘I want to be a pastor.’ I’ve never once been sorry for answering God’s call and have found great satisfaction in serving Him and His people. I’ve been doing that at St. Lorenz since 1990, first as an Associate Pastor and, since 1998, as Lead Pastor.” ~Pastor Mark Brandt

Pastor Mark Brandt was born in Cedar Rapids, Iowa on November 6, 1954. He graduated from Concordia Junior College in Ann Arbor, MI and Concordia Senior College in Ft. Wayne, Indiana. Following graduation, Mark went on to attend Concordia Seminary in St. Louis, Missouri.



Pastor Brandt took his first call to St. John Lutheran in Beemer, Nebraska in 1980. He went on to serve at Trinity Lutheran in Glendora in 1983 and has served at St. Lorenz since 1990, becoming Administrative Pastor in 1998.

Under Pastor Brandt’s leadership, the Church has grown in membership, ministry and community service. Throughout his 30 years at St. Lorenz Lutheran Church, Pastor Brandt has positively affected change and led by example.

Pastor Brandt is married to Karen and they have five children, Andy (Meagan), Katie (Kirk), David (Rachel), Aaron (Jaci) and Emily. They also have six grandchildren.

The Saginaw County Board of Commissioners congratulates Pastor Mark Brandt on his retirement after 30 years of service to his church and community.

Respectfully Submitted,
Saginaw County Board of Commissioners
Michael A. Webster
Chairman, District #11

Adopted & Presented: December 15, 2020

Dennis H. Krafft
Commissioner, District #8

**Saginaw County WAVE Award
Kingston Stricker
YOU ARE TRULY MAKING WAVES!**

The Saginaw County Board of Commissioners recognizes Kingston Stricker with the *WAVE* Award, standing for Work*Achievement*Valiant*Effort, to highlight excellence at work and in our community. Every day, extraordinary *Actions* and *Efforts* are performed by our residents, employees and at-large members of our community. It is the goal of the *WAVE* Award that the hard work and dedication of these individuals is truly noticed.

Operation Good Cheer is an organization that helps to provide Christmas gifts to foster kids across the state. Meet 9 year old Kingston Stricker. Each year Kingston has a lemonade stand at Birch Run’s Annual Fourth of July parade to help raise money for Operation Good Cheer, which in turn will purchase gifts for Saginaw County’s foster children. He also helps to load Christmas gifts from airplanes at the airport, onto the trucks to be delivered. Kingston raised and donated \$1,229 last year - well above the \$465 he raised from the year before. In 2018, the program was able to purchase Christmas gifts for 96 Saginaw County foster children, and in 2019 they provided for 126 children, with 40 of them financed by his fundraiser.

Kingston did not let 2020 or the cancellation of the parade stop him from helping foster kids! In his third and most challenging year, Kingston thought outside the box and decided to hold a three-day lemonade stand sale in front on a local grocery store. He sat out all day in the heat, rain, and some high winds, but did not give up. Through his lemonade stand and donations from the community, family and friends, Kingston raised \$2,909 this year! In addition, with the lack of resources for the organization this year, his fundraiser will almost fully fund Christmas gifts for Saginaw County foster children!



The Saginaw County Board of Commissioners celebrates your Valiant Effort in all that you do to empower our community to live up to its promise. At nine years old, Kingston Stricker continues to soar all the while putting other children’s needs before his own. Imagine what he will accomplish in 10 years!

Respectfully Submitted,
Saginaw County Board of Commissioners
Michael A. Webster
Chairman, District #11

Presented & Adopted: December 15, 2020

Cheryl M. Hadsall
Commissioner, District #7

Certificate of Recognition
Saginaw County WAVE Award
Commissioner Charles M. Stack - District #2
YOU ARE TRULY MAKING WAVES!

The Saginaw County Board of Commissioners recognizes Commissioner Charles M. Stack with the *WAVE* Award, standing for Work*Achievement*Valiant*Effort, to highlight excellence at work and in our community. Every day, extraordinary *Actions* and *Efforts* are performed by our residents, employees and at-large members of our community. It is the goal of the WAVE Award that the hard work and dedication of these individuals is truly noticed.

Throughout Charles (Chuck) Stack’s time as a Commissioner, he fought for the betterment of Veterans, Saginaw County employees, and the residents of our County. Chuck was passionate about making sure everyone was heard. So passionate that he’s been known to cuss a time or two!

Chuck began his career as Commissioner for District #2 in 2013 and formerly served as Chair of Labor Relations Committee and as current Chair of County Services Committee. In 2018, one of the hottest agenda items that Chuck and the County Services Committee dealt with was the annexation of the former Peet Packing Plant in Chesaning, Michigan to allow for a medical marijuana facility. The Board Room and Conference Room were at capacity. Chuck also ended his tenure as Vice-Chair of Labor Relations and Intergovernmental Cooperation. Other Boards / Commissions and Committees that Chuck served on include: Executive, Brownfield Redevelopment Authority, City/County/School Liaison, Commission on Aging, HealthSource Advisory, Mental Health Board, Michigan Works! Operations Board, Parks & Recreation Commission, Planning – SMATS, Region VII Area Agency on Aging, Remonumentation, Solid Waste Management Planning Committee, Storm Water Authority, and MAC – Environmental & Regulatory Affairs.

Saginaw County previously had 15 Board Commissioners. Chuck was part of the reduction to 11 Commissioners due to redistricting effective 2013.

Chuck is married to Cheri. Together they have two daughters, Amy and Kelly, and two grandchildren. He is a 1964 graduate of Saginaw High School and retired from Saginaw Steering Gear.



On behalf of the officials, employees and residents of Saginaw County, Michigan we extend our gratitude for eight (8) years of commendable public service as a County Commissioner representing District #2 during the years 2013 – 2020.

We appreciate his dedication to the continuous improvement of the quality of life for all Saginaw County residents and the sacrifices he has made to ensure the preservation of our democracy.

Respectfully Submitted,
Saginaw County Board of Commissioners
Michael A. Webster
Chair, District #11

Presented & Adopted: December 15, 2020

**Certificate of Recognition
Saginaw County WAVE Award
Commissioner Kirk W. Kilpatrick – District #3
YOU ARE TRULY MAKING WAVES!**

The Saginaw County Board of Commissioners recognizes Commissioner Kirk W. Kilpatrick with the *WAVE* Award, standing for Work*Achievement*Valiant*Effort, to highlight excellence at work and in our community. Every day, extraordinary *Actions* and *Efforts* are performed by our residents, employees and at-large members of our community. It is the goal of the *WAVE* Award that the hard work and dedication of these individuals is truly noticed.

Kirk began his career as Commissioner for District #3 in 2011 and served as Chair of Labor Relations Committee and Vice-Chair of Courts & Public Safety, and as a member of Intergovernmental Cooperation and Americans with Disabilities committees.

Kirk was part of the last group of 15 commissioners that served Saginaw County, as 2013 brought in a reduction in Commissioner districts to eleven (11) due to redistricting.

Kirk has three children – David, Ian and Lacey. Grandfather of two – Adelyn & Braelyn.

On behalf of the officials, employees and residents of Saginaw County, Michigan we extend our gratitude for ten (10) years of commendable public service as a County Commissioner representing District #3 during the years 2011 – 2020.

We appreciate his dedication to the continuous improvement of the quality of life for all Saginaw County residents and the sacrifices he has made to ensure the preservation of our democracy.

Respectfully Submitted,
Saginaw County Board of Commissioners
Michael A. Webster
Chair, District #11

Presented & Adopted: December 15, 2020



**Certificate of Recognition
Saginaw County WAVE Award
Commissioner Amos O’Neal – District #9
YOU ARE TRULY MAKING WAVES!**

The Saginaw County Board of Commissioners recognizes Commissioner Amos O’Neal with the *WAVE* Award, standing for Work*Achievement*Valiant*Effort, to highlight excellence at work and in our community. Every day, extraordinary *Actions* and *Efforts* are performed by our residents, employees and at-large members of our community. It is the goal of the *WAVE* Award that the hard work and dedication of these individuals is truly noticed.

Amos began his career as Commissioner for District #9 in 2017 and served as Chair on Human Services Committee, and Vice-Chair on Budget / Audit and Legislative Committees. He was also a member of Courts & Public Safety, Michigan Works! Operations Board, Airport Board, Community Action Committee, Saginaw Valley Zoological Society, Tri-City Area Joint Zoning Board, and MAC Health & Human Services.

Prior to his election to County Commissioner for District 9, Amos served as Councilman on the Saginaw City Council and as Mayor Pro Tem for two terms. He is a lifelong resident of Saginaw, Michigan with an extensive community service background with leadership positions at Boy Scouts of America Great Lakes Field Service Council, Bannum, Inc., Cherry Health, United Way, First Ward Community Center, and the Saginaw Public Schools. He has served on many local, state, and federal boards and committees.

Amos has three children – Tawanna, Amy and Jessica along with six grandchildren – Lauren, Laurance, Kalyn, Lamar, Brenae, and Joy.

On behalf of the officials, employees and residents of Saginaw County, Michigan we extend our gratitude for four years of commendable public service as a County Commissioner representing District #9 during the years 2017 – 2020. Amos will continue serving his fellow citizens as State Representative for the 95th District.

We appreciate his dedication to the continuous improvement of the quality of life for all Saginaw County residents and the sacrifices he has made to ensure the preservation of our democracy.

Respectfully Submitted,
Saginaw County Board of Commissioners
Michael A. Webster
Chair, District #11

Presented & Adopted: December 15, 2020



**Certificate of Recognition
Saginaw County WAVE Award
Commissioner Cheryl M. Hadsall – District #7
YOU ARE TRULY MAKING WAVES!**

The Saginaw County Board of Commissioners recognizes Commissioner Cheryl M. Hadsall with the WAVE Award, standing for Work*Achievement*Valiant*Effort, to highlight excellence at work and in our community. Every day, extraordinary *Actions* and *Efforts* are performed by our residents, employees and at-large members of our community. It is the goal of the WAVE Award that the hard work and dedication of these individuals is truly noticed.

The minute you meet Cheryl Hadsall, you know who her favorite sports team is – GO BLUE! She is an inspiration to women, shares her knowledge without hesitation, encourages others to educate themselves on their interests, set goals and cheers you on every step of your journey.

Cheryl began her career as Commissioner for District #7 on February 26, 2002 when she filled the vacancy of Commissioner Robert Fish who passed away. She was an exceptional leader serving as Chair of the Board of Commissioners for three years and instrumental in the success of the new County Jail and Animal Care & Control building and location. Cheryl served as Chair of Courts & Public Safety, Animal Control Advisory Council, and Rules Committee, and Vice-Chair of County Services. She was also Parliamentarian and on the Executive Committee, Americans with Disabilities Committee, Board of Health, Castle Museum Board, HealthSource Saginaw Board, and MAC Judiciary & Public Safety, just to name a few.

She was part of the last group of 15 commissioners that served Saginaw County, as 2013 brought in a new regime of redistricting and a board that consisted of 11 commissioners. Cheryl was committed to residents of Saginaw County and District 7. She attended different meetings to gain knowledge of the subject at hand so she could better herself as a commissioner and help her constituents.

Cheryl is the proud mother of two daughters – Jennifer and Trisha (Mark) and Granddaughter Astana, who is currently attending the University of Michigan, which is her mother Trisha’s alma mater and her grandma’s favorite sports team! HAIL! She’s a lifelong resident of Birch Run and continues to give back to the community every chance she gets. Cheryl is President of the Birch Run Class of 1964 Scholarship Foundation. As a member of the Class of 1964, she has helped raise so much money in the last 25 years that they now award \$5,000 to five graduating seniors each year.

On behalf of the officials, employees and residents of Saginaw County, Michigan we extend our gratitude for 18+ years of commendable public service as a County Commissioner representing District #7 during the years 2002 – 2020.

We appreciate her dedication to the continuous improvement of the quality of life for all Saginaw County residents and the sacrifices she has made to ensure the preservation of our democracy.
GO BLUE!



Respectfully Submitted,
Saginaw County Board of Commissioners
Michael A. Webster
Chair, District #11

Presented & Adopted: December 15, 2020

PETITIONS AND COMMUNICATIONS

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

12-15-1 MSU EXTENSION requesting an opportunity for its health and Nutrition Staff to share information related to its Saginaw County programs.

-- Human Services (*Receive & File*)

12-15-2 SHERIFF requesting consideration of a partnership between the Saginaw County Sheriff's Office and Team One Credit Union to place an ATM in the lobby of Sheriff's Department headquarters.

-- Courts & Public Safety (**12-15-2.1**)

12-15-3 PUBLIC WORKS requesting approval of (1) Resolution Approving Apportionment of Operational Costs and Accepting for File the FY 2021 Budget of the Saginaw Area Storm Water Authority; and (2) Resolution Appointing Trustee and Alternate Trustee of the SASWA Board of Trustees.

-- County Services (**12-15-3.1/Res. A/Res.B**)

12-15-4 PUBLIC WORKS submitting for discussion its "Stormwater Management Design Requirements" document that will be offered to each of the County's municipalities for adoption.

-- County Services (*Receive & File*)

12-15-5 PARKS & RECREATION requesting approval to utilize an additional \$100,000 from the Parks & Recreation Commission's fund balance account to enhance the development of a splash pad and playground installation at William H. Haithco Recreation Area.

-- County Services (**12-15-3.2**)

12-15-6 BAY CITY PUBLIC SCHOOLS submitting a Resolution by the Board of Education of the School District of the City of Bay City that has determined its summer tax levy on all school district property.

-- County Services (*Receive & File*)

12-15-7 BIRCH RUN TOWNSHIP submitting notice of a Public Hearing on Wednesday, December 9, 2020 at 8:00 a.m. for the Birch Run Downtown Development Authority to provide public information, appointment of new members and officers, and a streetscape project update.

-- County Services (*Receive & File*)

12-15-8 VILLAGE OF BIRCH RUN submitting notice of a Public Hearing on Thursday, December 17, 2020 at 7:30 a.m. for the Village of Birch Run Downtown Development Authority to have an informational meeting.

-- County Services (*Receive & File*)

12-15-9 TREASURER/CONTROLLER sending the electronic transactions and voucher payments transmittal form for the month of September 2020.

-- Budget/Audit (**12-15-4.1**)



- 12-15-10** **TREASURER/CONTROLLER** sending the electronic transactions and voucher payments transmittal form for the month of October 2020.
-- Budget/Audit **(12-15-4.1)**
- 12-15-11** **FINANCE DIRECTOR** submitting budget adjustments approved by the Controller as well as grants accepted on behalf of the County for July 1, 2020 through September 30, 2020.
-- Budget/Audit *(Receive & File)*
- 12-15-12** **CONTROLLER/CAO** submitting a Status Report on the Saginaw County Adult Detention and Sheriff Administration Building Project.
-- Courts & Public Safety *(Receive & File)*
- 12-15-13** **SHERIFF** requesting waiver of the hiring freeze to fill the position of Sheriff Administrative Assistant.
-- Labor Relations **(12-15-5.3)**
- 12-15-14** **PERSONNEL DIRECTOR** submitting the December 2020 Employment Status Report covering statistics for the month of November 2020.
-- Labor Relations *(Receive & File)*
- 12-15-15** **70th DISTRICT COURT** requesting approval to hire Kent E. Greenfelder as Attorney-Magistrate, pursuant to MCL 600.8501(1).
-- Labor Relations **(12-15-5.4)**
- 12-15-16** **ANIMAL CARE & CONTROL** requesting waiver of the hiring freeze to fill the position of Animal Control Officer.
-- Labor Relations **(12-15-5.3)**
- 12-15-17** **GLB MICHIGAN WORKS!** requesting approval to move its Accountant II position from an I-08 to an I-09 on the current pay scale.
-- Labor Relations **(12-15-5.5)**
- 12-15-18** **PERSONNEL DIRECTOR** submitting for approval revised County Policy #365 “COVID-19 Emergency Paid Sick Leave Act Policy” and County Policy #366 “Family Medical Leave Act (FMLA) Expansion Policy” for clarification as to the definition of Healthcare Provider used within the Families First Coronavirus Response Act (FFCRA).
-- Labor Relations **(12-15-5.1)**
- 12-15-19** **PERSONNEL DIRECTOR** submitting for approval revised County Policy #335 “Compensation” to incorporate changes that were needed in relation to implementation of Phase II and III of the Job Classification and Total Compensation Study.
-- Labor Relations **(12-15-5.2)**
- 12-15-20** **CONTROLLER/CAO** requesting approval to amend the Personnel Control Number (PCN) Roster for FY 2021 by eliminating two PCNs authorized in the Planning Department (242001 and 242007) as both positions are vacant.
-- Labor Relations **(12-15-5.6)**
- 12-15-21** **PERSONNEL DIRECTOR** submitting a recommendation for approval to adjust the salary range for Public Health Nurse I position to grade 16, formerly grade 15 as part of Phase I of the Job Classification and Total Compensation Study.
-- Labor Relations **(12-15-5.7) (Labor Relations met prior to Board)**



12-15-22 PURCHASING/RISK MANAGER requesting approval of a recommendation from the Evaluation Committee that reviewed responses to a Request for Qualification (RFQ) for Construction Management Services for the Saginaw County Animal Care & Control Resource Center and award of the contract to Granger Construction

-- County Services (***Tabled in County Services Committee that met prior to Board***)

12-15-23 PURCHASING/RISK MANAGER requesting approval of a recommendation from the Evaluation Committee that reviewed responses to a Request for Qualification (RFQ) for Construction Management Services for the Dow Event Center Capital Projects and award of the contract to Spence Brothers; further, requesting approval of a proposed Resolution that assigns general oversight and management of the renovation of the Dow Event Center Capital Improvement Project to the Saginaw County Building Authority

-- County Services (***Tabled in County Services Committee that met prior to Board***)

12-15-24 CHERYL HADSALL requesting appointment to the Saginaw County Road Commission for a six (6) year term.

-- Election

12-15-25 ANIMAL CARE & CONTROL requesting waiver of the hiring freeze and approval to fill the position of Office Assistant II.

-- Labor Relations (***12-15-5.8***) (***Labor Relations met prior to Board***)

INITIATORY MOTIONS

None

REPORTS OF COMMITTEES

1. **Human Services Committee – A. O’Neal, Chair; J. Theisen, Vice-Chair**

None

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

2.1) **SHERIFF**, re: Approval to place ATM in lobby of Sheriff Administration Office and Health Department

▪ ***Kilpatrick moved, seconded by Stack, to approve 2.1. Motion carried by the following roll-call vote:***

Yes: Stack, Kilpatrick, Matthews, Theisen, Harris, Hadsall, Krafft, O’Neal, Ruth, Dwan – 10

No: Webster - 1

FROM: COMMITTEE ON COURTS & PUBLIC SAFETY – 2.1

DECEMBER 15, 2020

Your committee considered Communication No. 12-15-2 from Sheriff William Federspiel, requesting reconsideration of a partnership between the Saginaw County Sheriff’s Office and Team One Credit Union to place an ATM in the lobby of Sheriff’s Department Headquarters.

We met with Undersheriff Mike Gomez via Zoom in October 2020 at which time a proposal for partnership between the Saginaw County Sheriff’s Office and Team One Credit Union to have an ATM placed in the Lobby of the Sheriff Office headquarters was discussed. The committee asked Undersheriff to consult with Saginaw County Treasurer Tim Novak regarding this request and if Public Health Department would benefit from having an ATM. Undersheriff spoke with Treasurer Tim Novak



who had no objection to installation of the ATM's as long as the ATM within the County Courthouse building remains with the Saginaw County Employees Credit Union partnership. Undersheriff informed commissioners that Team One will also install an ATM at Saginaw County Public Health Building. Director Christina Harrington advised she would love to have an ATM and that the previous ATM from The Saginaw County Employees Credit Union was removed as the credit union did not believe it was used enough. Ms. Harrington said the Health Department has many clients that prefer to pay for services in cash to avoid credit card fees. The only expense to the County of Saginaw would be the cost of electricity.

We recommend approval of collaborating with Team One Credit Union to install an ATM at the Sheriff Department headquarters and in the lobby of the Public Health Department.

Respectfully Submitted,

COMMITTEE ON COURTS & PUBLIC SAFETY

Cheryl M. Hadsall, Chair
Kathleen K. Dwan
Michael A. Webster

Kirk W. Kilpatrick, Vice-Chair
Amos O'Neal

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

3.1) **PUBLIC WORKS**, re: Approval of Resolution of Apportionment of Operational Costs and accepting the FY 2021 Budget of the FY 2021 Budget of the Saginaw Area Storm Water Authority (SASWA) and Approval of Resolution Appointing Trustee and Alternate Trustee of the SASWA Board of Trustees

3.2) **PARKS & RECREATION** requesting approval to utilize an additional \$100,000 from fund balance to enhance the development of a splash pad and playground installation at William H. Haithco Recreation Area

▪ **Stack moved, seconded by Harris, to approve 3.1. Motion carried by the following roll-call vote:**

Yes: Kilpatrick, Matthews, Theisen, Harris, Hadsall, Krafft, O'Neal, Ruth, Dwan, Stack, and Webster – 11

No: - 0

▪ **Stack moved, seconded by Matthews, to approve 3.2. Motion carried by the following roll-call vote:**

Yes: Matthews, Theisen, Harris, Hadsall, Krafft, O'Neal, Ruth, Dwan, Stack, Kilpatrick and Webster – 11

No: - 0

FROM: COMMITTEE ON COUNTY SERVICES – 3.1

DECEMBER 15, 2020

Your committee considered Communication No. 12-15-3 from Brian Wendling, Public Works Director, Requesting approval of (1) Resolution Approving Apportionment of Operational Costs and Accepting for File the FY 2021 Budget of the Saginaw Area Storm Water Authority; and (2) Resolution Appointing Trustee and Alternate Trustee of the SASWA Board of Trustees.

We recommend approval of the two (2) resolutions submitted under the regular order of business.



Respectfully Submitted,

COMMITTEE ON COUNTY SERVICES

Charles M. Stack, Chair
Kyle R. Harris
Michael A. Webster

Cheryl M. Hadsall, Vice-Chair
Dennis H. Krafft

FROM: COMMITTEE ON COUNTY SERVICES – 3.2

DECEMBER 15, 2020

Your committee considered Communication No. 12-15-5 from Brian Keenan-Lechel, Parks & Recreation Director, requesting approval to utilize an additional \$100,000 from the Parks & Recreation Commission’s fund balance account to enhance the development of a splash pad and playground installation at William H. Haithco Recreation Area.

We met with Mr. Keenan-Lechel via Zoom. He provided a brief explanation and answered questions regarding the need for use of \$100,000 from fund balance to enhance the development of a splash pad and playground installation at William H. Haithco Recreation Area. The Parks & Recreation Fund balance currently stands at \$2 million. There will not be a fee for the Splash Park and the Commission does not plan to add one. Revenue will be generated by concession sales and boat rentals.

We recommend approval to use \$100,000 of Parks & Recreation Commission’s fund balance account toward the development of a splash pad and playground installation at William H. Haithco Recreation Area.

Respectfully Submitted,

COMMITTEE ON COUNTY SERVICES

Charles M. Stack, Chair
Kyle R. Harris
Michael A. Webster

Cheryl M. Hadsall, Vice-Chair
Dennis H. Krafft

4. Budget Audit Committee – D. Krafft, Chair; A. O’Neal, Vice-Chair

4.1) **FINANCE DIRECTOR/TREASURER**, re: Approval of Electronic Transactions and Voucher Payments for September 2020 and October 2020

▪ ***Krafft moved, seconded by O’Neal, to approve 4.1. Motion carried by the following roll-call vote:***

Yes: Theisen, Harris, Hadsall, Krafft, O’Neal, Ruth, Dwan, Stack, Kilpatrick, Matthews and Webster – 11

No: - 0

FROM: COMMITTEE ON BUDGET/AUDIT -- 4.1

DECEMBER 15, 2020

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>
12-15-9	Electronic Transactions	September 1 – 30, 2020	\$ 9,717,957.86
	Voucher Payments	September 1 – 31, 2020	\$17,038,782.85



12-15-10	Electronic Transactions	October 1 – 31, 2020	\$ 7,306,326.04
	Voucher Payments	October 1 – 31, 2020	\$23,375,066.08

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

James G. Theisen

Michael A. Webster

Amos O'Neal, Vice-Chair

Carl E. Ruth

5. **Labor Relations Committee – K. Kilpatrick, Chair; C. Stack, Vice-Chair**

- 5.1) **PERSONNEL DIRECTOR**, re: Approval of revised County Policy #365 "COVID-19 Emergency Paid Sick Leave Act Policy" and County Policy #366 "Family Medical Leave Act (FMLA) Expansion Policy" for clarification as to the definition of Healthcare Provider used within the Families First Coronavirus Response Act (FFCRA)
- 5.2) **PERSONNEL DIRECTOR**, re: Approval of revised County Policy #335 "Compensation" to incorporate changes that were needed in relation to implementation of Phase II and III of the Job Classification and Total Compensation Study
- 5.3) **SHERIFF/ANIMAL CARE & CONTROL**, re: Approval to waive the hiring freeze and hire the positions of Sheriff Administrative Assistant and Animal Control Officer
- 5.4) **70TH DISTRICT COURT**, re: Approval to hire Kent E. Greenfelder as Attorney – Magistrate, pursuant to MCL 600.8501(1)
- 5.5) **GLB MICHIGAN WORKS!**, re: Approval to move its Accountant II position from an I-08 to an I-09 on the current pay scale
- 5.6) **CONTROLLER/CAO**, re: Approval to amend the Personnel Control Number (PCN) Roster for FY 2021 by eliminating two PCNs authorized in the Planning Department (242001 and 242007) as both positions are vacant

On Addendum after Special Labor Relations Committee meeting held prior to the session

- 5.7) **PERSONNEL DIRECTOR**, re: Approval to adjust the salary range for Public Health Nurse I position to grade 16, formerly grade 15 as part of Phase I of the Job Classification and Total Compensation Study
- 5.8) **ANIMAL CARE & CONTROL**, re: Approval to waive the hiring freeze and fill the position of Office Assistant II
- 5.9) **LABOR COUNSEL**, re: Approval of Collective Bargaining Agreement with COAM - Sergeants
- 5.10) **LABOR COUNSEL**, re: Approval of two (2) Memorandums of Understanding (MOU) with UAW Managers and UAW Professionals

- ***Kilpatrick moved, seconded by Harris, to approve 5.1 through 5.10 leaving room for exceptions. 5.5 was excepted by Dwan and the motion carried by the following roll-call vote as to 5.1 – 5.4 and 5.6 – 5.10:***



Yes: Harris, Hadsall, Krafft, O’Neal, Ruth, Dwan, Stack, Kilpatrick, Matthews, Theisen and Webster – 11

No: - 0

- **After discussion, the motion as to 5.5 carried by the following roll-call vote:**

Yes: Hadsall, Krafft, O’Neal, Ruth, Dwan, Stack, Kilpatrick, Matthews, Theisen, Harris and Webster – 11

No: - 0

FROM: COMMITTEE ON LABOR RELATIONS -- 5.1

DECEMBER 15, 2020

Your Labor Relations Committee considered Communication No. 12-15-18 from Jennifer Broadfoot, Personnel Director, submitting for approval revised County Policy #365 “COVID-19 Emergency Paid Sick Leave Act Policy” and County Policy #366 “Family Medical Leave Act (FMLA) Expansion Policy” for clarification as to the definition of Healthcare Provider used within the Families First Coronavirus Response Act (FFCRA).

We met with Ms. Broadfoot via Zoom who provided a brief explanation highlighting the change in the definition of a Health Care Worker and eliminating the word “essential.”

We recommend approval of revised County Policy #365 and County Policy #366.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair

Kyle R. Harris

Michael A. Webster

Charles M. Stack, Vice-Chair

Sheldon Matthews

Category: 300

Number: 365

Subject: COVID-19 Emergency Paid Sick Leave Act Policy

1. **PURPOSE:** The purpose of this policy is to define paid sick leave provided to the employees of Saginaw County during the pandemic outbreak of COVID-19, Coronavirus, as required by H.R. 6201, the “Families First Coronavirus Response Act” of 2020, which includes the FMLA Expansion Act and the Emergency Paid Sick Leave Act. This policy will be in effect from April 1, 2020, until December 31, 2020.
2. **AUTHORITY:** The Saginaw County Board of Commissioners
3. **APPLICATION:** This policy applies to all qualifying Saginaw County regular full-time and part-time employees as defined by the Act, with the exception of Elected Officials, ~~essential~~ Health Care Providers and Emergency Responders (i.e. Health Department [**only those employees who meet the definition of healthcare provider**] and Sheriff’s Department employees.)
4. **RESPONSIBILITY:** The Controller/CAO will have responsibility for implementing and administering this policy.



5. DEFINITIONS: “Child” means a biological, adopted or foster child, a stepchild, a legal ward, or a child of a person standing in loco parentis, who is under 18 years of age or is 18 or older and incapable of self-care because of a mental or physical disability.

“Individual” means an immediate family member, roommate or similar person with whom the employee has a relationship that creates an expectation that the employee would care for the person if he or she self-quarantined or was quarantined. Additionally, the individual being cared for must: a) be subject to a federal, state or local quarantine or isolation order as described above; or b) have been advised by a health care provider to self-quarantine based on a belief that he or she has COVID-19, may have COVID-19 or is particularly vulnerable to COVID-19.

“Healthcare Provider” means personnel employed who are capable of providing, and employed to provide diagnostic, preventative or treatment services or services that are integrated with and necessary to diagnostic, preventive or treatment services and, if not provided, would adversely impact patient care. It is not enough that an employee works for an entity that provides healthcare services.

“Diagnostic Services” include taking or processing of samples, performing or assisting in the performance of x-rays, or other diagnostic tests or procedures, and interpreting tests or procedure results.

“Preventative Services” include screenings, check-ups, and counseling to prevent illnesses, disease, or other health problems.

“Treatment Services” include performing surgery or other invasive or physical interventions, administering or providing prescribed medications, and providing or assisting in breathing treatments.

Services that are integrated with and necessary to diagnostic, preventative, or treatment services and if not provided would adversely impact patient care include taking vital signs, setting up medical equipment for procedures, and transporting patients and samples.

6. POLICY: It shall be the policy of Saginaw County to provide leave in accordance with the Emergency Paid Sick Leave Act for all eligible employees.
7. ADMINISTRATIVE PROCEDURES: In accordance with the Emergency Paid Sick Leave Act (EPSLA), the county will provide all employees, including new hires ~~with 30 days or more of employment,~~ with paid sick leave, separate from any normal PTO leave accruals, for the following reasons:
1. is subject to a Federal, State or local quarantine or isolation order related to COVID-19;
 2. has been advised by a health care provider to self-quarantine related to COVID-19;
 3. is experiencing COVID-19 symptoms and is seeking a medical diagnosis;
 4. is caring for an individual subject to an order described in (1) or self-quarantine as described in (2);



5. is caring for his or her child whose school or place of care is closed (or childcare provider is unavailable) due to COVID-19 related reasons; or
 6. is experiencing any other substantially-similar condition specified by the US Department of Health and Human Services.
-
- 7.1 If the employee meets any of the aforementioned criteria, which will be determined after submitting a form requesting Emergency Paid Sick Leave (EPSL) to the **Controller's Office Personnel Department**, EPSL will be approved and PTO will not be deducted from the employee's accrued leave banks. For full-time employees up to eighty (80) hours of paid leave will be granted. Part-time employees will receive paid leave for the number of hours that employee works on average during a two-week period. Said average will be determined based on the two most recent two-week pay periods.

If the employee does not meet the criteria for EPSL, the county will grant paid leave from the employee's accrued paid leave banks in accordance with the employee's corresponding collective bargaining agreement or personnel policy, if non-union.
 - 7.2 If the employee is seeking leave for qualifying needs 1, 2 or 3, the employee's compensation is capped at \$511 per day or \$5,110 total. If the employee is seeking leave for qualifying needs 4, 5, or 6, the employee's compensation shall be two-thirds (2/3) of their regular rate of pay, capped at \$200 per day and \$2,000 in the aggregate.
 - 7.3 Employees requesting EPSL shall complete the EPSLA Request Form, as soon as possible, following occurrence of the potentially qualifying reason for leave. All EPSL is subject to approval by the **Controller's Office Personnel Department**.
 - 7.4 Approved EPSL shall be reported on employee time sheets as "COVID-19 SL."
 - 7.5 Per EPSLA, this policy shall take effect April 1, 2020 and expire December 31, 2020.
 - 7.6 When working from home, employees may take emergency paid sick leave intermittently and in any increment agreed to with their manager. For those not teleworking and currently working onsite, an employee may only take intermittent leave for reason 5 above, to care for his or her child when the school or place of care is closed, or the caregiver is unavailable due to COVID-19-related reasons. Per the regulations, as all other reasons for emergency paid sick leave could potentially expose an employee or others in the workplace to the virus, employees must either use the full amount of paid sick leave or use it in full-day increments until the reason for leave is over and it is safe for the employee to return to work.
 - 7.7 The employee may use EPSL under this policy before using any other accrued paid time off for the qualifying reasons stated above.

Employees on expanded FMLA leave under this policy may use EPSL concurrently with that leave. EPSL may also be used when an employee is on leave under traditional FMLA



for his or her own COVID-19-related serious health condition or to care for a qualified family member with such a condition.

Once EPSL has begun, the employee and his or her manager must determine reasonable procedures for the employee to report periodically on the employee’s status and intent to continue to receive paid sick time.

7.8 EPSL under this policy will not be provided beyond December 31, 2020. Any unused paid sick leave will not carry over to the next year or be paid out to employees.

7.9 No employee who appropriately utilizes emergency paid sick leave under this policy will be discharged, disciplined or discriminated against for work time missed due to this leave.

8. CONTROLLER/CAO LEGAL COUNSEL REVIEW: The Controller/CAO has determined that this policy as submitted to the Board of Commissioners contains the necessary substance in order to carry out the purpose of 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 Controller/CAO

Approved as to Legal Content
Saginaw County Civil Counsel

ADOPTED: April 21, 2020
AMENDED: **December 15, 2020**

Category: 300
Number: 366

Subject: **Family Medical Leave Act (FMLA) Expansion Policy**

1. PURPOSE: The purpose of this policy is to define expanded family medical leave provided to employees of Saginaw County during the pandemic outbreak of COVID-19, Coronavirus, as required by H.R. 6201, the “Families First Coronavirus Response Act” of 2020, which includes the FMLA Expansion Act and the Emergency Paid Sick Leave Act. This policy will be in effect from April 1, 2020, until December 31, 2020. Our existing FMLA leave policy still applies to all other FMLA-qualifying reasons for leave outside of this policy.
2. AUTHORITY: The Saginaw County Board of Commissioners
3. APPLICATION: This policy applies to all qualifying Saginaw County full-time and part-time employees as defined by the Act who have been employed for more than thirty (30) days. As allowed by the FMLA Expansion Act, ~~essential~~ Health Care Providers and Emergency Responders (Sheriff Department, Juvenile Detention, and Health Department [**only those employees who meet the definition of healthcare provider**] employees) are exempt from and do not qualify for this leave.



4. **RESPONSIBILITY:** The Controller/CAO will have responsibility for implementing and administering this policy.

5. **DEFINITIONS:**

“Child” means a biological, adopted or foster child, a stepchild, a legal ward, or a child of a person standing in loco parentis, who is under 18 years of age, or is 18 or older and incapable of self-care because of a mental or physical disability.

“Child care provider” is someone who cares for your child on a paid or unpaid basis.

- A center-based child care provider.
- A group home child care provider.
- A family child care provider (one individual who provides child care services for fewer than 24 hours per day, as the sole caregiver, and in a private residence).
- Other licensed provider of childcare services for compensation.
- A child care provider that is 18 years of age or older who provides child care services to children who are either the grandchild, great grandchild, sibling (if such provider lives in a separate residence), niece or nephew of such provider, at the direction of the parent.

“School” means an elementary or secondary school.

“Place of Care” is a physical location in which care is provided for your child.

“Healthcare Provider” means personnel employed who are capable of providing, and employed to provide diagnostic, preventative or treatment services or services that are integrated with and necessary to diagnostic, preventive or treatment services and, if not provided, would adversely impact patient care. It is not enough that an employee works for an entity that provides healthcare services.

“Diagnostic Services” include taking or processing of samples, performing or assisting in the performance of x-rays, or other diagnostic tests or procedures, and interpreting tests or procedure results.

“Preventative Services” include screenings, check-ups, and counseling to prevent illnesses, disease, or other health problems.

“Treatment Services” include performing surgery or other invasive or physical interventions, administering or providing prescribed medications, and providing or assisting in breathing treatments.

Services that are integrated with and necessary to diagnostic, preventative, or treatment services and if not provided would adversely impact patient care include taking vital signs, setting up medical equipment for procedures, and transporting patients and samples.



6. PRELIMINARY STATEMENT: Saginaw County shall administer this policy in accordance with the FMLA Expansion Act. Thus although this policy sets forth a summary of the requirements, process and procedure regarding employees' use of leave under applicable circumstances, Saginaw County shall administer this policy in accordance with the Act and its regulations.
7. POLICY: It shall be the policy of Saginaw County to provide leave in accordance with the FMLA Expansion Act for all eligible employees.
8. ADMINISTRATIVE PROCEDURES: The FMLA Expansion Act provides an entitlement of up to 12 weeks of job-protected, "Public Health Emergency Leave" (PHEL) to eligible, covered employees who have been employed for 30 plus days, who are unable to work because they must care for their child/children if the child/children's school or place of care is closed or the childcare provider is unavailable due to a public health emergency.
 - 8.1 The first ten (10) days of PHEL are unpaid; however, an employee may elect to use accrued paid leave instead of unpaid leave. The employee may also elect to use the paid leave provided under the Emergency Paid Sick Leave Act.
 - 8.2 After the first ten (10) days, Saginaw County will provide pay for each additional day of qualifying PHEL at two-thirds (2/3) the employee's regular rate for the number of hours the employee would otherwise be normally scheduled. This payment is limited to \$200 per day or \$10,000 in the aggregate. Employees may take up to twelve (12) weeks of qualifying PHEL.
 - 8.3 Employees who work a part-time or irregular schedule are entitled to be paid based on the average number of hours the employee worked in a two-week period prior to taking PHEL. Hours of leave are calculated based on the number of hours the employee is normally scheduled to work. If the employee's schedule varies, the six-month average may be used to calculate the average daily hours. Employees who have worked for less than six months prior to leave are entitled to the employee's reasonable expectation at hiring of the average number of hours the employee would normally be scheduled to work.
 - 8.4 Eligible employees taking leave under the FMLA Expansion Act will be reinstated to their former positions, or to an equivalent position with equivalent benefits and other terms and conditions of employment. However, no employee is entitled under this policy to any right, benefit or position other than that to which the employee would have been entitled had they not taken leave. Thus, for example, if a layoff or some other extenuating circumstance or business condition arises which affects the employee's position, reinstatement may not be possible.
 - 8.5 Employees requesting PHEL shall complete the FMLA Expansion Leave Request Form, following occurrence of potentially qualifying reason for leave. All PHEL leave is subject to approval by the **Controller's Office**. ~~Personnel Department.~~



- a. Approved FMLA Expansion Leave/PHEL shall be reported on employee time sheets as “COVID-19 FMLA” so that it is paid at the 2/3 rate.
 - b. Employees will have up to 12 weeks of leave to use from April 1, 2020, through December 31, 2020, for the purposes stated above. This time is included in and not in addition to the total FMLA leave entitlement of 12 weeks in a 12-month period.
 - c. Increments & Intermittent Use of Leave: Employees may take FMLA Expansion Leave/PHEL intermittently and in any increment agreed to with **the Controller’s Office** Personnel. For example, an employee may only need 4 hours per day of leave to care for his or her child or may only need to do so on Tuesdays and Thursdays. Managers and employees are expected to be flexible in scheduling wherever possible.
9. CONTROLLER/CAO LEGAL COUNSEL REVIEW: The Controller/CAO has determined that this policy as submitted to the Board of Commissioners contains the necessary substance in order to carry out the purpose of 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 Controller/CAO

Approved as to Legal Content
Saginaw County Civil Counsel

ADOPTED: April 21, 2020
AMENDED: June 16, 2020; December 15, 2020

FROM: COMMITTEE ON LABOR RELATIONS -- 5.2

DECEMBER 15, 2020

Your Labor Relations Committee considered Communication No. 12-15-19 from Jennifer Broadfoot, Personnel Director, submitting for approval revised County Policy #335 “Compensation” to incorporate changes that were needed in relation to implementation of Phase II and III of the Job Classification and Total Compensation Study.

We met with Ms. Broadfoot via Zoom who provided an overview of the changes highlighting specifically changes to 7.2 and 7.3 entrance salary rate and 6.1 County Compensation Philosophy.

We recommend approval of revised County Policy #335.

Respectfully Submitted,
COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair
Kyle R. Harris
Michael A. Webster

Charles M. Stack, Vice-Chair
Sheldon Matthews



Category: 300
Number 335

Subject: COMPENSATION

1. **PURPOSE:** It is the purpose of this policy to establish uniform guidelines and appropriate rules regarding employee compensation ~~in an effort~~ to improve the quality of personnel ~~administration~~ **management** in the County.
2. **AUTHORITY:** The Saginaw County Board of Commissioners.
3. **APPLICATION:** The rules and regulations herein set forth apply to all employees paid by Saginaw County, pursuant to Policy # 301.
4. **RESPONSIBILITY:** The Controller/CAO of Saginaw County shall be responsible for the implementation and administration of this policy.
5. **DEFINITIONS:**
 - 5.1 Pyramiding of overtime is defined as paying for the same hours more than once, which is prohibited.
 - 5.2 Workweek is defined as seven consecutive 24-hour periods from Sunday, 12:00 a.m. through Saturday, 11:59 p.m.
6. **POLICY:**
 - 6.1 **Saginaw County Compensation Philosophy. Saginaw County is committed to:**
 - 6.1.1 **Providing fair and equitable compensation to employees in a competitive and changing labor market.**
 - 6.1.2 **Developing a system of paygrades that establishes the minimum and maximum rates that the County will pay individuals within a job class and identify the midpoint of the range as the “market” rate.**
 - 6.1.3 **Defining the County’s market area based on the nature of the job class requirements and the availability of potential candidates locally or state-wide.**
 - 6.1.2 **Maintaining a competitive pay structure that allows the County to compete successfully for new employees within its market area and takes into consideration the County’s fiscal condition and responsible use of public resources.**



- 6.1.3 Ensuring that employee compensation reflects changing economic conditions and technical skills and/or responsibilities.
- 6.1.4 Providing consistent administration of pay policies and procedures among all County departments.
- 6.1.5 Establishing a compensation structure that allow the County to attract and retain qualified employees.
- 6.1.6 Developing a salary structure that provides for internal equity and ensures external competitiveness.
- 6.1.7 Ensuring that the compensation program is understandable to employees, managers, the Board of Commissioners and the public.
- 6.2 Pay Plan. The Pay Plan shall include a schedule of pay ranges consisting of minimum, intermediate, and maximum rates of pay for all classes of positions.
- 6.3 Development of the Pay Plan. The development of the Pay Plan shall be directly linked to the Classification Plan and shall be based on the principle of equal pay for equal work. Pay ranges shall be determined with due regard to such factors as:
 - 6.3.1 Uniformity of pay for each class.
 - 6.3.2 The relative difficulty and responsibility of work.
 - 6.3.3 The recruiting experience of the County.
 - 6.3.4 The ~~market-prevailing~~ rates of pay in both public service and private sector.
 - 6.3.5 The financial condition and policies of the County.
 - 6.3.6 Other pertinent economic considerations.
 - 6.3.7 The SAFE rating system factors which include Training and Ability; Level of Work; Physical Demands; Independence of Actions, Supervision Exercised; Experience Required; Human Relations Skills; Working Conditions/Hazards; and Impact on End Results.**
- 6.4 Adoption. All salaries must be set by the Saginaw County Board of Commissioners.
- ~~6.5 Exceptions. Exceptions from the Pay Plan shall be authorized by the Board of Commissioners as necessary due to the primacy of negotiated labor agreements or statutes.~~



7. ADMINISTRATIVE PROCEDURES:

7.1 Administration and Amendment. The County Controller/CAO shall be responsible for administering the Pay Plan. He/she shall be responsible for conducting periodic reviews and comparative studies of pertinent factors affecting levels of pay. When appropriate, the Controller/CAO may recommend to the designated committee of the Board of Commissioners necessary amendments to the Pay Plan. In any case, amendments to the Pay Plan may only be made upon the approval of the Board of Commissioners.

7.2 Entrance Salary Rate. The entrance salary rate for a newly hired employee shall be Step 1 of the appropriate pay grade as indicated in the current Pay Plan. **If the results of a compensation study are being phase in, an entrance salary rate below Step 1 of the appropriate wage schedule may be established to facilitate the phase in process. In addition, if there are multiple positions with the same job title, an entrance salary rate below the lowest phase in step, may be established to ensure recognition of County employees with greater years of service in that position who are currently at a step lower than Step one in the new pay grade and consistent with the recommendations of the compensation study .**

7.2.1 A part-time or temporary employee shall be paid on an hourly basis at not more than Step 1 of the classified position to which assigned. A Department Head may pay below Step 1 to facilitate step increases. **Any exception to part time or temporary employee pay can be approved by Board of Commissioners and must be based on a compelling reason for the adjustment.**

7.2.17.2.2 **If an individual being hired for a position does not meet the minimum qualifications established by the job description for the position, the position will be re-evaluated in Baker Tilly's SAFE scoring system, utilizing the prospective employee's qualifications. This shall only apply to statutorily appointed positions.**

7.3 Step Increases. Each pay grade on the salary schedules shall consist of Steps and employees shall progress through the steps based on length of service in their jobs (with the exception of placement following a compensation study. **The employee would progress on the new pay plan upon their new anniversary date, which is the date they are placed at their new step associated with the Board of Commissioner approved implementation.**) **If a compensation study is being phased in, additional steps below Step 1 may be established to facilitate the phase in process.** Step increases are a means of recognizing satisfactory performance and a Department Head is permitted to withhold a salary increase for a period not to exceed six months during which time the employee will be on probation. The employee will be advised in writing of this action and the reasons for withholding the increase. If the employee does not show the required improvement to warrant removal from probationary status within the six-month period, he/she shall be separated from employment.



- 7.3.1 Progress through the steps shall be based on the time periods indicated on the salary schedule (except in the case of regular part-time employees who must serve twice the time period indicated), unless such time period is adjusted because of the probationary period resulting from a withheld step increase or an approved leave of absence.
- 7.3.2 Part-time and temporary employees shall not be eligible for step increases except as provided in Section 7.2.1 of this policy.
- 7.4 Severance Pay. Severance pay is not authorized, **unless it has been negotiated in a collective bargaining agreement or employment contract.**
- 7.5 Overtime. Upon pre-approval, in writing, and only when budgeted in a department's current year budget, non-exempt Employees of Saginaw County may be scheduled for overtime work and be paid overtime compensation at the rate of time and one-half of regular rates of pay for all hours actually worked in excess of forty hours provided, however, there shall be no pyramiding of overtime. Furthermore, employees who are on authorized PTO, vacation, or personal leave and actually work within the same 24 hour period, shall be credited no more time than a normal scheduled work day or the amount of time actually worked, if more than a normal work day. Elected officials, persons appointed to serve on a policy-making level, and FLSA exempt personnel are generally exempt from overtime pay. Exempt personnel are salaried employees who are expected to meet the demands of the position without overtime compensation.
- 7.5.1 Overtime shall not be authorized by Department Heads unless provided for as a separate line item in the departmental budget. Special projects or other extraordinary circumstances, not foreseen during the budget process, may justify special consideration for overtime authorization, which may be requested from the Controller.
- 7.5.2 Regular full-time employees or part-time and temporary employees working or scheduled to work 40 or more hours a week in one department shall not be permitted to work any additional hours in another department unless approved by the Controller.
- 7.6 Pay Adjustments. The following personnel actions shall affect the pay status of the affected employee in the following manner:
- 7.6.1 Transfers. If an employee is transferred into a classification with the same pay rate, the employee's pay rate shall remain unchanged. An employee must actually have worked (1) one full year in his/her current position to be eligible to apply for transfers (meaning those positions of the same classification and hours designated to work), unless waived in special circumstances by the Personnel Division or applicable **Elected** official.



- 7.6.2 Promotions. If an employee is promoted to a higher paying position, the employee shall be paid at the lowest step in the new pay grade which is at least five percent (5%) above the salary he was receiving immediately before the promotion. For purposes of this policy, promotion means movement to a different position which has a higher final step in the pay grade than the final step in the pay grade for the position being vacated.
- 7.6.2.1 Personnel may be employed in a lower grade than authorized on the Personnel Control Number (PCN) Staffing Report. If such an individual is later promoted to the authorized grade, the promotion shall be treated as a reclassification and he shall retain his/her step.
- 7.6.3 Demotions for Cause or at employee request. If an employee is demoted to a classification with a lower pay grade, for cause, or at the employee's request, the employee shall be paid in accordance with the pay range for the new classification but will retain his/her previous step, including time accrued in previous step.
- 7.6.4 Transfer to a Lower Paying Position. If an employee is transferred to a lower paying position because of budgetary requirements, reorganization, or to avoid layoff, the employee will be paid at the highest step of the new classification, if the highest step is lower than the employee's salary before the transfer. If the highest step is not lower than the employee's salary before transfer, then the employee will be placed at the step which is nearest to, but not less than, his/her salary before the transfer.
- 7.6.5 Recall or Return from Layoff. When an employee following layoff is recalled in the same classification and pay rate from which he/she was laid off, he/she shall be placed in the same step that he/she occupied at the time of layoff. However, the employee shall be credited any time accrued prior to layoff for purposes of determining the employee's next merit step increase. If the employee returns to a position in a different classification and pay rate (moves from one pay schedule to a different pay schedule), the employee will be placed at the step in the new pay schedule which is closest to but not less than his/her former compensation rate.
- 7.6.6 Reclassification of Position. If an employee's position is reclassified the following shall apply (unless part of a group Compensation Study):
- 7.6.6.1 If an employee's position is reclassified to a higher pay grade he/she shall be paid at the higher pay range retaining the same step.
- 7.6.6.2 If an employee's position is reclassified to a lower pay grade, the employee's salary shall remain frozen at the current pay rate until



such time as the salary rate for the new classification equals or exceeds the employee's current salary pay rate.

7.6.7 Working out of Classification

7.6.7.1 Employees may be directed by the Department Head or Supervisor to perform duties above their classification.

7.6.7.2 Employees who are temporarily requested to merit step in the new pay grade, which is at least 5% above the salary the employee is currently receiving.

7.6.7.3 Employees shall be required to keep a log of their time worked above their classification and submit same to their Department Head or Supervisor. Logs should contain actual time worked, specific tasks performed and employees will be paid at the higher rate of pay accordingly.

7.7 Computation of Step Time. Although time spent on an approved leave of absence or layoff is credited towards continuous length of service, such periods of thirty (30) or more continuous days are not credited towards step increases.

7.7.1 Full-time temporary service, when the employee was hired through competitive selection, that immediately precedes the transfer of an employee to a regular position in the same class, shall be credited in determining the employee's position on the salary schedule.

7.7.2 Regular part-time service which immediately precedes the transfer of an employee to regular full-time service in the same class will be credited at one-half (1/2) time regardless of the number of hours actually worked.

7.7.3 Part-time service is not credited.

7.8 Former Employee. A former employee who is rehired shall be paid at Step 1 of the pertinent grade unless the employee is granted previous service in accordance with the Continuous Length of Service Policy (Policy #334).

7.9 Pay Periods. Employees shall be paid on a bi-weekly basis.

7.10 Longevity Pay. Regular Full-Time Employees hired before March 1, 2005 who have completed five or more years of continuous service as of December 1st of each year shall be entitled to longevity pay. Longevity pay shall be based on length of continuous service as of December 1st of each year and employment status (regular full-time or regular part-time) as of December 1st of each year. Length of continuous service shall be determined as stated in the Continuous Length of Service Policy. Employment status is defined in the Recruitment, Selection and Appointment Policy. Regular full-time



employees shall receive \$70 for each full year of continuous service. Regular Full-Time Employees hired on or after March 1, 2005 are not eligible for nor shall they receive longevity pay. Regular part-time employees, who received longevity pay in 2001, shall receive \$35 for each full year of continuous service, until their employment terminates. Regular part-time employees who did not qualify for longevity pay in 2001 (those that had less than five full years continuous service as of 12/01/01), are not eligible for longevity pay.

7.10.1 A Full-Time employee who retires or dies during the year prior to December 1st shall be entitled to a pro-rata longevity pay for the number of months since the previous December 1st to the date of retirement or death.

- 8. CONTROLLER/CAO LEGAL COUNSEL REVIEW: The Controller/CAO has determined that this policy as submitted to the Board of Commissioners contains the necessary substance in order to carry out the purpose of 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 Controller/CAO

Approved as to Legal Content:
Saginaw County Civil Counsel

ADOPTED: November 23, 1999
AMENDED: April 23, 2002; October 12, 2004; February 22, 2005; August 12, 2008;
December 18, 2018; December 17, 2019; **December 15, 2020**

FROM: COMMITTEE ON LABOR RELATIONS -- 5.3 *AMENDED DECEMBER 15, 2020

Your Labor Relations Committee considered Communication Nos. 12-15-13 and 12-15-16 from various 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>
Sheriff Federspiel Bonnie Kanicki	Sheriff Animal Control Director	Administrative Assistant Animal Control Officer

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

Respectfully Submitted,
COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair
Kyle R. Harris
Michael A. Webster

Charles M. Stack, Vice-Chair
Sheldon Matthews



FROM: COMMITTEE ON LABOR RELATIONS -- 5.4

DECEMBER 15, 2020

Your Labor Relations Committee considered Communication No. 12-15-15 from Linda James, 70th District Court Administrator, requesting approval to hire Kent E. Greenfelder as Attorney-Magistrate, pursuant to MCL 600.8501(1).

We met with Ms. James via Zoom who explained that Mr. Greenfelder has been hired to fill the position upon retirement of the current Attorney-Magistrate; the position is full-time; and Mr. Greenfelder will not maintain his private law practice.

We recommend approval to hire Kent E. Greenfelder as Attorney-Magistrate for 70th District Court.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair
Kyle R. Harris
Michael A. Webster

Charles M. Stack, Vice-Chair
Sheldon Matthews

FROM: COMMITTEE ON LABOR RELATIONS -- 5.5

DECEMBER 15, 2020

Your Labor Relations Committee considered Communication No. 12-15-17, from Christopher Rishko, CEO, GLB Michigan Works!, requesting approval to move its Accountant II position from an I-08 to an I-09 on the current pay scale.

We met with Mr. Rishko via Zoom who explained that in 2017, Great Lakes Michigan Works! Administration began a departmental wage study, which concluded in the fall of 2019 with the Great Lakes Bay Michigan Works! Joint Board of Directors approving a salary increase for all positions. The Saginaw County Board of Commissioners approved that recommendation in March 2019 with the exception of the Accountant II position, in lieu of the completion of Phase II Saginaw County’s internal wage study.

With the completion of the wage study, and with the approval of both Saginaw County Controller’s Office and the UAW Representative, Mr. Rishko is asking that the current pay level be adjusted from an I-08 to an I-09. The current FY 2021 approved budget accounts for this increase.

We recommend approval to adjust Michigan Works! Accountant II position from an I-08 to an I-09 on the current pay scale.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair
Kyle R. Harris
Michael A. Webster

Charles M. Stack, Vice-Chair
Sheldon Matthews

FROM: COMMITTEE ON LABOR RELATIONS -- 5.6

DECEMBER 15, 2020

Your Labor Relations Committee considered Communication No. 12-15-20, from Robert Belleman, Controller/CAO, requesting approval to amend the Personnel Control Number (PCN) Roster for FY 2021 by eliminating two PCNs authorized in the Planning Department (242001 and 242007) as both positions are vacant.

We met with Mr. Belleman via Zoom who clarified that the Planning Department has been eliminated, however the Planning Commission is still in place.

We recommend approval to amend the Personnel Control Number (PCN) Roster for FY 2021 by eliminating two PCNs authorized in the Planning Department (242001 and 242007).



Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair
Kyle R. Harris
Michael A. Webster

Charles M. Stack, Vice-Chair
Sheldon Matthews

FROM: COMMITTEE ON LABOR RELATIONS -- 5.7

DECEMBER 15, 2020

Your Labor Relations Committee considered Communication No. 12-15-21 from Jennifer Broadfoot, Personnel Director, requesting approval to adjust the salary range for the Public Health Nurse I position to grade 16, formerly grade 15 as part of Phase I of the Job Classification and Total Compensation Study. We met with Ms. Broadfoot via Zoom at a Special Labor Relations Committee meeting prior to the Board Session and she explained that Baker Tilly evaluates the placement to see if changes in market conditions would merit an adjustment. The position was part of Phase I of the Comp Study and Baker Tilly advised the change in position was justified when looking at comparables and market conditions. We recommend approval to adjust the salary range of Public Health Nurse I to grade 16.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair
Kyle R. Harris
Michael A. Webster

Charles M. Stack, Vice-Chair
Sheldon Matthews

FROM: COMMITTEE ON LABOR RELATIONS -- 5.8

DECEMBER 15, 2020

Your Labor Relations Committee considered Communication No. 12-15-25 from Bonnie Kanicki, Animal Control Director, asking approval to waive the hiring freeze for an Office Assistant position in SCACC. We met with Ms. Kanicki via Zoom at a Special Labor Relations Committee meeting prior to the Board Session and she explained that this position is vital, as it performs immediate administrative support. We recommend approval to waive the hiring freeze and fill the position of Office Assistant at SCACC.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair
Kyle R. Harris
Michael A. Webster

Charles M. Stack, Vice-Chair
Sheldon Matthews

FROM: COMMITTEE ON LABOR RELATIONS -- 5.9

DECEMBER 15, 2020

Your Labor Relations Committee considered a request from Dave Gilbert, County Civil Counsel/Labor Counsel, requesting approval of a Collective Bargaining Agreement between Saginaw County and **COAM/Sergeants** summarized as follows:

Negotiations were conducted with the bargaining unit for COAM/SERGEANTS as follows:

1. Duration of CBA – 3 years (December 15, 2020 – September 30, 2022)



2. Proposed amendment to Article 3, Sections 1-6 to comply with the U.S. Supreme Court’s decision in *Janus* regarding union membership.
3. Grievances and Discipline:
 - Proposed amendment to Article 6, Section 1, Step 2 to provide that grievances concurrently be provided to Saginaw County’s Personnel Department in addition to the Sheriff’s office.
 - Proposed amendment to Article 7, Section 2 giving the Sheriff a 30-day extension to provide notice of charges to an employee.
4. Proposed amendment to Article 10, Section 6 to reflect the amendment date of November 20, 2018 on Policy #363.
5. Paid Time Off:
 - Proposed amendment to Article 13, Section 1 to comply with Michigan’s Paid Medical Leave Act.
 - Proposed amendment to Article 13, Section 5 to clarify when PTO will be paid at the current rate of the employee.
 - Proposed amendment to Article 13, Section 13 to limit the donation of PTO to the Sergeants’ Unit and that employees will be responsible for any tax liability.
 -
6. Proposed amendment to Article 14, Section 1 clarifying that compensation for disability benefits will not increase because of an accommodation to an employee’s work assignment.
7. Health Insurance/Retiree Health Insurance:
 - Proposed amendment to Article 16, Section 1 putting a three-year limitation on the duration the County will continue to pay a portion of the premium for insurance.
 - Clarification that employees who leave the health insurance plan of the County may enroll during open enrollment or in accordance with IRS Regulations.
 - Delete references to Blue Cross Blue Shield (CB1 and CB8) and make reference to generic Health Plan A and Plan B throughout Article 16.
 - PA 152 hard caps commitment on all three years.
 - Clarification that employees who retire after January 1, 2014 and who are eligible for and elect to receive retiree health insurance shall contribute to employee health insurance premiums.
 - Proposed amendment of Article 16, Section 4 to add orthodontic services to the dental coverage.
 - Proposed amendment to Article 16, Section 10 adding language that dental and vision coverage are subject to co-pays and appropriate employee cost share.
 - Proposed amendment to Article 16, Section 11 eliminating language requiring negotiations take place to determine the maintenance of benefits prior to any change of health provider and only if the level of benefits changes will the County negotiate.



- Proposed amendment to Article 16, Section 12 to clarify that the vision insurance will be accordance with the plan in effect on the date of ratification of the contract.
 - Proposed amendment to Article 16, Section 14 deleting references to Blue Cross Blue Shield of Michigan and replaced with the phrase “Third Party Administrator.”
 - Proposed amendment to Article 16, Section 14 eliminating the annual health insurance refund language on or before March 31 and replace with language that the refund will be provided within 90 days of its receipt by the County.
8. Proposed amendment to Article 18, Section 14 to provide for payment of increased wages when an individual is working out of classification.
9. Proposed amendment to Article 18, Section 20 adding the terms of the grievance settlement to the contract which defines vacancy.
10. Proposed amendment to Article 20 combining language contained in Article 20 with respect to workers’ compensation with Article 16, Section 6.
11. Addition of Article 20, Section 1 providing light duty accommodations for work related injuries.
12. Proposed amendment to Article 21 to eliminate the zero percent contributions for the DC pension plan.
13. Proposed amendment to Article 24 to provide that employees promoted after the effective date of the contract will follow County Policy #362 regarding bereavement leave.
14. Wages:
- 2019 – 2021: contingent on budget stabilization reserve fund meeting County policy requirements (5% of the general fund), and any amount exceeding the minimum requirements shall be used to provide a base wage increase for Corrections Sergeants (Non 312) up to but not greater than 2% (if the reserve fund has more than the minimum required amount but less than an amount to provide a 2% increase, then base wage increase will be commensurate with 0.25% increment).
 - 2019 – 2021: 2% base wage increase for Law Enforcement Sergeants.
 - The Sergeants’ rate of pay is currently under market. There will be a market value adjustment for entry level Sergeants of 2%, for one-year Sergeants 2%, and for two-year Sergeants 4% in addition to the base wage increase.
 - 2019 increases for Law Enforcement Sergeants (312 Eligible) will be effective as of 10/1/19 and 2019 increase for Correction Sergeants (Non 312) will be effective as of the date of ratification of the CBA.
 - Corrections Sergeants (Non 312) will receive a one-time lump sum payment of \$1,750, considered as payroll, as soon as practical after ratification of the CBA.

We recommend approval of the CBA as presented above.



Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair
Kyle R. Harris
Michael A. Webster

Charles M. Stack, Vice-Chair
Sheldon Matthews

FROM: COMMITTEE ON LABOR RELATIONS -- 5.10

DECEMBER 15, 2020

Your Labor Relations Committee considered a request from Dave Gilbert, County Civil Counsel/Labor Counsel, requesting approval of two (2) Memorandums of Understanding (MOU) between Saginaw County and the UAW Managers and Professionals.

We met with Mr. Gilbert during a Closed Session of the Labor Relations Committee prior to the Board Session and he indicated that MOUs were developed and ratified by both unions regarding wage increases and steps on the new wage scale as a result of Phases II and III of the Job Classification and Total Compensation Study.

We recommend approval of the MOUs as attached.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair
Kyle R. Harris
Michael A. Webster

Charles M. Stack, Vice-Chair
Sheldon Matthews

6. **Executive Committee – M. Webster, Chair**

None

7. **Legislative Committee – J. Theisen, Chair; A. O’Neal, Vice-Chair**

None

8. **Intergovernmental Cooperation Committee – J. Theisen, Chair; C. Stack, Vice-Chair**

None

9. **Committee Compensation**

12-15-20.1) November 15, 2020 – November 28, 2020

12-15-20.2) November 29, 2020 – December 12, 2020

- ***Hadsall moved, seconded by Theisen, to approve 12-15-20.1 and 12-15-20.2 leaving room for exceptions. There were no exceptions and the motion carried by the following roll-call vote:***

Yes: Krafft, O’Neal, Ruth, Dwan, Stack, Kilpatrick, Matthews, Theisen, Harris, Hadsall, and Webster - 11

No: - 0



COMMITTEE COMPENSATION - 12.15.20.1

December 15, 2020

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held, November 15 - November 28, 2020.

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. There is currently no approved vaccine or antiviral treatment for this disease.

COVID-19 - Governor Whitmer issued Stay Home. Stay Safe. Save Lives. Executive Order 2020-154 - Replaced by PA 228 of 2020

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	11/16/20	MAC Environmental via GotoMtg	Webster	\$50.00	1
2	11/17/20	Labor Relations Committee - Special @ TheDow	Kilpatrick	\$25.00	1
			Stack	\$25.00	1
			Harris	\$25.00	1
			Matthews	\$25.00	1
			Webster	\$25.00	1
3	11/17/20	Board Session @ TheDow	10 Present	\$500.00	10
		Dwan, Hadsall, Harris, Kilpatrick, Krafft, Matthews, O'Neal, Ruth, Stack, Webster			
		Absent: Theisen			
4	11/18/20	Castle Museum Board via Zoom	Hadsall	\$50.00	1
5	11/18/20	GLB Regional CVB via ?	Ruth	\$50.00	1
6	11/18/20	Saginaw Valley Zoological Society via GotoMtg	Matthews	\$50.00	1
			O'Neal	\$50.00	1
7	11/18/20	Animal Control Advisory Council via Zoom	Hadsall	\$25.00	1
8	11/19/20	Commission on Aging via Zoom	Stack	\$50.00	1
9	11/19/20	Community Action Committee via Teleconference	O'Neal	\$50.00	1
10	11/20/20	MAC Transportation via GotoMtg	Webster	\$50.00	1
11	11/23/20	MI Works! Executive Committee via Zoom	Ruth	\$50.00	1
TOTAL				\$1,100.00	25

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (11-27-20)

COMMITTEE COMPENSATION - 12.15.20.2

December 15, 2020

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held November 29 - December 12, 2020.

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. There is currently no approved vaccine or antiviral treatment for this disease.



**COVID-19 - Governor Whitmer issued Stay Home. Stay Safe. Save Lives. Executive Order 2020-154 -
Replaced by PA 228 of 2020**

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	11/30/20	MAC Health & Human Services via GoToMtg	O'Neal	\$50.00	1
2	11/30/20	MI Works! Joint Board via Zoom	Matthews	\$50.00	1
			O'Neal	\$25.00	1
			Ruth	\$50.00	1
			Stack	\$50.00	1
			Webster	\$50.00	1
3	11/30/20	Human Services Committee via Zoom	O'Neal	\$25.00	1
			Theisen	\$50.00	1
			Matthews	\$25.00	1
			Ruth	\$25.00	1
			Webster	\$25.00	1
4	12/01/20	Courts & Public Safety Committee via Zoom	Kilpatrick	\$50.00	1
			Dwan	\$50.00	1
			O'Neal	\$50.00	1
5	12/02/20	Crime Prevention Council via Zoom	Ruth	\$50.00	1
6	12/02/20	County Services Committee via Zoom	Stack	\$50.00	1
			Harris	\$50.00	1
			Krafft	\$50.00	1
			Webster	\$50.00	1
7	12/03/20	9-1-1 Communications Center Authority via Zoom	Matthews	\$50.00	1
8	12/03/20	Budget/Audit Committee via Zoom	Krafft	\$50.00	1
			Theisen	\$50.00	1
			Webster	\$50.00	1
9	12/04/20	Saginaw Future Board via Zoom	Webster	\$50.00	1
10	12/07/20	Labor Relations Committee via Zoom	Kilpatrick	\$50.00	1
			Stack	\$50.00	1
			Harris	\$50.00	1
			Matthews	\$50.00	1
			Webster	\$50.00	1
11	12/08/20	Community Corrections Advisory Board via Zoom	Theisen	\$50.00	1
12	12/10/20	SC-CHAP via GoToMtg	Matthews	\$50.00	1
13	12/11/20	MAC Environmental via Webex	Webster	\$50.00	1
TOTAL				\$1,475.00	32

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (12-11-20)



RESOLUTIONS

RESOLUTION “A”

APPROVING APPORTIONMENT OF OPERATIONAL COSTS AND ACCEPTING FOR FILE THE FISCAL YEAR 2021 BUDGET OF THE SAGINAW AREA STORM WATER AUTHORITY

At a regular meeting of the Board of Commissioners of the County of Saginaw, State of Michigan held at Saginaw, Michigan on the 15th day of December 2020 at 5:00 p.m.

PRESENT: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster – 11*

Commissioner Stack offered the following resolution and moved for adoption. The motion was seconded by Commissioner Kilpatrick. The Resolution was approved unanimously by roll-call.

WHEREAS, Saginaw County has previously joined the Saginaw Area Storm Water Authority, hereafter “Authority”, and is a constituent municipality pursuant to the Articles of Incorporation adopted by the Authority; and

WHEREAS, two-thirds (2/3) of the legislative bodies of the Member Municipalities are required to approve the apportionment of the annual operating costs of the Authority; and,

WHEREAS, the authority is required to file with the legislative bodies of the Member Municipalities an annual budget for the next fiscal year covering the proposed expenditures to be made for the organization and operation of the Authority.

NOW, THEREFORE, BE IT RESOLVED by the Saginaw County Board of Commissioners as follows:

1. The apportionment of the 2021 annual operational costs for the Authority is approved as presented.
2. The 2021 annual budget of the Authority is received and accepted as presented.

Yeas: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 11*

Nays: - 0

Total: - 11



STATE OF MICHIGAN)
)ss
COUNTY OF SAGINAW)

I, the undersigned, the duly qualified and acting Clerk of the County of Saginaw, State of Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a regular meeting of the Board of Commissioners of said County, held on the 15th day of December, 2020, the original of which is on file in the Board Office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 15th day of December 2020.

Michael J. Hanley, County Clerk
County of Saginaw

**RESOLUTION “B”
APPOINTING TRUSTEE AND ALTERNATE TRUSTEE
SAGINAW AREA STORM WATER AUTHORITY BOARD OF TRUSTEES**

At a regular meeting of the Board of Commissioners of the County of Saginaw, State of Michigan held at Saginaw, Michigan on the 15th day of December 2020 at 5:00 p.m.

PRESENT: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster – 11*

Commissioner Stack offered the following resolution and moved for adoption. The motion was seconded by Commissioner Ruth. The Resolution was approved unanimously by roll-call.

WHEREAS, Saginaw County has previously joined the Saginaw Area Storm Water Authority, hereafter “Authority,” and is a constituent municipality pursuant to the Articles of Incorporation adopted by the Authority; and,

WHEREAS, each constituent municipality is required to periodically designate a constituent member and alternate constituent member to serve on the Authority Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED by the Saginaw County Board of Commissioners as follows:

1. The following are hereby appointed as trustee and alternate trustee, respectively of this County of Saginaw:

Trustee: Public Works Commissioner or Designee

Alternate Trustee: County Commissioner



- 2. The above appointed trustee and alternate trustee will serve a four-year term from January 1, 2021 through December 31, 2024, or until otherwise replaced by the Saginaw County Board of Commissioners.

Yeas: *Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 11*

Nays: - 0

Total: - 11

STATE OF MICHIGAN)
)ss
COUNTY OF SAGINAW)

I, the undersigned, the duly qualified and acting Clerk of the County of Saginaw, State of Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a regular meeting of the Board of Commissioners of said County, held on the 15th day of December, 2020, the original of which is on file in the Board Office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 15th day of December 2020.

Michael J. Hanley, County Clerk
County of Saginaw

UNFINISHED BUSINESS

County Services Committee – C. Stack, Chair; C. Hadsall, Vice-Chair

- 3.2) **CIVIL COUNSEL**, re: Approval of new County Policy #244 “Responsible Contractor Policy,” revisions to County Policy #241 “Purchasing Policy,” and approval of a Resolution Approving a Responsible Contractor Policy for Saginaw County

NOVEMBER 17, 2020 BOARD SESSION

- *Stack moved, seconded by O’Neal, moved to approve 3.1 and 3.2 leaving room for exceptions. Krafft excepted 3.2 for discussion and the motion carried as to 3.1. After brief discussion, Krafft Commissioner Privileged 3.2 and it will appear on the December 15, 2020 Agenda under Unfinished Business.*



DECEMBER 15, 2020 BOARD SESSION

- *Civil Counsel and the Controller introduced the matter and discussion was held. Matthews requested of the Chair that the vote be taken on approval of new County Policy #244 “Responsible Contractor Policy,” revisions to County Policy #241 “Purchasing Policy,” and approval of a Resolution Approving a Responsible Contractor Policy for Saginaw County. The motion carried by the following roll-call vote:
Yes: Stack, Matthews, Hadsall, Krafft, O’Neal, Ruth and Webster - 7
No: Dwan, Kilpatrick, Theisen and Harris - 4*

- *Prior to the end of the meeting, County Clerk Michael Hanley advised the Board of Commissioners that a roll-call vote should be taken on Commissioner Matthews’ Motion to End Debate. The Chairman directed the clerk to take a roll-call vote and the motion failed as follows:
Yes: Stack, Matthews, Hadsall, Krafft, O’Neal, Ruth and Webster - 7
No: Dwan, Kilpatrick, Theisen and Harris - 4.
(2/3 vote required for passage)*

JANUARY 19, 2021 BOARD SESSION

- *Commissioner Boyd requested a correction to the December 15, 2020 Board Session Minutes under Unfinished Business (Pg. 38). After his review of the meeting and discussion with former County Clerk Michael Hanley, the vote taken on the new Responsible Contractor Policy, with associated Resolution, and amendment of the current Purchasing Policy was not valid. At that meeting, discussion was held on the policies and Commissioner Matthews “Called the Question,” which stopped debate. The vote that followed was recorded on the proposed policies and, although it passed by a vote of 7 to 4, the vote should have been taken on the Motion to End Debate first, rendering that first vote invalid. A vote was taken on the Motion to End Debate near the end of the meeting, but that motion failed and a re-vote on the Responsible Contractor Policy/Purchasing Policy did not occur.*

- *After discussion, the Minutes of the December 15, 2020 Board Session were unanimously approved as corrected to reflect that the vote taken on the Responsible Contractor Policy, with associated Resolution, and amendment of the current Purchasing Policy was not valid. Since the motion remained active on the floor, the consensus between the Board, Civil Counsel, and the Controller was to bring the matter to the floor under Unfinished Business at this meeting.*

UNFINISHED BUSINESS

~~DECEMBER 15, 2020~~

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

~~DECEMBER 15, 2020
NOVEMBER 17, 2020~~

~~Your committee considered Communication No. 11-17-8 from Dave Gilbert, Civil Counsel, submitting for approval a Responsible Contractor Policy, Resolution and revisions to the Saginaw County Purchasing Policy.~~



~~We met with Mr. Gilbert who provided a brief explanation of the proposed revisions to County Purchasing Policy #241 to rescind and delete any reference to prevailing wage requirements and to add a reference to a Responsible Contractor Policy. Extensive discussion was held between the Controller, Civil Counsel, and Commissioners and revisions are reflected below:~~

- ~~10. Approve the addition of “include criteria for Responsible Contractors” to 5.21 and 5.30 of Saginaw County Purchasing Policy~~
- ~~11. Definition of Prevailing Wage in 5.23 of Saginaw County Purchasing Policy remained~~
- ~~12. Revise 6.3.1.1.7.2 of Saginaw County Purchasing Policy raising the ceiling on small construction contracts for projects from \$50,000 to \$1,000,000 to pre-qualify every three (3) years and have a standing list of contractors~~
- ~~13. Revise 6.3.1.1.7.2 of Saginaw County Purchasing Policy for projects over \$1,000,000 to follow policy #244~~
- ~~14. Revise 6.5.4 of Saginaw County Purchasing Policy to carry language over from Saginaw County Purchasing Policy 5.23, leaving prevailing wage language in policy — not to be enforced unless:

 - ~~3) The Wage and Hour Division of the State starts collecting data and,~~
 - ~~4) Prevailing Wage is re-instated at State level in Michigan —~~~~
- ~~15. Approve a Resolution Approving A Responsible Contractor Policy for Saginaw County with the change to \$50,000 to \$1,000,000~~
- ~~16. Approve the Responsible Contract Policy and General Policies #4~~
- ~~17. Approve the policy with proposed changes and two (2) appendices and request formal training information and include OSHA forms~~
- ~~18. Approve the Responsible Contractor Policy with Appendix as amended, and Resolution~~

~~We recommend approval of proposed County Policy #244 – Responsible Contractor Policy and revisions to County Policy #241 – Purchasing. A Resolution has been submitted under the regular order of business.~~

~~Respectfully Submitted,~~

~~COMMITTEE ON COUNTY SERVICES~~

~~Charles M. Stack, Chair _____ Cheryl M. Hadsall, Vice Chair~~

~~Kyle R. Harris _____ Dennis H. Krafft~~

~~Michael A. Webster~~

~~Category: _____ 200~~

~~Number: _____ 244~~

~~Subject: _____ RESPONSIBLE CONTRACTOR POLICY~~

~~1. _____ APPLICATION:~~

~~This Policy will be part of the Purchasing Policy and procurement of construction contractors as awarded through the request for proposal or invitation to bid or other process for bids \$50,000 and over permitted under the County’s Purchasing Policy #241.~~

~~2. _____ INTENT:~~

~~Saginaw County is committed to having responsible and ethical contractors and subcontractors on its construction projects, so that all work is performed by responsible, qualified firms that maintain the~~



~~capacity, expertise, highly trained personnel, and other qualifications and resources necessary to successfully perform County projects in a safe, timely, reliable, high quality and cost-effective manner. To achieve that goal, the County will require contractors submitting bids on its construction projects to provide information relating to each of the Responsibility Criteria listed below. The purpose of this Policy is to assist the County in awarding contracts on every construction project to the most responsible bidder who provides the best value to the County.~~

~~3. DEFINITIONS:~~

- ~~A. Construction Project: Any contract awarded for the construction, alteration, or repair of any public building or public work of the County of Saginaw. The labor and material necessary for the construction, renovation, repair or improvements to real property, except repair in emergency situations, which requires solicited bids so that the work, when complete, must be ready for service for its intended purpose and must require no other work to be a completed system or component.~~
- ~~B. Responsible Bidder: A bidder for a construction project that has demonstrated an ability to complete the prospective contract in a way that is timely, safe, cost-effective and benefits the community. The criteria in this Policy are used to determine the relative responsibility of the contractor in relation to other bidders.~~
- ~~C. Contractor: Any person, firm, corporation, partnership, association or any combination thereof, which enters into a Contract with any awarding authority of the County of Saginaw.~~
- ~~D. Subcontractor: Any person not an employee who enters into a contract with a contractor to assist the contractor in performing a contract, including a contractor or subcontractor of a public lessee or licensee or sublessee or sublicensee, to perform or assist in performing services on the leased or licensed premises. The term subcontractor does not include vendors or suppliers to County purchasing contractors.~~
- ~~E. Bidder: Means any person or entity that applies for any contract whether or not the application process is through an Invitation for Bid, Request for Proposal, Request for Qualifications, or other procurement process.~~
- ~~F. Bid: Means any application submitted by a bidder in response to an Invitation for Bid, Request for Proposal, Request for Qualifications, or other procurement process.~~

~~4. GENERAL POLICIES:~~

- ~~A. The County will request a contractor on projects \$50,000 to \$1,000,000 to pre-qualify and complete the Pre-Qualification form every three (3) years that is listed in Appendix A attached hereto. On projects over \$1,000,000, the County will have the contractor complete a Request for Qualifications which is listed as Appendix B attached hereto.~~



~~B. The bid documents must require any contractor or subcontractor bidding on the project to submit written responses and other information and documentation regarding the listed Responsibility Criteria and any other criteria specified by the County through the bid documents. The County may request additional information or explanation from any contractor or subcontractor regarding any particular Responsibility Criteria. The bid documents must provide that the County retain the right in its discretion to reject any and all bids. All required contractor financial and privileged information must be kept from public disclosure unless otherwise required by law.~~

~~C. For each separate bid package, The County in its discretion will weigh the information provided by the contractor or subcontractor regarding the responsibility criteria, as a whole to determine whether the contractor or subcontractor is a responsible bidder and the relative responsibility of the contractor in relation to other bidders. Except as otherwise required by law, no single criteria will necessarily be determinative in assessing responsibility or relative responsibility.~~

~~5. SUBSTANTIALLY LOW BID REVIEW:~~

~~In the event the amount of a bid appears disproportionately low when compared with estimates undertaken by or on behalf of the County and/or compared to other bids submitted, the County reserves the right to inquire further of the bidder to determine whether the bid contains mathematical errors, omissions, and/or erroneous assumptions, and whether the bidder has the capability to perform and complete the contract for the bid amount.~~

~~6. ENFORCEMENT:~~

~~Violations of this Policy may be reported to the Purchasing Department, which must investigate such complaint. Whether based upon such complaint or otherwise, if the Purchasing Department has determined that the contractor has violated any provision of this Policy or provided false information to the County, the Purchasing Department must issue a written notice to the contractor that the violation is to be corrected within ten (10) calendar days from receipt of notice. Such notice shall be sent istered mail. In the event the contractor has not corrected the violation, or taken reasonable steps to correct the violation within ten (10) calendar days, then the Purchasing Department may request the awarding authority to declare a material breach of the contract and exercise its contractual remedies thereunder, which are to include, but not be limited to, termination of the contract as outlined in the termination clause of the contract.~~

~~7. SEVERABILITY:~~

~~The terms, conditions, and provisions of this Policy are hereby declared to be severable, and, should any portion, part or provision of this Policy be found by a court of competent jurisdiction to be invalid, enforceable or unconstitutional, the County Board of Commissioners hereby declares its intent that the Policy shall have been enacted without regard to the invalid, enforceable or unconstitutional portion, part or provision of this Policy.~~



Approved As to Substance: _____ Approved As to Legal Content: _____
Saginaw County Controller _____ Saginaw County Civil Counsel _____

ADOPTED: December 15, 2020

Category: _____ 200
Number: _____ 241

Subject: _____ PURCHASING POLICY

- ~~1. PURPOSE: The purpose of this Policy is to provide for the fair and equitable treatment of all persons involved in public purchasing by Saginaw County, to maximize the purchasing value of public funds in procurement, and to provide safeguards for maintaining a procurement system of quality and integrity.~~
- ~~2. AUTHORITY: The Saginaw County Board of Commissioners.~~
- ~~3. APPLICATION: This Policy applies to contracts for the procurement of supplies, services and construction entered into by Saginaw County after the effective date of this Policy. It shall apply to every expenditure of public funds by Saginaw County for public purchasing irrespective of the source of the funds. When the procurement involves the expenditure of federal or state assistance or contract funds, the procurement shall be conducted in accordance with any mandatory applicable federal or state laws and regulations. Nothing in this Policy shall prevent any public agency from complying with the terms and conditions of any grant, gift or bequest that is otherwise consistent with law.~~
- ~~4. RESPONSIBILITY: The Controller/CAO shall be responsible for the implementation and administration of this policy.~~
- ~~5. DEFINITION(S):
 - ~~5.1 Brand Name or Equal Specification. A specification limited to one or more items by manufacturers' names or catalogue numbers to describe the standard of quality, performance and other salient characteristics needed to meet County requirements and which provides for the submission of equivalent products.~~
 - ~~5.2 Brand Name Specification. A specification limited to one or more items by manufacturers' names or catalogue numbers.~~
 - ~~5.3 Business. Any corporation, partnership, individual, sole proprietorship, joint stock company, joint venture or any other private legal entity.~~
 - ~~5.4 Change Order. A written order signed and issued by the Purchasing Agent, directing the contractor to make changes which the "Changes" clause of the contract authorizes the Purchasing Agent to order without the consent of the contractor.~~~~



- ~~5.5 Contract Modification (bilateral change). Any written alteration in specifications, delivery point, rate of delivery, period of performance, price, quantity or other provisions of any contract accomplished by mutual action of the parties to the contract.~~
- ~~5.6 Confidential Information. Any information which is available to an employee only because of the employee's status as an employee of the County and is not a matter of public knowledge or available to the public on request.~~
- ~~5.7 Construction. The process of building, altering, repairing, improving or demolishing any public structure or building, or other public improvements of any kind to any public real property. It does not include the routine operation, routine repair, or routine maintenance of existing structures, buildings or real property.~~
- ~~5.8 Contract. All types of County agreements, regardless of what they may be called, for the procurement of supplies, services or construction.~~
- ~~5.9 Contractor. Any person having a contract with the County or using an agency thereof.~~
- ~~5.10 Cost Analysis. The evaluation of cost data for the purpose of arriving at costs actually incurred or estimates of costs to be incurred, prices to be paid, and costs to be reimbursed.~~
- ~~5.11 Cost Data. Factual information concerning the cost of labor, material, overhead and other cost elements which are expected to be incurred or which have been actually incurred by the contractor in performing the contract.~~
- ~~5.12 Cost Reimbursement Contract. A contract under which a contractor is reimbursed for costs which are allowable and allocable in accordance with the contract terms and the provisions of this Policy, and a fee or profit, if any.~~
- ~~5.13 County Attorney. Attorney appointed and retained by the Saginaw County Board of Commissioners to represent the County of Saginaw in legal disputes and charged with rendering legal advice on County activities.~~
- ~~5.14 County Controller. Board appointed Chief Administrative and Financial Officer of the County of Saginaw charged with implementing all policies and procedures adopted by the Board of Commissioners.~~
- ~~5.15 Direct or Indirect Participation. Involvement through decision, approval, disapproval, recommendation, preparation of any part of a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing or in any other advisory capacity.~~
- ~~5.16 Disadvantaged Business. A small business which is owned or controlled by a majority of persons, not limited to members of minority groups, who have been deprived of the~~



~~opportunity to develop and maintain a competitive position in the economy because of social advantages.~~

~~5.17 Employee. An individual drawing a salary or wages from the County, whether elected or not; any non-compensated individual performing personal services for the County or any department, agency, commission, council, board or any other entity established by the executive or legislative branch of the County; and any non-compensated individual serving as an elected official of the County.~~

~~5.18 Financial Interest.~~

~~5.18.1 Ownership of any interest or involvement in any relationship from which, or as a result of which, a person within the past year has received, or is presently or in the future entitled to receive more than \$500 per year, or its equivalent;~~

~~5.18.2 Ownership of 25 percent (25%) of any property or business; or~~

~~5.18.3 Holding a position in a business such as officer, director, trustee, partner, employee or the like, or holding any position of management.~~

~~5.19 Gratuity. A payment, loan subscription, advance, deposit of money, service, or anything of more than nominal value, present or promised, unless consideration of substantially equal or greater value is received.~~

~~5.20 Immediate Family. A spouse, children, parents, brothers and sisters.~~

~~5.21 Invitation for Bids. All documents, including criteria for Responsible Contractors whether attached or incorporated by reference, utilized for soliciting sealed bids.~~

~~5.22 Person. Any business, individual, union, committee, club, other organization or group of individuals.~~

~~5.23 Prevailing Wages. That wage which is common to contractors operating within the Saginaw County Area.~~

~~5.24 Price Analysis. The evaluation of price data, without analysis of the separate cost components and profit as in cost analysis, which may assist in arriving at prices to be paid and costs to be reimbursed.~~

~~5.25 Price Data. Factual information concerning prices for items substantially similar to those being procured. Prices in this definition refer to offered or proposed selling prices, historical selling prices and current selling prices. The definition refers to data relevant to both prime and sub-contract prices.~~

~~5.26 Procurement. The buying, purchasing, renting, leasing or otherwise acquiring of any supplies, services or construction. It also includes all functions that pertain to the obtaining of any supply, service or construction including description of requirements,~~



~~selection and solicitation of sources, preparation and award of contract and all phases of contract administration.~~

- ~~5.27~~ Public Agency. A public entity subject to or created by the County.
- ~~5.28~~ Purchasing Agent. Principal purchasing official for the County, responsible for the procurement of supplies and services, and the management and disposal of supplies.
- ~~5.29~~ Qualified Products List. An approved list of supplies, services or construction items described by model or catalog numbers, which, prior to competitive solicitation, the County has determined will meet the applicable specification requirements.
- ~~5.30~~ Request for Proposals. All documents, [including criteria for Responsible Contractors](#) whether attached or incorporated by reference, utilized for soliciting proposals.
- ~~5.31~~ Responsible Bidder or Offeror. A person who has the capability in all respects to perform fully the contract requirements, and the tenacity, perseverance, experience, integrity, reliability, capacity, facilities, equipment and credit which will assure good faith performance.
- ~~5.32~~ Responsive Bidder. A person who has submitted a bid that conforms in all material respects to the requirements set forth in the invitation for bids.
- ~~5.33~~ Saginaw County Area. To include Contractors with normal business operations in Saginaw County and/or based in the surrounding counties of Bay, Genesee, Gratiot, Midland, Shiawassee and Tuscola.
- ~~5.34~~ Services. The furnishing of labor, time or effort by a contractor, not involving the delivery of a specific end product other than reports which are merely incidental to the required performance. This term shall not include employment agreements or collective bargaining agreements.
- ~~5.35~~ Small Business. A United States business which is independently owned and which is not dominant in its field of operation or an affiliate or subsidiary of a business dominant in its field of operation.
- ~~5.36~~ Specification. Any description of the physical or functional characteristics or of the nature of a supply, service or construction item. It may include a description of any requirement for inspecting, testing or preparing a supply, service or construction item for delivery.
- ~~5.37~~ Supplies. All property, including but not limited to equipment, materials, printing, insurance and leases of real property, excluding land or a permanent interest in land.



~~5.38~~ — Using Agency. Any department, commission, board or public agency requiring supplies, services or construction procured pursuant to this Policy.

~~6.~~ — POLICY:

~~6.1~~ — Public Access to Procurement Information.

~~6.1.1~~ — Procurement information shall be a public record to the extent provided in Act 442 of the Public Acts of 1976 (Michigan Compiled Laws (MCL) 15.231 et seq.), as amended, and shall be available to the public as provided in said statute.

~~6.2~~ — Office of the Purchasing Agent.

~~6.2.1~~ — Establishment, Appointment, and Tenure

~~6.2.1.1~~ — Establishment of the position of Purchasing Agent. There is hereby created the position of Purchasing Agent, who shall be the County's principal public purchasing official.

~~6.2.1.2~~ — Appointment. The Purchasing Agent shall be appointed by the County Controller. He/she shall meet the minimum standards set forth in the Purchasing Agent's job description promulgated by the County Board.

~~6.2.1.3~~ — Tenure. Purchasing is a division of the County Controller's Office. The Purchasing Agent shall serve an indefinite term and may be removed from the position according to the procedures established in the County's Personnel Policies.

~~6.2.2~~ — Authority and Duties

~~6.2.2.1~~ — Principal Public Purchasing Official. Except as otherwise provided herein, the Purchasing Agent shall serve as the principal public purchasing official for the County, and shall be responsible for the procurement of supplies, services and construction in accordance with this Policy, as well as the management and disposal of supplies.

~~6.2.2.2~~ — Duties. In accordance with this Policy, and subject to the supervision of the County Controller, the Purchasing Agent shall:

~~6.2.2.2.1~~ — Procure or supervise the procurement of supplies, services and construction needed by the County, including vendor solicitation and contract negotiation;

~~6.2.2.2.2~~ — Sell, trade or otherwise dispose of surplus supplies belonging to the County;



~~6.2.2.2.3~~ Maintain an on-line purchasing system;

~~6.2.2.2.4~~ Establish and maintain programs for specifications development and contract administration, inspection and acceptance, in cooperation with the public agencies using the supplies, services and construction;

~~6.2.2.2.5~~ Other duties as assigned by the County Controller.

~~6.2.2.3~~ Operational Procedures. Consistent with this Policy and with the approval of the County Controller, the Purchasing Agent may adopt operational procedures relating to the execution of his/her duties.

~~6.2.3~~ Delegations to Other County Officials:

~~6.2.3.1~~ With the approval of the County Controller, the Purchasing Agent may delegate authority to purchase certain supplies, services or construction items to other County officials, if such delegation is deemed necessary for the effective procurement of those items.

~~6.3~~ Source, Selection and Contract Formation.

~~6.3.1~~ Methods of Source Selection

~~6.3.1.1~~ Competitive Sealed Bidding

~~6.3.1.1.1~~ Conditions for Use. All procurement contracts of the County shall be awarded by competitive sealed bidding except as otherwise provided in Sections 6.3.1.2 (Competitive Sealed Proposals), 6.3.1.3 (Small Purchases), 6.3.1.4 (Sole Source Procurement), and 6.3.1.5 (Emergency Procurements) of this Policy.

~~6.3.1.1.2~~ Invitation for Bids. An invitation for bids shall be issued and shall include specifications, and all contractual terms and conditions applicable to the procurement.

~~6.3.1.1.3~~ Public Notice. Adequate public notice of the invitation for bids shall be given a reasonable time (not less than 10 calendar days prior to the date set forth therein for the opening of bids). Such notice may include publication in a newspaper of general circulation for a reasonable time prior to the bid opening. The public notice shall state the place, date and time of bid opening.



- ~~6.3.1.1.4~~ ~~Bid Opening.~~ Bids shall be opened publicly in the presence of one or more witnesses at the time and place designated in the invitation for bids. The amount of each bid, and such other relevant information as the Purchasing Agent deems appropriate, together with the name of each bidder shall be recorded; the record and each bid shall be open to public inspection in accordance with Section 6.1.2 (Public Access to Procurement Information).
- ~~6.3.1.1.5~~ ~~Bid Acceptance and Bid Evaluation.~~ Bids shall be unconditionally accepted without alteration or correction, except as authorized in this Policy. Bids shall be evaluated based on the requirements set forth in the invitation for bids, which may include criteria to determine acceptability such as inspection, testing, quality, workmanship, delivery and suitability for a particular purpose. Bids that do not comply with all criteria set forth in the invitation to bid may, at the discretion of the Purchasing Agent, be deemed not qualified bids. Those criteria that will affect the bid price and be considered in evaluation for award shall be objectively measurable, such as discounts, transportation costs and total or life cycle costs. The invitation for bids shall set forth the evaluation criteria to be used. No criteria may be used in bid evaluation that is not set forth in the invitation for bids.
- ~~6.3.1.1.6~~ ~~Correction or Withdrawal of Bids; Cancellation of Awards.~~ Correction or withdrawal of inadvertently erroneous bids before or after bid opening or cancellation of awards or contracts based on such bid mistakes, may be permitted where appropriate. Mistakes discovered before bid opening may be modified or withdrawn by written notice received in the office designated in the invitation for bids prior to the time set for bid opening. After bid opening, corrections in bids shall be permitted only to the extent that the bidder can show by clear and convincing evidence that a mistake of a non-judgmental character was made, the nature of the mistake and the bid price actually intended. After bid opening, no changes in bid prices or other provisions of bids prejudicial to the interest of the County or fair competition shall be permitted. In lieu of bid correction, a low bidder alleging a material mistake of fact may be permitted to withdraw its bid if:



~~6.3.1.1.6.1~~—The mistake is clearly evident on the face of the bid document, but the intended correct bid is not similarly evident; or

~~6.3.1.1.6.2~~—The bidder submits evidence, which clearly and convincingly demonstrates that a mistake was made. All decisions to permit the correction or withdrawal of bids, or to cancel awards or contracts based on bid mistakes, shall be supported by a written determination made by the Purchasing Agent.

~~6.3.1.1.7~~ Award. When purchasing goods and services, whenever possible, preference shall be given to vendors who are located within Saginaw County, the State of Michigan, and the U.S.A.

~~6.3.1.1.7.1~~—

~~6.3.1.1.7.2~~~~6.3.1.1.7.1~~ Non-construction— Goods and Services: The contract shall be awarded with reasonable promptness by appropriate written notice to the lowest responsible and responsive bidder whose bid meets the requirements and criteria set forth in the invitation for bids. No contract or purchase order shall be entered into with any company or business, which is in bankruptcy or receivership. In case of a tie between the lowest responsible and responsive bidders, preference shall be given to the local vendor.

~~6.3.1.1.7.3~~~~6.3.1.1.7.2~~ Construction Projects: In awarding construction contracts over \$50,000, the County will consider the company's compliance with the Prevailing Wage Policy in their bid submittal. Additional In addition, for contracts \$50,000 to 1,000,000 and \$1,000,000 or more, contractors must comply with County Policy #244. Additional consideration shall be given to companies that employ residents of the Saginaw County area. Such additional consideration shall be specified in the bid documents and subsequent bids



~~shall be weighted based on the purchase price and use of local labor. Additional consideration to be given for in state employment and Saginaw County area employment is as follows:~~

In County	In State
Area	Area
Under \$100,000	5 % 2%
\$100,000 – \$499,999	3 % 2%
\$500,000 and over	2% 1 %

~~In the event the lowest responsive and responsible bid for a construction project exceeds available funds as certified by the County Controller, the Purchasing Agent is authorized, when time or economic considerations preclude re solicitation of work of a reduced scope, to negotiate an adjustment of the bid price with the lowest responsive and responsible bidder, in order to bring the bid within the amount of available funds. Any such negotiated adjustment shall be based only upon eliminating independent deductive items specified in the invitation for bids. No contract or purchase order shall be entered into with any company or business that is within bankruptcy or receivership. In case of a tie between the lowest responsible and responsive bidders, preference shall be given to the local vendor.~~

~~**6.3.1.1.8** Multi Step Sealed Bidding. When it is considered impractical to prepare initially a purchase description to support an award based on price, an invitation for bids may be issued requesting the submission of un priced offers to be followed by an invitation for bids limited to those bidders who offers have been determined to be technically acceptable under the criteria set forth in the first solicitation.~~



6.3.1.2 ~~Competitive Sealed Proposals.~~

~~**6.3.1.2.1** Conditions for Use. When the Purchasing Agent determines that the use of competitive sealed bidding is either not practicable or not advantageous to the County, a contract may be entered into by use of the competitive sealed proposal method.~~

~~**6.3.1.2.2** Request for Proposals. Proposals shall be solicited through a request for proposals.~~

~~**6.3.1.2.3** Public Notice. Adequate public notice of the request for proposals shall be given in the same manner as provided in Section 6.3.1.1.3 (Competitive Sealed Bidding, Public Notice).~~

~~**6.3.1.2.4** Receipt of Proposals. No proposals shall be handled so as to permit disclosure of the identity of any offeror or the contents of any proposal to competing offerors during the process of negotiation. A register of proposals shall be prepared containing the name of each offeror, the number of modifications received, if any, and a description sufficient to identify the item offered. The register of proposals shall be open for public inspection only after contract award.~~

~~**6.3.1.2.5** Evaluation Factors. The request for proposals shall state the relative importance of price and other evaluation factors.~~

~~**6.3.1.2.6** Discussion with Responsible Offerors and Revisions to Proposals. As provided in the request for proposals, discussions may be conducted with responsible offerors who submit proposals determined to be reasonably susceptible of being selected for award for the purpose of clarification to assure full understanding of, and conformance to, the solicitation requirements. Offerors shall be accorded fair and equal treatment with respect to any opportunity for discussion and revision of proposals and such revisions may be permitted after submissions and prior to award for the purpose of obtaining best and final offers. In conducting discussions, there shall be no disclosure of the identity of competing offerors or of any information derived from proposals submitted by competing offerors.~~



~~6.3.1.2.7~~ Award. Award shall be made to the responsible offeror whose proposal is determined to be the most advantageous to the County, taking into consideration price and the evaluation factors set forth in the request for proposals. The bid file shall contain the basis on which the award is made.

~~6.3.1.3~~ Small Purchases

~~6.3.1.3.1~~ General. Any contract not exceeding \$20,000 may be made in accordance with the small purchase procedures authorized in this Section. Contract requirements shall not be artificially divided so as to constitute a small purchase under this Section.

~~6.3.1.3.2~~ Medium Purchases Over \$10,000 but less than \$20,000. When purchases are estimated to fall between \$10,000 and \$20,000, competitive sealed proposals shall be obtained as described in Section 6.3.1.2, unless a waiver is approved in advance by the Purchasing Agent.

~~6.3.1.3.2.1~~ No Purchase Orders shall be issued for purchases in amounts less than \$1000.00, unless deemed necessary by the Purchasing Agent.

~~6.3.1.3.3~~ Small Purchases Over \$1,000, But Less Than \$10,000. Insofar as it is practical for small purchases in excess of \$1,000, no less than three businesses shall be solicited to submit quotations. Award shall be made to the business offering the lowest acceptable quotation. The names of the businesses submitting quotations and the date and amount of each quotation shall be recorded and maintained as a public record.

~~6.3.1.3.4~~ Small Purchases Under \$1,000. The Purchasing Agent shall adopt operational procedures for making small purchases of \$1,000 or less. Such operational procedures shall provide for obtaining adequate and reasonable competition for the supply, service or construction being purchased.



6.3.1.4 — Sole Source Procurement

~~6.3.1.4.1~~ A contract may be awarded without competition when the Purchasing Agent determines, after conducting a good faith review of available sources, that there is only one source for the required supply, service or construction item. The Purchasing Agent shall conduct negotiations, as appropriate, as to price, delivery and terms. The County Controller shall approve all sole source purchases. All purchases of utilities where there is a single source, (i.e., electric, water, sewer, etc.) shall be purchased without bid.

6.3.1.5 — Emergency Procurements

~~6.3.1.5.1~~ Notwithstanding any other provisions of this Policy, the Purchasing Agent with the approval of the Controller/CAO may make or authorize others to make emergency procurements of supplies, services or construction items when there exists a threat to public health, welfare or safety, provided that such emergency procurements shall be made with such competition as is practicable under the circumstances.

6.3.1.6 — Cancellation of Invitations for Bids or Requests for Proposals

~~6.3.1.6.1~~ An invitation for bids, a request for proposals or other solicitation may be canceled, or any or all bids or proposals may be rejected in whole or in part as may be specified in the solicitation, when it is for good cause and in the best interests of the County. The reasons therefor shall be made part of the bid file. Each solicitation issued by the County shall state that the solicitation may be canceled and that any bid or proposal may be rejected in whole or in part for good cause when it is in the best interests of the County. Notice of cancellation shall be sent to all businesses solicited. The notice shall identify the solicitation, explain the reasons for cancellation and, where appropriate, explain that an opportunity will be given to compete on any re solicitation or any future procurement of similar items. Reasons for rejection shall be provided upon request by unsuccessful bidders or offerors.



~~6.3.2~~ Qualifications and Duties

~~6.3.2.1~~ Responsibility of Bidders and Offerors

~~6.3.2.1.1~~ Determination of Non-responsibility. If a bidder or offeror who otherwise would have been awarded a contract is found non-responsible, a written determination of non-responsibility, setting forth the basis of the finding, shall be prepared by the Purchasing Agent. The unreasonable failure of a bidder or offeror to promptly supply information in connection with an inquiry with respect to responsibility may be grounds for a determination of non-responsibility with respect to such bidder or offeror.

A copy of the determination shall be sent promptly to the non-responsible bidder or offeror. The final determination shall be made part of the bid file and be made a public record.

~~6.3.2.2~~ Bid, Payment, and Performance Bonds on Supply or Service Contracts

~~6.3.2.2.1~~ Bid surety, payment bonds, performance bonds or other security may be required for supply contracts or service contracts in conformance with State law or as the Purchasing Agent or head of a using agency deems advisable to protect the County's interests. Any such bonding requirements shall be set forth in the solicitation. Bid or performance bonds shall not be used as a substitute for a determination of a bidder or offeror's responsibility. Financial statements or performance bonds may be required from any company which has been in operation for less than one year.

~~6.3.3~~ Types of Contracts and Contract Administration

~~6.3.3.1~~ Types of Contracts

~~6.3.3.1.1~~ General Authority. Subject to the limitations of this Section, any type of contract which is appropriate to the procurement and which will promote the best interest of the County may be used, provided that the use of a cost plus a percentage contract is prohibited. A cost reimbursement contract may be used only when a determination is made that such contract is likely to be less costly to the County than any other type or that is it



impracticable to obtain the supply, service or construction item required except under such a contract.

6.3.3.1.2 Multi Term Contracts

~~6.3.3.1.2.1~~ Specified Period. Unless otherwise provided by law, a contract for supplies or services may be entered into for any period of time deemed to be in the best interests of the County, provided the term of the contract and conditions of renewal or extension, if any, are included in the solicitation and funds are available for the first fiscal period at the time of contracting. Payment and performance obligations for succeeding fiscal periods shall be subject to the availability and appropriation of funds therefor.

~~6.3.3.1.2.2~~ Determination Prior to Use. Prior to the utilization of a multi term contract, it shall be determined:

~~6.3.3.1.2.2.1.~~ That _____ estimated requirements cover the period of the contract and are reasonably firm and continuing; and

~~6.3.3.1.2.2.2.~~ That such a contract will serve the best interests of the County by encouraging effective competition or otherwise promoting economies in County procurement.

~~6.3.3.1.2.3~~ Cancellation Due to Unavailability of Funds in Succeeding Fiscal Periods. When funds are not appropriated or otherwise made available to support continuation of performance in a subsequent fiscal period, the contract shall be canceled and the contractor shall be reimbursed for the reasonable value of any non recurring costs incurred but not amortized in the price of the supplies or services delivered under the contract. The cost of cancellation



may be paid from appropriations available for such purposes.

~~6.3.3.1.3~~ Multiple Source Contracting

~~6.3.3.1.3.1~~ General. A multiple source award is an award of an indefinite quantity contract for one or more similar supplies or services to more than one bidder or offeror. The obligation to order the County's actual requirements is limited by the provision of Uniform Commercial Code Section 2-306(1).

~~6.3.3.1.3.2~~ Limitations on Use. A multiple source award may be made when award to two or more bidders or offerors for similar products is necessary for adequate delivery, service or product compatibility. Any multiple source award shall be made in accordance with the provisions of Section 6.3.1.1 (Competitive Sealed Bidding), Section 6.3.1.2 (Competitive Sealed Proposals), Section 6.3.1.4 (Small Purchases), and Section 6.3.1.5 (Emergency Procurements), as applicable. Multiple source awards shall not be made when a single award will meet the County's needs without sacrifice of economy or service. Awards shall not be made for the purpose of dividing the business, making available product or supplier selection to allow for user preference unrelated to utility or economy or avoiding the resolution of tie bids. Any such awards shall be limited to the least number of suppliers necessary to meet the valid requirements.

~~6.3.3.1.3.3~~ Contract and Solicitation Provisions. All eligible users of the contract shall be named in the solicitation and it shall be mandatory that the actual requirements of such users that can be met under the contract be obtained in accordance with the contract, provided that:



~~6.3.3.1.3.3.1.~~ The County shall reserve the right to take bids separately if a particular quantity requirement arises which exceeds its normal requirement or an amount specified in the contract; and

~~6.3.3.1.3.3.2.~~ The County shall reserve the right to take bids separately if the Purchasing Agent approves a finding that the supply or service available under the contract will not meet a nonrecurring special need of the County.

~~6.3.3.1.3.4.~~ Intent to Use. If a multiple source award is anticipated prior to issuing a solicitation, the County shall reserve the right to make such an award and the criteria for award shall be stated in the solicitation.

~~6.3.3.1.3.5.~~ Determination Required. The Purchasing Agent shall make a written determination setting forth the reasons for a multiple source award, which shall be made a part of the procurement file.

~~6.3.3.2.~~ Contract Clauses and Their Administration

~~6.3.3.2.1.~~ Contract Clauses. All County contracts for supplies, services and construction shall include provisions necessary to define the responsibilities and rights of the parties to the contract. The Purchasing Agent, after consultation with the County Attorney, may issue clauses appropriate for supply, service or construction contracts, addressing among others the following subjects:

~~6.3.3.2.1.1.~~ The unilateral rights of the County to order in writing changes in the work within the scope of the contract;

~~6.3.3.2.1.2.~~ The unilateral right of the County to order in writing temporary stopping of the work or delaying performance that does not alter the scope of the contract;



~~6.3.3.2.1.3~~ Variations occurring between estimated quantities of work in the contract and actual quantities;

~~6.3.3.2.1.4~~ Defective pricing;

~~6.3.3.2.1.5~~ Liquidated damages;

~~6.3.3.2.1.6~~ Specified excuses for delay or nonperformance;

~~6.3.3.2.1.7~~ Termination of the contract for default;

~~6.3.3.2.1.8~~ Termination of the contract in whole or in part for the convenience of the County;

~~6.3.3.2.1.9~~ Suspension of work on a construction project ordered by the County; and

~~6.3.3.2.1.10~~ Site conditions differing from those indicated in the contract, or ordinarily encountered, except that a differing site conditions clause need not be included in a contract:

~~6.3.3.2.1.10.1~~ When the contract is negotiated;

~~6.3.3.2.1.10.2~~ When the contractor provides the site or design; or

~~6.3.3.2.1.10.3~~ When the parties have otherwise agreed with respect to the risk of differing site conditions.

~~6.3.3.2.2~~ Price Adjustments. Adjustments in price resulting from the use of contract clauses required by Section 6.3.3.2.1 shall be computed in one or more of the following ways:

~~6.3.3.2.2.1~~ By agreement on a fixed price adjustment before commencement of the pertinent performance or as soon thereafter as practicable;

~~6.3.3.2.2.2~~ By unit prices specified in the contract or subsequently agreed upon;



~~6.3.3.2.2.3~~ By the costs attributable to the events or situations under such clauses with adjustment of profit or fee, all as specified in the contract or subsequently agreed upon;

~~6.3.3.2.2.4~~ In such other manner as the contracting parties may mutually agree; or

~~6.3.3.2.2.5~~ In the absence of agreement by the parties, by a unilateral determination by the County of the costs attributable to the events or situations under such clauses with adjustment of profit or fee as computed by the County as accounted for in accordance with generally accepted accounting procedures and subject to the provisions of Section 6.7 (Appeals and Remedies).

~~6.3.3.2.3~~ Standard Clauses and Their Modification. The Purchasing Agent, after consultation with the County Attorney, may establish standard contract clauses for use in County contracts. If the Purchasing Agent establishes any standard clauses addressing the subjects set forth in Section 6.3.3.2.1, such clauses may be varied provided that the circumstances justify such variations, and provided that notice of any such material variation be stated in the invitation for bids or request for proposals.

~~6.3.3.3~~ Contract Administration. A contract administration system designed to ensure that a contractor is performing in accordance with the solicitation under which the contract was awarded, and the terms and conditions of the contract, shall be maintained.

~~6.3.3.4~~ Approval of Accounting System. Except with respect to firm fixed price contracts, no contract type shall be used unless it has been determined by the Purchasing Agent that:

~~6.3.3.4.1~~ The proposed contractor's accounting system will permit timely development of all necessary cost data in the form required by the specific contract type contemplated; and



- ~~6.3.3.4.2~~ The proposed contractor's accounting system is adequate to allocate costs in accordance with generally accepted cost accounting principles.
- ~~6.3.3.5~~ Right to Inspect Plant. The County may, at reasonable times, inspect the part of the plant, place of business or worksite of a contractor or subcontractor at any tier, which is pertinent to the performance of any contract awarded or to be awarded by the County.
- ~~6.3.3.6~~ Right to Audit Records.
- ~~6.3.3.6.1~~ Audit of Cost or Pricing Data. The County may at reasonable times and places, audit the books and records of any contractor who has submitted cost or pricing data as a part of its bid or proposal for three years from the date of final payment under the contract.
- ~~6.3.3.6.2~~ Contract Audit. The County shall be entitled to audit the books and records of a contractor or a subcontractor at any tier under any negotiated contract or subcontract other than a firm fixed price contract to the extent that such books, documents, papers and records are pertinent to the performance of such contract or subcontract. Such books and records shall be maintained by the contractor for a period of three years from the date of final payment under the prime contract and by the subcontractor for a period of three years from the date of final payment under the subcontract.
- ~~6.3.3.7~~ Reporting of Anti-competitive Practices. When for any reason collusion or other anticompetitive practices are suspected among any bidders or offerors, a notice of the relevant facts shall be transmitted to the State Attorney General and the Saginaw County Prosecutor.
- ~~6.3.3.8~~ County Procurement Records
- ~~6.3.3.8.1~~ Bid File. All determinations and other written records pertaining to the solicitation and award of a contract shall be maintained for the County in a bid file by the Purchasing Agent.
- ~~6.3.3.8.2~~ Retention of Procurement Records. All procurement records shall be retained and disposed of by the County in accordance with records retention guidelines.



6.4— Specifications.

6.4.1— ~~Maximum Practicable Competition.~~

~~6.4.1.1~~— All specifications shall be drafted so as to promote overall economy for the purposes intended and encourage competition in satisfying the County's needs while still providing a fair opportunity to all businesses, including small and/or disadvantaged, and shall not be unduly restrictive. The policy enunciated in this Section applies to all specifications including but not limited to, those prepared for the County by architects, engineers, designers, and draftsmen.

6.4.2— Brand Name or Equal Specification

~~6.4.2.1~~— Use. Brand name or equal specifications may be used when the Purchasing Agent determines that:

~~6.4.2.1.1~~— No other design or performance specifications or qualified products list is available;

~~6.4.2.1.2~~— Time does not permit the preparation of another form of purchase description, not including a brand name specification;

~~6.4.2.1.3~~— The nature of the product or the nature of the County's requirements makes use of a brand name or equal specification suitable for the procurement; or

~~6.4.2.1.4~~— Use of a brand name or equal specification is in the County's best interests.

~~6.4.2.2~~— Designation of Several Brand Names. Brand name or equal specifications shall seek to designate three, or as many different brands as are practicable, as "or equal" references and shall further state that substantially equivalent products to those designated will be considered for award.

~~6.4.2.3~~— Required Characteristics. Unless the Purchasing Agent determines that the essential characteristics of the brand names included in the specifications are commonly known in the industry or trade, brand name or equal specifications shall include a description of the particular design, functional or performance characteristics which are required.



~~6.4.2.4 — Nonrestrictive Use of Brand Name or Equal Specifications. Where a brand name or equal specification is used in a solicitation, the solicitation shall contain explanatory language that the use of a brand name is for the purpose of describing the standard of quality, performance and characteristics desired and is not intended to limit or restrict competition.~~

~~6.4.3 — Brand Name Specification~~

~~6.4.3.1 — Use. Since use of a brand name specification is restrictive of product competition, it may be used only when the Purchasing Agent makes a determination that only the identified brand name item or items will satisfy the County's needs.~~

~~6.4.3.2 — Competition. The Purchasing Agent shall seek to identify sources from which the designated brand name item or items can be obtained and shall solicit such sources to achieve whatever degree of price competition is practicable. If only one source can supply the requirement, the procurement shall be made under Section 6.3.1.4 (Sole Source Procurement).~~

~~6.4.4 — Nondiscrimination~~

~~6.4.4.1 — Every contract or purchase order issued by Saginaw County shall be entered into under the provision which requires the contractor, subcontractor or vendor not to discriminate against any employee or applicant for employment because of his/her race, color, religion, age, sex, disability or ancestry. Failure to meet this provision shall be grounds for termination of the contract or purchase order.~~

~~6.5 — Procurement of Construction Services.~~

~~6.5.1 — Management of Construction Contracting~~

~~6.5.1.1 — Responsibility for Selection of Methods of Construction Contracting Management. The County Controller shall have discretion to select the appropriate method of construction contracting management for a particular project. In determining which method to use, the County Controller shall consider the County's requirements, its resources and the potential contractor's capabilities.~~

~~6.5.2 — Bid Security and Performance Bonds~~

~~6.5.2.1 — Bid Security~~



~~6.5.2.1.1 Requirement for Bid Security. Bid security may be required for competitive sealed bidding for construction contracts when the price is estimated to exceed \$50,000. Bid security shall be a bond provided by a surety company authorized to do business in the State of Michigan, or the equivalent in cash, or otherwise supplied in a form satisfactory to the County. Nothing herein shall prevent the requirement of such bonds on construction contracts under \$50,000 when the circumstances warrant.~~

~~6.5.2.1.2 Amount of Bid Security. Bid security shall be in an amount equal to at least 5% of the amount of the bid.~~

~~6.5.2.1.3 Rejection of Bids for Noncompliance with Bid Security Requirements. When the invitation for bids requires security, noncompliance requires that the bid be rejected.~~

~~6.5.2.1.4 Withdrawal of Bids. If the bidder is permitted to withdraw its bid before award as provided in Section 3-101 (6) (Competitive Sealed Bidding; Correction or Withdrawal of Bids; Cancellation of Awards), no action shall be had against the bidder or the bid security.~~

~~6.5.2.2 Contract Performance and Payment Bonds~~

~~6.5.2.2.1 When Required Amounts. When a construction contract is awarded the following bonds or security may be required and shall become binding on the parties upon the execution of the contract:~~

~~6.5.2.2.1.1 A performance bond satisfactory to the County, executed by a surety company authorized to do business in the State of Michigan or otherwise secured in a manner satisfactory to the County, in an amount equal to 100% of the price specified in the contract; and~~

~~6.5.2.2.1.2 A payment bond satisfactory to the County, executed by a surety company authorized to do business in the State of Michigan or otherwise secured in a manner satisfactory to the County, for the protection of all persons supplying labor and material to the contractor or its subcontractors for the~~



~~performance of the work provided for in the contract. The bond shall be an amount equal to 100% of the price specified in the contract.~~

~~**6.5.2.2.2** Authority to Require Additional Bonds. Nothing in this Section shall be construed to limit the authority of the County to require a performance bond or other security in addition to those bonds, or in circumstances other than specified in Section 6.5.2.2.1.~~

~~**6.5.2.2.3** Suits on Payment Bonds Right to Institute. Unless otherwise authorized by law, any person who has furnished labor or material to the contractor or subcontractors for the work provided in the contract, for which a payment bond is furnished under this Section and who has not been paid in full within 90 days from the date on which that person performed the last of the labor or supplied the material, shall have the right to sue on the payment bond for any amount unpaid at the time the suit is instituted and to prosecute the action for the amount due that person. However, any person having a contract with a subcontractor of the contractor, but no express or implied contract with the contractor furnishing the payment bond, shall have a right of action upon the payment bond upon giving written notice to the contractor within 90 days from the date on which that person performed the last of the labor or supplied the material. That person shall state in the notice the amount claimed and the name of the party to whom the material was supplied or for whom the labor was performed. The notice shall be served personally or by registered or certified mail, postage prepaid, in an envelope addressed to the contractor at any place the contractor maintains an office or conducts business.~~

~~**6.5.2.2.4** Suits on Payment Bonds Where and When Brought. Unless otherwise authorized by law, every suit instituted upon a payment bond shall be brought in a court of competent jurisdiction for the county or district in which the construction contract was to be performed.~~

~~**6.5.2.3** Copies of Bond Forms. Any person may request and obtain from the County a copy of a bond upon payment of the cost of reproduction of the bond and postage, if any.~~



6.5.3 Fiscal Responsibility

~~6.5.3.1~~ Every contract modification, change order or contract price adjustment in excess of 15% of the total contract amount under a construction contract with the County shall be subject to prior approval by the County Board of Commissioners after receiving a report from the County Controller as to the effect of the contract modification, change order or contract price adjustment on the total project budget or the total contract budget.

6.5.4 Prevailing Wage

~~6.5.4.1~~ On all construction contracts with a total value exceeding \$50,000, all craftsman, mechanics and laborers employed directly on the site of work shall receive at least the commercial prevailing wage rates as established by the State of Michigan, Bureau of Safety and Regulation, Wage and Hour Division, for commercial prevailing wage rates for the Saginaw County area.

~~6.5.4.1.1~~ All construction subcontracts entered into by the Contractor for work performed directly on site, shall contain the provisions for prevailing wages as set forth above. The Contractor and all subcontractors shall, at the request of the County, provide proof satisfactory (in the form of certified payrolls or audit) to the County that the contractor and subcontractors are in compliance with this policy.

On all construction contracts involving federal or state projects which require other specific prevailing wage rates, such rates shall supersede the County rates established above. All applicable purchase orders and contracts over \$50,000 shall contain the appropriate prevailing wage rate clause as determined by the Purchasing Agent.

~~6.5.4.1.2~~ Saginaw County will not enforce the provisions pertaining to prevailing wages as reflected in Sections 5.23, 6.3.1.1.7.2 and 6.5.4.1 of this Policy unless: (1) the Wage and Hour Division of the Department of Labor starts collecting data with respect to prevailing wages; or (2) the law governing prevailing wages in Michigan is reinacted by the state legislature.



~~6.6 — Debarment or Suspension.~~

~~6.6.1 — Authority to Debar or Suspend.~~

~~6.6.1.1 — After reasonable notice to the person involved and reasonable opportunity for that person to be heard, the Purchasing Agent, after consulting with the County Controller, is authorized to debar a person for cause from consideration for award of contracts. The debarment shall be for a period of not more than three years. After consultation with the County Controller, the Purchasing Agent is authorized to suspend a person from consideration for award of contracts if there is probable cause to believe that the person has engaged in any activity which might lead to debarment. The suspension shall be for a period not to exceed three months. The causes for debarment include:~~

~~6.6.1.1.1 — Conviction for commission of a criminal offense as an incident to obtaining or attempting to obtain a public or private contract or subcontract, or in the performance of such contract or subcontract;~~

~~6.6.1.1.2 — Conviction under state or federal statutes of embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or any other offense indicating a lack of business integrity or business honesty which seriously and directly affects responsibility as a County contractor;~~

~~6.6.1.1.3 — Conviction under state or federal antitrust statutes arising out of the submission of bids or proposals;~~

~~6.6.1.1.4 — Violation of contract provisions, as set forth below, of a character which is regarded by the Purchasing Agent to be so serious as to justify debarment action:~~

~~6.6.1.1.4.1 — deliberate failure without good cause to perform in accordance with the specification or within the time limit provided in the contract; or~~

~~6.6.1.1.4.2 — a recent record of failure to perform or of unsatisfactory performance in accordance with the terms of one or more contracts, provided that failure to perform or unsatisfactory performance caused by acts~~



~~beyond the control of the contractor shall not be considered to be a basis for debarment;~~

~~6.6.1.1.5~~ Any other cause the Purchasing Agent determines to be so serious and compelling as to affect responsibility as a County contractor, including debarment by another governmental entity for any cause listed in this Policy; and for violation of the ethical standards set forth in Section 6.8 (Ethics in Public Contracting).

~~6.6.2~~ Decision to Debar or Suspend.

~~6.6.2.1~~ The Purchasing Agent shall issue a written decision to debar or suspend. The decision shall state the reasons for the action taken and inform the debarred or suspended person involved of his/her rights concerning judicial or administrative review.

~~6.6.3~~ Notice of Decision.

~~6.6.3.1~~ A copy of the decision required by Section 6.6.2 (Decision to Debar or Suspend) shall be mailed or otherwise furnished immediately to the debarred or suspended person.

~~6.6.4~~ Finality of Decision.

~~6.6.4.1~~ A decision under Section 6.6.2 (Decision to Debar or Suspend) shall be final and conclusive, unless fraudulent, or the debarred or suspended person within 10 days after receipt of the decision makes an appeal to the County Controller or commences a timely action in court in accordance with applicable law.

~~6.7~~ Appeals and Remedies.

~~6.7.1~~ Bid Protests

~~6.7.1.1~~ Right to Protest. Any actual or prospective bidder, offeror or contractor who is aggrieved in connection with the solicitation or award of a contract may protest to the County Controller. Protestors are urged to seek resolution of their complains initially with the Purchasing Agent. A protest with respect to an invitation for bids or request for proposals shall be submitted in writing prior to the opening of bids or the closing date of proposals, unless the aggrieved person did not know and should not have known of the facts giving rise to such protest prior to bid opening or the closing date for



~~proposals. On the day submitted or the first business day thereafter, the County Controller shall provide a copy of the protest to the Purchasing Agent. The protest must be submitted within seven (7) calendar days after such aggrieved person knows or should have known of the facts giving rise thereto.~~

~~**6.7.1.2** Stay of Procurements During Protests. In the event of a timely protest under Section 6.7.1.1, the Purchasing Agent shall not proceed further with the solicitation or award of the contract until all administrative and judicial remedies have been exhausted or until the County Controller makes a determination on the record that the award of a contract without delay is necessary to protect substantial interests of the County.~~

~~**6.7.2** Contract Claims~~

~~**6.7.2.1** Decision of the Purchasing Agent. All claims by a contractor against the County relating to a contract, except bid protests, shall be submitted in writing to the Purchasing Agent for a decision. The contractor may request a conference with the Purchasing Agent on the claim. Claims include, without limitation, disputes arising under a contract and those based upon breach of contract, mistake, misrepresentation or other cause for contract modification or rescission.~~

~~**6.7.2.2** Notice to the Contractor of the Purchasing Agent's Decision. The decision of the Purchasing Agent shall be promptly issued in writing and shall be immediately mailed or otherwise furnished to the contractor. The decision shall state the reasons for the decision reached and shall inform the contractor of its appeal rights under Section 6.7.2.3.~~

~~**6.7.2.3** Finality of Purchasing Agent's Decision; Contractor's Right to Appeal. The Purchasing Agent's decision shall be final and conclusive unless, within seven (7) calendar days from the date of receipt of the decision, the contractor mails or otherwise delivers a written appeal to the County Controller or commences an action in a court of competent jurisdiction.~~

~~**6.7.2.4** Failure to Render Timely Decision. If the Purchasing Agent does not issue a written decision regarding any contract controversy within seven (7) days after written request for a final decision or within such longer period as may be agreed upon between the parties, then the aggrieved party may proceed as if an adverse decision had been received.~~



~~6.7.3 Authority of the Purchasing Agent to Settle Bid Protests and Contract Claims~~

~~6.7.3.1 The Purchasing Agent is authorized to settle any protest regarding the solicitation or award of a County contract or any claim arising out of the performance of a County contract, prior to an appeal to the County Controller or the commencement of an action in a court of competent jurisdiction.~~

~~6.7.4 Remedies for Solicitations or Awards in Violation of Law~~

~~6.7.4.1 Prior to Bid Opening or Closing Date for Receipt of Proposals. If prior to the bid opening or the closing date for receipt of proposals, the Purchasing Agent, after consultation with the County Attorney, determines that a solicitation is in violation of federal, state or municipal law, then the solicitation shall be canceled or revised to comply with applicable law.~~

~~6.7.4.2 In the case of Federal Awards, all subrecipients, regardless of award size, must be monitored under SubPart D of OMB 2 CFR 200 (Uniform Guidance).~~

~~6.7.4.3 Prior to Award. If after bid opening or the closing date for receipt of proposals, the Purchasing Agent, after consultation with the County Attorney, determines that a solicitation or a proposed award of a contract is in violation of federal, state or municipal law, then the solicitation or proposed award shall be canceled.~~

~~6.7.4.4 After Award. If, after an award, the Purchasing Agent, after consultation with the County Attorney, determines that a solicitation or award of a contract was in violation of applicable law, then:~~

~~6.7.4.4.1 If the person awarded the contract has not acted fraudulently or in bad faith;~~

~~6.7.4.4.1.1 The contract may be ratified and affirmed, provided it is determined that doing so is in the best interest of the County; or~~

~~6.7.4.4.1.2 The contract may be terminated and the person awarded the contract shall be compensated for the actual costs reasonably incurred under the contract, plus a reasonable profit, prior to the termination; or~~



~~6.7.4.4.2~~ If the person awarded the contract has acted fraudulently or in bad faith the contract may be declared null and void or voidable, if such action is in the best interests of the County.

~~6.8~~ Ethics in Public Contracting.

~~6.8.1~~ Criminal Penalties

~~6.8.1.1~~ To the extent that violations of the ethical standards of conduct set forth in this Article constitute violations of the Michigan Penal Code they shall be punishable as provided therein. Such penalties shall be in addition to the civil sanctions set forth in this Part. Criminal, civil and administrative sanctions against employee or nonemployees, which are in existence on the effective date of this Policy, shall not be impaired.

~~6.8.2~~ Employee Conflict of Interest

~~6.8.2.1~~ It shall be unethical for any County employee to participate directly or indirectly in a procurement contract when the County employee knows that:

~~6.8.2.1.1~~ The County employee, officer, or agent, any member of his or her immediate family, his or her partner, or any organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract; or

~~6.8.2.1.2~~ Any other person, business or organization with which the County employee or any member of a County employee's immediate family is negotiating or has an arrangement concerning prospective employment is involved in the procurement contract.

~~6.8.3~~ Gratuities and Kickbacks

~~6.8.3.1~~ Gratuities. It shall be unethical for any person to offer, give or agree to give any County employee or former County employee, or for any County employee or former County employee to solicit, demand, accept or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation or preparation of any part of a program requirement of a purchase request, influencing the content



~~of any specification or procurement standard, rendering of advice, investigation, auditing or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy or other particular matter pertaining to any program requirement or a contract or subcontract or to any solicitation or proposal therefor.~~

~~**6.8.3.2** — The officers, employees, and agents of Saginaw County must neither solicit nor accept gratuities, favors or anything of monetary value from contractors or parties to subcontracts.~~

~~**6.8.3.3** — Kickbacks. It shall be unethical for any payment, gratuity or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor or any person associated therewith, as an inducement for the award of a subcontract or order.~~

~~**6.8.4** — Prohibition Against Contingent Fees~~

~~**6.8.4.1** — It shall be unethical for a person to be retained or to retain a person, to solicit or secure a County contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, except for retention of bona fide employees or bona fide established commercial selling agencies for the purpose of securing business.~~

~~**6.8.5** — Contemporaneous Employment Prohibited~~

~~**6.8.5.1** — It shall be unethical for any County employee who is participating directly or indirectly in the procurement process to become or to be, while such a County employee, the employee of any person contracting with the governmental body by whom the employee is employed.~~

~~**6.8.6** — Waivers from Contemporaneous Employment Prohibition and Other Conflicts of Interest~~

~~**6.8.6.1** — The County Controller with approval by the Chairman may grant a waiver from the employee conflict of interest provision, or the contemporaneous employment provision, upon making a written determination that:~~

~~**6.8.6.1.1** — The contemporaneous employment or financial interest of the County employee has been publicly disclosed;~~



~~6.8.6.1.2~~ The County employee will be able to perform his/her procurement functions without actual or apparent bias or favoritism; and

~~6.8.6.1.3~~ The award will be in the best interests of the County.

~~6.8.6.2~~ A report of all waivers granted by the Controller and Chairman shall be made to the Board.

~~6.8.7~~ Use of Confidential Information

~~6.8.7.1~~ It shall be unethical for any employee or former employee knowingly to use confidential information for actual or anticipated personal gain, or for the actual or anticipated personal gain of any other person.

~~6.8.8~~ Sanctions

~~6.8.8.1~~ Employees. The County Controller may impose any one or more of the following sanctions on a County employee for violations of the ethical standards in this Article:

~~6.8.8.1.1~~ Oral or written warnings or reprimands;

~~6.8.8.1.2~~ Suspension with or without pay for specified periods of time; or

~~6.8.8.1.3~~ Termination of employment.

~~6.8.8.2~~ Non employees. The County Controller may impose any one or more of the following sanctions on a non employee for violations of the ethical standards:

~~6.8.8.2.1~~ Written warnings or reprimands;

~~6.8.8.2.2~~ Termination of contracts; or

~~6.8.8.2.3~~ Debarment or suspension as provided in Section 6.6.1 (Authority to Debar or Suspend).

~~6.8.8.3~~ A report of all sanctions will be prepared by the Controller and submitted to the Board.

~~6.8.9~~ Recovery of Value Transferred or Received in Breach of Ethical Standards



~~6.8.9.1~~ — General Provisions. The value of anything transferred or received in breach of the ethical standards of this Policy by a County employee or a non-employee may be recovered from both County employee and non-employee.

~~6.8.9.2~~ — Recovery of Kickbacks by the County. Upon a showing that a subcontractor made a kickback to a prime contractor or a higher tier subcontractor in connection with the award of a subcontract or order thereunder, it shall be conclusively presumed that the amount thereof was included in the price of the subcontract or order and ultimately borne by the County and will be recoverable hereunder from the recipient. In addition, that amount may also be recovered from the subcontractor making such kickbacks. Recovery from one offending party shall not preclude recovery from other offending parties.

~~6.9~~ — Purchasing Procedures.

~~6.9.1~~ — Establishment of Purchasing Procedures. The Purchasing Agent, with the approval of the County Controller and the Saginaw County Board of Commissioners, shall promulgate procedures for the purchase of goods and services for County departments based upon the Saginaw County Purchasing Policy. If necessary, these procedures shall be updated at least annually.

~~7.~~ — ADMINISTRATIVE PROCEDURES: NONE

~~8.~~ — CONTROLLER/CAO LEGAL COUNSEL REVIEW: The Controller/CAO has determined that this policy as submitted to the Board of Commissioners contains the necessary substance in order to carry out the purpose of 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: _____ Approved As to Legal Content:
____ Saginaw County Controller _____ Saginaw County Civil Counsel

ADOPTED: November 23, 1999

AMENDED: December 14, 1999 (Sect. 6.5.4. Prevailing Wage, Subparagraph 6.5.4.1.1); September 19, 2017; and December 15, 2020

~~UNFINISHED BUSINESS~~
~~RESOLUTION “A”~~

~~A RESOLUTION APPROVING A~~
~~RESPONSIBLE CONTRACTOR POLICY FOR SAGINAW COUNTY~~



~~SAGINAW COUNTY BOARD OF COMMISSIONERS~~

~~November 17, 2020~~

~~December 15, 2020~~

~~At a regular meeting of the Board of Commissioners of the County of Saginaw, State of Michigan held at Saginaw, Michigan on the 15th day of December 2020 at 5:00 p.m.~~

~~PRESENT: Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O'Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster – 11~~

~~ABSENT: None – 0~~

~~Commissioner Stack offered the following resolution and moved for adoption. The motion was seconded by Commissioner O'Neal.~~

~~**WHEREAS**, Saginaw County established a Purchasing Policy in 1999 that has been updated throughout the years to meet the changing needs of the organization. This policy governs all procurement of supplies, services, and construction, as well as the management and disposal of supplies. The most recent update to the Purchasing Policy occurred in 2017; and,~~

~~**WHEREAS**, the County's Purchasing Division of the Controller's Office is responsible for bidding out the procurement of supplies and services to qualified vendors in a competitive bid process. Effective internal controls safeguard against impropriety, favoritism, or conflict of interest on the part of any County official or employee; and,~~

~~**WHEREAS**, as designated by the County Controller, the Purchasing Agent or his/her designee shall bid and procure all supplies or services and new construction or renovation work for capital facilities or improvement projects needed by all County departments and agencies. The Purchasing process is a collaborative effort between Purchasing and County departments; and,~~

~~**WHEREAS**, for each type of procurement, Purchasing Agent shall be responsible for ensuring compliance with the Purchasing policy and procedures on the part of the County departments. Purchasing Agent shall be responsible for all the administrative aspects of each procurement; and,~~

~~**WHEREAS**, a Responsible Contractor Policy is a method for awarding contracts based on the best value. Under responsible contractor policies, bidders submit information on various "responsibility criteria." Appendix A of the Responsible Contractor Policy applies to construction projects between \$50,000 and up to \$1,000,000 and Appendix B applies to construction projects of \$1,000,000 or more, however other types of purchases could be included in the future; and,~~

~~**WHEREAS**, the intent of this policy is to make information available to those responsible for purchasing decisions about the relative responsibility of those looking to do business within the County. This information is intended to ensure that all work is performed by firms who are able to successfully complete County projects in a safe, timely, reliable, high quality, and cost-effective manner; and,~~



~~WHEREAS~~, this policy also defines the process for collecting this information, asking bidders to respond to a series of questions about their work practices, workforce, training and certification, relevant experience, financial capacity, organization history and safety. Answers to these questions would not exclude any respondent from the bid process and ultimate award. Responses would be available and reviewed by Purchasing Agent. The Responsible Contractor Policy is not meant to be burdensome to the process, but rather provide additional information for consideration. The Policy is not meant to exclude smaller businesses from applying and will not alter nor replace the scoring and review process currently in place for RFP's; and,

~~WHEREAS~~, a construction project means a project consisting of the construction of new buildings, additions to existing buildings, and/or rehabilitation of existing buildings (other than normal refurbishing); and,

~~WHEREAS~~, this policy would cover work carried out in connection with the construction, alteration, conversion, fitting out, commissioning, renovation, repair, maintenance, refurbishment, demolition, decommissioning or dismantling of a structure. This also includes any or all necessary materials, labor, and equipment, needed to complete the project if such are contracted for separately. All such construction projects would be subject to the established County Purchasing process; and,

~~WHEREAS~~, Responsible Contractor Policies are not necessarily the same as "lowest responsible bidder" policies. Responsible contracting policies, or "best value" policies, seek the lowest and *most responsible* bid, while lowest responsible contractor polices seek the lowest bidder who is *minimally* qualified; and,

~~WHEREAS~~, this matter has been reviewed by Civil Counsel and the County Controller's Office.

~~NOW, THEREFORE, BE IT RESOLVED~~ that the Saginaw County Board of Commissioners approves the Responsible Contractor Policy for Saginaw County, which is attached to this Resolution.

Yeas: Stack, Matthews, Hadsall, Krafft, O'Neal, Ruth and Webster — 7 —

Nays: Dwan, Kilpatrick, Theisen and Harris — 4

Absent: — 0

Total: — 11

STATE OF MICHIGAN —————)
—————)ss
COUNTY OF SAGINAW —————)

I, the undersigned, the duly qualified and acting Clerk of the County of Saginaw, State of Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a regular meeting of the Board of Commissioners of said County, held on the 15th day of December, 2020, the original of which is on file in the Board Office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 15th day of December.



Michael J. Hanley, County Clerk
County of Saginaw

PROCLAMATIONS

None

APPOINTMENTS

Chairman Webster made the following appointments/re-appointments:

- Appointed Laureen Lutenski, Rachel Van Slembrouck, and Tom McIntyre to the **Animal Control Advisory Council** for a term that expires December 31, 2023
- Appointed James Totten and Tom Miller Sr. to the **Brownfield Redevelopment Authority** for terms that expire December 31, 2023
- Appointed Robert Belleman to the **Building Authority** for a term that expires August 1, 2026
- Appointed Beth Bernthal to the **Economic Development Corporation** for a term that expires April 1, 2026
- Appointed Kevin Krupp (Township) with a term to expire January 1, 2022, and David Ortega (City) and Tom Beagle (At Large) to the **Environmental Health Code Board of Appeals** with terms that expire January 1, 2023
- Appointed Jeanine Collison to the **Library Board** with a term to expire May 31, 2025
- Appointed Sidney Childs to the **Mosquito Abatement Commission** for a term that expires January 1, 2024
- Appointed Calvin Williams, Delena Spates-Allen, G. Thomas Kerr and Rudy Patterson to the **Planning Commission** for terms that expire December 31, 2023
- Appointed Katharine Tessin (Solid Waste Authority), Phil Karwat (City Government) and Tom McIntyre (General Public) to the **Solid Waste Management Planning Committee** for terms that expire December 31, 2023
- Appointed Al Kaufman and Jeff Turner to the **Tri-City Area Joint Zoning Board** for terms that expire December 31, 2022

ELECTIONS

Ruth moved, seconded by Matthews, to elect the following members to the Board of Health. Motion carried by the following vote:

Yes: Stack, Kilpatrick, Matthews, Theisen, Harris, Hadsall, Krafft, O'Neal, Ruth, Dwan, Webster – 11

No: - 0

- ✓ Elected Avaretta Lewis (Reappointment), Barb Kemp-Lauria (Reappointment), Samuel Shaheen, M.D. – Executive Director, CMU Health and Renee Johnston – CEO, **Saginaw Community Foundation** to 3-year terms that expire December 31, 2023
- ✓ Elected Stephanie Duggan, M.D. – CEO, **Ascension St. Mary's**, to a 1-year term to expire December 31, 2021
- ✓ Elected Michael Sullivan, M.D. – Chief Medical Officer, **Covenant Healthcare**, and Cheryl Hadsall to 2-year terms that expire December 31, 2022



Krafft moved, seconded by Matthews, to elect the following members to the HealthSource Saginaw, Inc. Board. Motion carried by the following vote:

**Yes: Kilpatrick, Matthews, Theisen, Harris, Hadsall, Krafft, O’Neal, Ruth, Dwan, Stack, Webster – 11
No: - 0**

- ✓ Elected Jamie Forbes and Kathleen McGraw to 3-year terms that expire December 31, 2023

Theisen moved, seconded by Matthews, to elect the following members to the Land Bank Authority. Motion carried by the following vote:

**Yes: Matthews, Theisen, Harris, Hadsall, Krafft, O’Neal, Ruth, Dwan, Stack, Kilpatrick, Webster – 11
No: - 0**

- Elected Dennis Browning and David Adams to 4-year terms that expire December 31, 2024

Ruth moved, seconded by Dwan, to elect the following members to the Parks & Recreation Commission. Motion carried by the following vote:

**Yes: Theisen, Harris, Hadsall, Krafft, O’Neal, Ruth, Dwan, Stack, Kilpatrick, Matthews, Webster – 11
No: - 0**

- Elected Ruth Averill and Amy David-Comstock to 3-year terms that expire January 1, 2024

Stack moved, seconded by Dwan, to elect the following members to the Saginaw County Road Commission. Motion carried by the following vote:

**Yes: Theisen, Harris, Hadsall, Krafft, O’Neal, Ruth, Dwan, Stack, Kilpatrick, Matthews, Webster – 11
No: - 0**

- Elected Richard Crannell and Deb Kestner to 6-year terms that expire December 31, 2026

ANNOUNCEMENTS BY THE CHAIR / COMMISSIONER AUDIENCES

- Commissioner Hadsall presented a Certificate of Recognition and a WAVE Award to Commissioner *Chuck Stack* for his service as a County Commissioner from 2013 to 2020
- Chairman Webster presented a Certificate of Recognition and a WAVE Award to Commissioner *Amos O’Neal* for his service as a County Commissioner from 2017 to 2020
- Commissioner Krafft presented a Certificate of Recognition and a WAVE Award to Commissioner *Kirk Kilpatrick* for his service as a County Commissioner from 2011 to 2020
- Chairman Webster presented a Certificate of Recognition and a WAVE Award to Commissioner *Cheryl Hadsall* for her service as a County Commissioner from 2002 to 2020

By Commissioner Hadsall, seconded by Commissioner Harris: That the Board adjourn. Carried. Thereupon, the Board adjourned at 6:56 p.m.

Respectfully Submitted,

SAGINAW COUNTY BOARD OF COMMISSIONERS

MICHAEL A. WEBSTER, CHAIRMAN

MICHAEL J. HANLEY, CLERK

Prepared by: Suzy Koeplinger, Deputy County Clerk