

# WAYS AND MEANS COMMITTEE

## AGENDA

TUESDAY, JULY 1, 2014

**4:00 P.M.**

### COMMISSION CHAMBERS, FOURTH FLOOR, BAY COUNTY BUILDING

PAGE NO.

- I CALL TO ORDER
- II ROLL CALL
- 1- 4 III MINUTES (6/3/14)
- IV PUBLIC INPUT
- V PETITIONS AND COMMUNICATIONS
- 5- 6 A. Bay County Historical Society - Historical Preservation Millage Ballot Proposal (**Seeking Board approval of proposed ballot question - proposed resolution attached**)
- 7- 8 B. Region VII Area Agency on Aging - Annual Implementation Plan for FY2015 (**Seeking approval of Plan which was provided by separate e-mail; proposed resolution attached**)
- 9-10 C. Director of Personnel, Employee Relations and Corporation Counsel - Health Department Vacancies - WIC Program (**Seeking approval to post/fill clerical positions (2); proposed resolution attached**)
- 11-18 D. Director of Environmental Affairs/Community Development - Additional Funding for Treatment of Phragmites along Saginaw Bay Shoreline (**Seeking acceptance of additional \$10,000 of U.S. Fish and Wildlife Grant Funding (in-kind match) and Modification of Original Cooperative Agreement; authorization for Board Chair to sign Modification; approval of required budget adjustments**)
- 19-20 E. Director of Division on Aging - Senior Community Service Employment Program Worksite Agreement (Title V) (**Seeking approval of agreement; authorization for Board Chair to sign; approval of required budget adjustments - proposed resolution attached**)
- 21-25 F. Director of Recreation and Facilities - Recreation User Fees (**Seeking approval of additions, deletions and updates to fee schedule - proposed resolution attached**)
- 26-30 G. Director of Administrative Services & Director of Recreation and Facilities - RAP Grant Application (**Seeking authorization to make application for RAP Grant through MMRMA for improved security at Fairgrounds complex; approval of Agreement w/RTH Communications for camera security system; approval of Fund Balance appropriation of \$5,487.08 for grant match; authorization for Board Chair to sign grant related documents and agreement; approval of required budget adjustments - proposed resolution attached**)

H. Finance Officer

- 31-33 1. Budget Adjustment (**Seeking Board approval of budget adjustment resolution**)
- 34-36 2. New Server Purchase/Project (**Seeking approval of purchase of new server; approval of agreement for Electronic Contact Management System; authorization for Board Chair to sign required documents; approval of required budget adjustments - proposed resolution attached**)(IT Division)
- 37-39 3. Non-Hazardous Waste Contract (**Seeking termination of contract with Waste Management; approval of contract with Hospital Network Healthcare Services; authorization for Board Chair to sign required documents; approval of required budget adjustments - proposed resolution attached**)(Purchasing Division)
- 40-45 4. Amendment to Resolution 2001-242 - VEBA (**Seeking amendment to res. no. 2001-242 establishing VEBA changing funding level from 125% to 115% - proposed resolution attached**)(Retirement Division)
- 46 5. Analysis of General Fund Unreserved/Undesignated Fund Balance 2014 (**Receive**)
- 47 6. Executive Directive 2007-11 (**Receive**)

VI REFERRALS

VII UNFINISHED BUSINESS

VIII NEW BUSINESS

IX CLOSED SESSION (when requested)

X MISCELLANEOUS

XI ANNOUNCEMENTS

XII ADJOURNMENT

**PLEASE NOTE: THE COMMITTEE CHAIR HAS REQUESTED THAT ANY ELECTED OFFICIAL, DEPARTMENT/DIVISION HEAD PLACING AN ITEM ON THE WAYS AND MEANS COMMITTEE AGENDA BE PRESENT OR HAVE A REPRESENTATIVE PRESENT TO SPEAK TO THEIR REQUEST AND/OR ANSWER ANY QUESTIONS POSED BY COMMITTEE MEMBERS.**

**WAYS AND MEANS COMMITTEE  
MINUTES**

MEETING OF THE BAY COUNTY WAYS AND MEANS COMMITTEE HELD ON TUESDAY, JUNE 3, 2014, FOURTH FLOOR, BAY COUNTY BUILDING.

CALL TO ORDER BY CHAIR COONAN AT 4:00 P.M.

**ROLL CALL:**

**MOTION NO.**

COMMISSIONERS PRESENT:		1	2	3	4	5	6	7	8	9	10	11	12
KIM J. COONAN, CHRMN	P	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
DONALD J. TILLEY, V. CHRMN	P	Y	M/Y	Y	Y	S/Y	M/Y	M/Y	S/Y	M/Y	M/Y	M/Y	M/Y
BRANDON KRAUSE	P	Y	Y	M/Y	Y	Y	Y	Y	M/Y	Y	S/Y	Y	Y
VAUGHN J. BEGICK	P	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
THOMAS M. HEREK	P	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
MICHAEL E. LUTZ	P	M/Y	Y	S/Y	S/Y	Y	Y	S/Y	Y	S/Y	Y	Y	Y
ERNIE KRYGIER, EX OFFICIO	P	S/Y	S/Y	Y	M/Y	M/Y	S/Y	Y	Y	Y	Y	S/Y	S/Y

**MOTION NO.**

COMMISSIONERS PRESENT:		13	14	15	16	17	18	19	20	21	22	23	24
KIM J. COONAN, CHRMN		Y	Y	Y	Y								
DONALD J. TILLEY, V. CHRMN		Y	Y	M/Y	Y								
BRANDON KRAUSE		Y	M/Y	S/Y	S/Y								
VAUGHN J. BEGICK		Y	Y	Y	Y								
THOMAS M. HEREK		S/Y	Y	Y	Y								
MICHAEL E. LUTZ		Y	S/Y	Y	Y								
ERNIE KRYGIER, EX OFFICIO		M/Y	Y	Y	M/Y								

**MOTION NO.**

COMMISSIONERS PRESENT:		25	26	27	28	29	30	31	32	33	34	35	36
KIM J. COONAN, CHRMN													
DONALD J. TILLEY, V. CHRMN													
BRANDON KRAUSE													
VAUGHN J. BEGICK													
THOMAS M. HEREK													
ERNIE KRYGIER, EX OFFICIO													

OTHERS PRESENT: C.GIGNAC, S.WALRAVEN, A.JOHNSON, C.HEBERT, T.QUINN, K.PRIESSNITZ, T.ROEHR, J.STRASZ, L.OGAR, D.ENGELHARDT, F.MOORE, D.RUSSELL, S.EASTER, BAY 3 TV, R.REDMOND, D.BERGER

M-MOVED; S-SUPPORTED; Y-YEA; N-NAY; ABS.-ABSTAIN; E-EXCUSED; A-ABSENT; W-WITHDRAWN

- / -

**WAYS AND MEANS COMMITTEE  
MINUTES  
TUESDAY, JUNE 3, 2014  
PAGE 2**

**MOTION NO.**

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**NOTE:** In addition to these typed minutes, this Committee meeting was also video taped by Bay 3 TV and those tapes are available for review in the Executive's Office or can be viewed on Bay County's website [www.baycountymi.gov/executive/videos](http://www.baycountymi.gov/executive/videos).

- 1           **MOVED, SUPPORTED AND CARRIED TO APPROVE THE MINUTES OF THE MAY 14, 2014 WAYS AND MEANS COMMITTEE MEETING AS PRINTED.**

Public input was called with no one expressing a desire to address the Committee.

The first item on the agenda was renewal of the township road patrol contract. Sheriff Miller requested that the resolution include all of the contracts not just the pooled contract. It was

- 2           **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF A RESOLUTION AUTHORIZING RENEWAL OF THE ROAD PATROL AGREEMENTS W/LOCAL UNITS OF GOVERNMENT/AGENCIES (SHERIFF DEPT.).**
- 3           **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL TO FILL VACANCIES IN THE REGISTER OF DEEDS' OFFICE, THE FINANCE DEPARTMENT AND RETIREMENT DIVISION (PERSONNEL DEPT.).**

Next on the agenda was the issue of the solid waste transfer facility in Northern Bay County. Laura Ogar, Director of Environmental Affairs, explained the proposal and the benefit of the transfer facility which will be taking construction and demolition materials, debris. Board Chair Krygier questioned if the roads are able to handle the traffic and the response was affirmative. Ms. Ogar also noted that DEQ permits to construct and operate are required. It was questioned if local residents have been notified and Ms. Ogar responded that this is part of the process. Commissioner Lutz questioned from how far waste will be allowed and Ms. Ogar responded that reciprocity is allowed. Commissioner Begick questioned if there are any facilities close by and Ms. Ogar responded that there are not, there was one in St. Louis but was sold. Commissioner Krause questioned if the operator is the owner of the property and the response was affirmative, he will be responsible for the property. It was

**WAYS AND MEANS COMMITTEE**

**MINUTES**

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**MOTION NO.**

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4           **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROCESS TO APPROVE THE PROPOSED AMENDMENT TO THE BAY COUNTY SOLID WASTE MANAGEMENT PLAN TO INCLUDE APPOINTMENT OF A SOLID WASTE MANAGEMENT PLANNING COMMITTEE (ENVIRONMENTAL AFFAIRS).**

5           **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF A CONTRACT W/SPICER GROUP FOR CONSULTING SERVICES FOR ON-GOING PROJECTS, I.E. BAY CITY STATE RECREATION AREA BOARDWALK AND LAKESHORE CONNECTIVITY PLAN (ENVIRONMENTAL AFFAIRS).**

6           **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE BAY COUNTY TRANSPORTATION MASTER AGREEMENT AND MEMORANDUM OF UNDERSTANDING BETWEEN MDOT AND BCATS AND MEMORANDUM OF UNDERSTANDING BETWEEN BCATS AND BAY METROPOLITAN TRANSIT AUTHORITY (ENVIRONMENTAL AFFAIRS - BCATS).**

At this time Committee Chair Coonan acknowledged Dave Engelhardt's 23 years of service to Bay County and spoke to the excellent job he did and the "many hats" he wore over his time with Bay County. He wished him well in his retirement.

7           **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE MEMORANDUM OF AGREEMENT FOR THE MEDICARE MEDICAID ASSISTANCE PROGRAM (DIVISION ON AGING).**

8           **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE LETTER OF INTENT TO REGION VII AREA AGENCY ON AGING FOR FY2014-2015 FUNDING (DIVISION ON AGING).**

9           **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE FIRST AMENDMENT TO THE MDEQ AGREEMENT FOR BEACH MONITORING (HEALTH DEPARTMENT).**

10          **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF AMENDMENT TO COMPREHENSIVE PLANNING BUDGETING AGREEMENT (HEALTH DEPARTMENT).**

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**MOTION NO.**

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- 11        **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE CENTERS FOR DISEASE CONTROL AND PREVENTION FOR THE PARTNERSHIPS TO IMPROVE COMMUNITY HEALTH GRANT (HEALTH DEPARTMENT).**
- 12        **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE SUBMITTED BUDGET ADJUSTMENTS (FINANCE DEPT.).**
- 13        **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE REVISED 2015 BUDGET CALENDAR/SCHEDULE (FINANCE DEPT.).**
- 14        **MOVED, SUPPORTED AND CARRIED TO RECEIVE ANALYSIS OF GENERAL FUND UNRESERVED/UNDESIGNATED FUND BALANCE (FINANCE DEPT.).**
- 15        **MOVED, SUPPORTED AND CARRIED TO RECEIVE EXECUTIVE DIRECTIVE 2007-11 (FINANCE DEPT.).**

Laura Ogar indicated that a clean-up of the beach at Bay City State Recreational Facility is scheduled for Saturday. This is in advance of the upcoming Beach Wellness event. Board Chair Krygier reminded that it is still possible to sign up for the Beach Wellness walk/run events as well as beach volleyball. Commissioner Begick advised that MAC's regional meeting will be held next week at City Hall in Midland and there is still time to register.

- 16        **MOVED, SUPPORTED AND CARRIED TO ADJOURN (4:33 P.M.).**

**Submitted by:**

*Deanne Berger*

**Deanne Berger  
Board Coordinator**

HISTORICAL SOCIETY

June 25, 2014

Mr. Kim Coonan  
Ways and Means Committee Chairman  
Bay County Board of Commissioners  
515 Center Avenue, Suite 405  
Bay City, Michigan 48708

Re: Language for Historical Preservation Millage Ballot Proposal

Dear Mr. Coonan:

Pursuant to Resolution No. 2014-47, the Board of Commissioners approved the placement of a ballot question to be submitted to the electors of Bay County on November 4, 2014 for the purpose of renewing the property tax limitation by .1 of a mill for historic preservation work within Bay County, subject to submission of proposed ballot language. Corporation Counsel and the Equalization Department have had an opportunity to confer on the ballot language and the Historical Society requests that the following ballot language be approved in order to be certified for the November 4, 2014 Ballot.

HISTORICAL PRESERVATION MILLAGE RENEWAL PROPOSAL

This Proposal will permit Bay County to renew the previous levy of .1 mills for historical preservation services through the Bay County Historical Society or other entity.

"Shall the expired previous voted increase on the tax limitation imposed under Article IX, Sec. 6 of the Michigan Constitution in Bay County of .1 mills (10 cents per \$1,000 of taxable value), previously approved by the voters and reduced to .0952 mills (9.52 cents per \$1,000 of taxable value) by the required millage rollbacks, be renewed at .0952 mills (\$9.52 cents per \$1,000 of taxable value) and levied for 20 years, December 2014 through December 2033 (inclusive), to be used to preserve Bay County's unique history, educate citizens, conduct projects and operate and maintain a museum, raising an estimated \$285,394.81 in the first year the millage is levied?"

Yes  
 No

Sincerely,



Ron Bloomfield  
Director of Operations and Chief Historian

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**BAY COUNTY BOARD OF COMMISSIONERS**

**7/8/2014**

**RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (7/1/14)

RESOLVED That the following ballot question be submitted to the electors of this County on November 4, 2014, for the purpose of renewing the property tax limitation by .1 of a mill for historic preservation work within Bay County; And Be It Further

RESOLVED That the question to be submitted to said electors at said election shall be in the following form:

**HISTORICAL PRESERVATION MILLAGE PROPOSAL**

**This proposal will permit Bay County to renew the previous levy of .1mills for historical preservation services through the Bay County Historical Society or other entity.**

**"Shall the expired previous voted increase on the tax limitation imposed under Article IX, Sec. 6 of the Michigan Constitution in Bay County of .1 mills (10 cents per \$1,000 of taxable value), previously approved by the voters and reduced to .0952 mills (9.52 cents per \$1,000 of taxable value) by the required millage rollbacks, be renewed at .0952 mills (\$9.52 cents per \$1,000 of taxable value) and levied for 20 years, December 2014 through December 2033 (inclusive), to be used to preserve Bay County's unique history, educate citizens, conduct projects and operate and maintain a museum, raising an estimated \$285,394.81 in the first year the millage is levied?"**

**[ ] Yes**  
**[ ] No**

RESOLVED That the Agreement between Bay County and the Bay County Historical Society, to include the addendum for historic documents being held in trust for the County of Bay, is approved and the Chairman of the Board authorized to execute said Agreement and addendum on behalf of Bay County following legal review/approval.

KIM COONAN, CHAIR  
AND COMMITTEE

Historical Society - Millage Renewal Ballot Question  
MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:  
ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_  
VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_



# REGION VII AREA AGENCY ON AGING

YVONNE CORBAT, CHAIR

ANDREW ORVOSH, EXECUTIVE DIRECTOR

June 17, 2014

Ernie Krygier, Chair  
Bay County Board of Commissioners  
Bay County Building  
515 Center Avenue, Suite 405  
Bay City, MI 48708-5125

Dear Chair Krygier:

Enclosed for review and adoption by your County Board of Commissioners is a copy of Region VII Area Agency on Aging's proposed Annual Implementation Plan for FY 2015. After review, you are respectfully requested to forward a letter of support or resolution for the Plan to Region VII Area Agency on Aging.

Region VII Area Agency on Aging is requesting this response by 5 p.m. on August 1, 2014. If a response is not received by this date, we will consider the Plan to be passively approved by your Board.

Region VII area Agency on Aging's Program Development/Grant Manager is available to provide an overview of the Annual Implementation Plan and how the funds benefit older adults within the planning and service area.

This plan is also available for review online at: [www.region7aaa.org](http://www.region7aaa.org).

Sincerely,

Andrew J. Orvosh  
Executive Director

AO/aj

Enclosure

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MEMBER COUNTIES: BAY ■ CLARE ■ GLADWIN ■ GRATTIOT ■ HURON ■ ISABELLA ■ MIDLAND ■ SAGINAW ■ SANILAC ■ TUSCOLA

**BAY COUNTY BOARD OF COMMISSIONERS**

**7/8/2014**

**RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (7/1/14)

WHEREAS, Region VII, Area Agency on Aging, has submitted its proposed Annual Implementation Plan for FY2015 which outlines how funds benefit older adults within the planning and service area said plan on file in the Board of Commissioners' Office; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners hereby approves the Region VII Area Agency on Aging Annual Implementation Plan for FY2015.

KIM COONAN, CHAIR  
AND COMMITTEE

Region VII AAA Annual Implementation Plan for FY2015

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

**VOTE TOTALS:**

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_



**BAY COUNTY  
PERSONNEL DEPARTMENT**

**Thomas L. Hickner  
County Executive**

**Tim Quinn, Director**  
[quinn1@baycounty.net](mailto:quinn1@baycounty.net)  
(989) 895-4098 (T)  
(989) 895-2076 (F)

**Tiffany Jerry, Payroll/Benefits Super.**  
[jerryt@baycounty.net](mailto:jerryt@baycounty.net)  
(989) 895-4032 (T)  
(989) 895-2076 (F)

**Jeanie Deckert, Wellness Coordinator**  
[deckertj@baycounty.net](mailto:deckertj@baycounty.net)  
(989) 895-4087 (T)  
(989) 895-2076 (F)

**Becky Smutek, Payroll Clerk**  
[smutekb@baycounty.net](mailto:smutekb@baycounty.net)  
(989) 895-4044 (T)  
(989) 895-2076 (F)

June 25, 2014

To: Kim Coonan, Chair, Ways and Means Committee  
Ernie Krygier, Chair, Board of Commissioners  
Michael Lutz, Chair, Personnel and Human Services Committee

From: Tim Quinn, Director of Personnel, Employee Relations and Corporation Counsel 

Re: Request to place two personnel items on Ways and Means agenda

**Request**

Approve the replacement of two WIC clerks.

**Background**

Joel Strasz has asked that the request for two openings be placed on the Ways and Means agenda because both are WIC Clerks and the office is a very busy one. One vacancy is permanent, caused by a transfer of the employee to the Register of Deeds and the other is likely to become permanent because of an extended sick leave. This second position will be considered as a temporary one until and if the employee does not return to work within 52 weeks of absence. If the employee does terminate employment at that time, the opening will be considered permanent and the replacement will be a seniority employee in that position. If the employee on sick leave returns to work within the period, the employee who filled the position will be reduced back to former classification or laid off, as appropriate.

The WIC program has a total of four clerks and only having two will greatly hamper the WIC program.

**Finances**

These are two budgeted positions and finances are available without a budget adjustment

**Recommendation**

Move this request to the Board of Commissioners' meeting.

**BAY COUNTY BOARD OF COMMISSIONERS**

**7/8/14**

**RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (7/1/14)

RESOLVED By the Bay County Board of Commissioners that concurrence is given to post/advertise/fill the following full time/part time/temporary/seasonal or co-op positions/vacancies/new positions, monies for said positions to come from the respective departmental budgets:

- 1. Health Department - WIC Program - Typist Clerks (2)

RESOLVED That budget adjustments, if required, are approved; Be It Further

RESOLVED That it is clearly understood that any positions funded through a grant shall be terminated or hours reduced if grant funding is terminated or reduced.

KIM COONAN, CHAIR  
AND COMMITTEE

Vacancies: Health Department

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM.

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:  
ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_  
VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_

**BAY COUNTY DEPARTMENT OF  
ENVIRONMENTAL AFFAIRS  
& COMMUNITY DEVELOPMENT**

515 Center Avenue, Suite 501  
Bay City, Michigan 48708

Phone 989-895-4135  
Fax 989-895-4068  
TDD 989-895-4049  
<http://www.baycounty-mi.gov>



**TOM HICKNER**  
County Executive

**LAURA OGAR, DIRECTOR**  
ogarl@baycounty.net

Community Initiatives  
Geographic Information Systems  
Gypsy Moth Suppression Program  
Mosquito Control  
Transportation Planning

## **M E M O R A N D U M**

**DATE:** June 25, 2014

**TO:** Commissioner Kim Coonan, Chair  
Ways & Means Committee

**FROM:** Laura Ogar, Director  
Environmental Affairs & Community Development

**RE:** **Approval to Accept Additional \$10,000.00 of U.S. Fish and Wildlife Grant Funding (In-Kind Match) and the Modification of the Original Cooperative Agreement for the Treatment of Phragmites along the Saginaw Bay Shoreline.**

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**Background:**

The Saginaw Bay shoreline has dense growth areas of *Phragmites*, a non-native invasive plant that destroys nearshore habitat and blocks physical and visual access to the water. The Department of Environmental Affairs and Community Development has secured grant funding over the past several years from the U.S. Fish and Wildlife Service to treat phragmites along the shoreline of the Saginaw Bay.

The U.S. Fish & Wildlife Service (USF&W) has just offered to add additional funding to the original Cooperative Agreement with Bay County – with the match continuing to come from the maintenance agreements with landowners of treated properties. USF&W has offered to add additional Great Lakes Restoration Initiative (GLRI) funding of \$10,000 with the in-kind match of \$10,000 from Bay County grant administration and landowner agreements. The Scope of Work will be expanded to include treatment of an additional 20-30 acres of invasive species on private lands and initiate a monitoring phase of the original project. USF&W has allocated \$3,000 of the \$10,000 to go to Bay County to cover the monitoring and administration costs.

“Accountability, monitoring, evaluation, communication and partnerships” are one of five GLRI priorities and will be added to the Scope of Work. Bay County will initiate a monitoring program for past treatment sites, the results will be evaluated and Adaptive Management will be applied, where necessary, to ensure the efficacy of the treatment areas. All other terms and conditions remain unchanged.

**Finance & Economics:**

No general funds will be used or obligated. An in-kind match of \$10,000.00 will be provided by the Bay County Environmental Affairs & Community Development Department through time spent on grant administration, monitoring of treated sites, and landowner maintenance agreements. Monitoring will be added to the Scope of Work for this project.

**Recommendation:**

The Director of the Environmental Affairs and Community Development Department requests authorization for the modification of the original Cooperative Agreement (#F13AC00389) with the U.S. Fish & Wildlife Service for phragmites treatment and control along the Saginaw Bay. Upon favorable review of Corporation Council, the Board Chair be authorized to sign any documentation related to such and all budget adjustments necessary.

cc: Tom Hickner  
Marty Fitzhugh  
Bob Redmond

Crystal Hebert  
Deanne Berger

-11-



U. S. Fish and Wildlife Service  
5600 American Blvd. West, Suite 990  
Bloomington, MN 55437-1458



In Reply Refer To:  
WSFR/AIM/FAPO

July 1, 2013

Laura Ogar  
Environmental Affairs and Community Development  
County of Bay  
515 Center Ave.  
Bay City, MI 48708

RECEIVED  
JUL 12 2013  
BAY COUNTY  
ENVIRONMENTAL AFFAIRS

Subject: Notice of Cooperative Agreement Award F13AC00389

Dear Ms. Ogar,

Your organization's application for Federal financial assistance titled "Saginaw Bay Shoreline Phragmites Management" submitted to the U.S. Fish and Wildlife Service's (USFWS) CFDA Program 15.662 is approved. This award has been assigned USFWS document number F13AC00389. Funds under this cooperative agreement awards are to be used to:

Treat approximately 71 acres of *Phragmites australis* by herbicide treatment for two years.

USFWS staff will: (A) participate and collaborate jointly with the recipient partner, volunteer, scientist, technician or other personnel, in carrying out the scope of work, training recipient personnel, or detailing Federal personnel to work on the project effort; (B) review and approve proposed modifications or sub-grants, prior to award; (C) direct or redirect the work because of interrelationships with other projects; (D) has power to immediately halt an activity if detailed performance specifications are not met; and (E) limit recipient discretion with respect to scope of work, organizational structure, staffing, mode of operations and other management processes, coupled with close monitoring or operational involvement during performance under the award

The performance and budget period of this award is June 1, 2013 through December 30, 2015. To the greatest extent possible, the Recipient must commence work within 60 days of the effective date of the award and in any event shall proceed with due diligence once started.

Your organization's CCR registration is set to expire on May 8, 2014. Under the terms and conditions of this award, your organization is required to maintain an active CCR registration throughout the entire approved award period.

This award is funded as follows:

This obligation:	<u>USFWS</u> \$10,000.00	<u>Matching</u> \$10,000.00
Award Total:	<hr/> \$10,000.00	<hr/> \$10,000.00

Your organization is authorized to be reimbursed for all direct and indirect pre-award expenses incurred 90 calendar days prior to the start date of this award and necessary to comply with the proposed project schedule/period of performance. Pre-award expenses are allowable only to the extent that they are authorized by the approved SF-424, scope of work, and project budget hereby incorporated by reference under this award.

The Federal share of the total project expenditures cannot exceed 50 percent. Recipient is eligible to request Federal obligated funds up to but not in excess of an amount equal to 50 percent of the total project expenditures.

**Terms of Acceptance:**

Acceptance of a Federal Financial Assistance award from the Department of the Interior (DOI) carries with it the responsibility to be aware of and comply with the terms and conditions of award per

[http://www.doi.gov/pam/programs/financial\\_assistance/TermsandConditions.cfm](http://www.doi.gov/pam/programs/financial_assistance/TermsandConditions.cfm). Acceptance is defined as the start of work, drawing down funds, or accepting the award via electronic means. Awards are based on the application submitted to and approved by the USFWS. Awards are subject to the terms and conditions incorporated either directly or by reference in the following:

- Program legislation, regulation, and provisions.
- Code of Federal Regulations/Regulatory Requirements:
  - 2 CFR Part 25, Central Contractor Registration (CCR) and Data Universal Numbering System (DUNS)

Recipients must maintain the currency of their information in the CCR until they submit the final financial report required under this award or receive the final payment, whichever is later. This requires that recipients review and update their CCR information at least annually after the initial registration, and more frequently if required by changes in information or another award term.

Recipients authorized to make sub-awards under this award must notify potential sub-recipients that they may not receive a sub-award from you unless they provide their Data Universal Numbering System (DUNS) number to you. A DUNS number is a number established and assigned by Dun and Bradstreet, Inc. (D&B) to uniquely identify business entities. A DUNS number may be obtained from D&B by telephone (currently 866-705-5711) or the Internet (currently at <http://fedgov.dnb.com/webform>). This

requirement applies to all sub-recipients except individuals who apply for or receive a sub-award as a natural person (i.e., unrelated to any business or nonprofit organization he or she may own or operate in his or her name). Refer to Appendix A to Part 25 for the complete award term.

- o 2 CFR Part 1400, Government-wide Debarment and Suspension (Non-procurement)
- o 2 CFR Part 1401, Requirements for Drug-Free Workplace (Financial Assistance)
- o 2 CFR Part 175, Trafficking Victims Protection Act of 2000
- o 43 CFR 12(A), Administrative and Audit Requirements and Cost Principles for Assistance Programs
- o 43 CFR 12(C), Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Government
- o 43 CFR 18, New Restrictions on Lobbying
- o 305 DM 3, Integrity of Scientific and Scholarly Activities and 217 FW 7, Scientific Integrity and Scholarly Conduct. Grant and cooperative agreement recipients must ensure quality project results. Results must consist of unbiased assessments through proper management and enforcement of scientific integrity standards, which includes avoiding conflicts of interest as defined in USFWS policy 212 FW 7 (complete text available at <http://www.fws.gov/policy/212fw7.html>).

**Special Conditions and Provisions:**

Recipients of Federal grants and cooperative agreements are responsible for ensuring that all project activities comply with the requirements of the National Environmental Policy Act (NEPA), Section 7 of Endangered Species Act (ESA), and Section 106 of the National Historic Preservation Act (NHPA).

Recipient shall not publicize or otherwise circulate promotional material (such as advertisements, sales brochures, press releases, speeches, still and motion pictures, articles, manuscripts or other publications) which states or implies governmental, Departmental, bureau, or government employee endorsement of a product, service, or position that the recipient represents. No release of information relating to this award may state or imply that the Government approves of the recipient's work products, or considers the recipient's work product to be superior to other products or services. All information submitted for publication or public releases of information regarding this project shall carry the following disclaimer: "The views and conclusions contained in this document are those of the authors and should not be interpreted as representing the opinions or policies of the U.S. Government.

Mention of trade names or commercial products does not constitute their endorsement by the U.S. Government.” Recipient must obtain prior Government approval for any public information releases concerning this award which refer to the Department of the Interior or any bureau or employee (by name or title). The specific text, layout photographs, etc. of the proposed release must be submitted with the request for approval. Recipient must include this provision in subawards made under this award to any recipient other than a State, local, or Federally-recognized Indian tribal government.

**Payments:**

Recipients are responsible for following the basic payment standard and methods detailed in 43 CFR Part 12, Subpart C (for state, local and Tribal governments) and 43 CFR Part 12, Subpart F (all other recipients).

Your organization has completed enrollment in U.S. Treasury’s Automated Standard Application for Payment (ASAP) system. When requesting payment in ASAP, your Payment Requestor will be required to enter an Account ID. The Award Number assigned to this award is the partial Account ID in ASAP. When entering the Account ID in ASAP, the Payment Requestor should enter the Award Number identified in the subject line on this Notice of Award followed by a percent sign (%). When requesting payment. Refer to the ASAP.gov Help menu for detailed instructions on requesting payments in ASAP.

**Reporting Requirements: Refer to 516 FW 1 and 516 FW 2 to complete reporting period and due date tables.**

**Financial Reporting Requirements:**

Annual interim financial reports as well as a final financial report are required under this award. The report periods and due dates under this award are:

Report:	Report Period:	Report Due Date:
Interim financial report	July 1, 2013 – June 30, 2014	September 28, 2014
Interim financial report	July 1, 2014 – June 30, 2015	September 28, 2015
Final financial report	July 1, 2013 – Dec 31, 2015	March 31, 2016

Recipients must use the SF-425, Federal Financial Report form for all financial reporting. This form is available at [http://www.whitehouse.gov/omb/grants\\_forms/](http://www.whitehouse.gov/omb/grants_forms/).

**Performance Reporting Requirements:**

Annual reports as well as a final performance report are required under this award. The report periods and due dates under this award are:

Report:	Report Period:	Report Due Date:
Annual performance report	July 1, 2013 – June 30, 2014	September 28, 2014
Final performance report	July 1, 2013 – Dec 31, 2015	March 31, 2016

Semi-annual performance reports must contain: 1) a comparison of actual accomplishments with the goals and objectives of the award as detailed in the approved scope of work; 2) a description

-/5-

of reasons why established goals were not met, if appropriate; and 3) any other pertinent information relevant to the project results.

Additional semi-annual reporting may be required by the Service Project Officer which is input directly into the Great Lakes Restoration Initiative Accountability System (<https://restore.glnpo.net/glas> or other intranet reporting system/site as appropriate) meeting the above timeframes.

**Final Performance Report:** This report shall incorporate project outputs and summarize the nature and extent of the project, methodologies employed, significant events and experiences, and a compilation of the data collected. The final report shall also include analysis of the data as well as conclusions, and recommendations. The final report shall incorporate photo documentation of funded projects and environmental progress under the projects at appropriate phases, and appropriate illustrations, diagrams, charts, graphs, and maps to express the data and findings.

Reporting due dates may be extended by the USFWS upon receipt of a written request addressed to the USFWS Project Officer identifying the type of report to be extended, the requested revised due date, and a justification for the extension. The USFWS Project Officer may, upon receipt of a written request, approve an additional extension if justified by a catastrophe that significantly impairs the recipient's operations. Requests for reporting due date extensions must be received by the USFWS Project Officer before the original reporting due date and are only granted for up to 90 days post the original report due date and are only granted for up to 90 days post the original report due date.

All financial and performance reports must be sent to the USFWS Project Officer identified below.

**Project Revisions:**

Unless otherwise waived in this section, certain types of post-award programmatic and budget changes require the prior written approval of the USFWS. State, local, or Indian tribal governments should refer to 43 CFR 12.70 for additional information on the types of changes that require prior written approval. All other recipients should refer to 43 CFR 12.925 for additional information on the types of changes that require prior written approval.

**Project Contacts:**

The USFWS Project Officer for this award is:	The Recipient Project Officer for this award is:
Michelle Vander Haar Shiawassee NWR, 6975 Mower Rd., Saginaw, MI 48601 <a href="mailto:Michelle.Vanderhaar@fws.gov">Michelle.Vanderhaar@fws.gov</a> 989/777-5930 ext. 12	Laura Ogar Bay County Envir Affairs & Comm Dev 515 Center Ave., Ste 500, Bay City, MI 48708 <a href="mailto:ogarl@baycounty.net">ogarl@baycounty.net</a> 989/895-4196

Please contact Michelle Vander Haar with any questions. Please include the assigned USFWS award number in all written communications.

Sincerely,

Digitally signed by DENISE JEFFERSON  
DN: cn=US, o=U.S. Government, ou=Department of the Interior,  
ou=U.S. Fish and Wildlife Service, eq=DENISE JEFFERSON,  
09.2142.19260300.100.1.1=14001002191951  
Date: 2013.07.01 12:56:42 -0500

Denise Jefferson  
Grants Officer



U.S. Fish & Wildlife Service

**PARTNERS FOR FISH AND WILDLIFE  
HABITAT DEVELOPMENT AGREEMENT**

**MODIFICATION 2 to F13AC00389**

Comment [LN1]: Insert Agreement #

Between

U.S. Fish and Wildlife Service

And

BAY COUNTY, Cooperator

The Cooperator(s) and Service agree to modify the original Cooperative Agreement F13AC00389 to add \$10,000 of FWS (GLRI) funding and \$10,000 of match, and to extend the Scope of Work to include treatment of an additional 20-30 acres of invasive species on private lands and initiate a monitoring phase of the original project. "Accountability, monitoring, evaluation, communication and partnerships" are one of five GLRI priorities and will be added to the Scope of Work. The Cooperator will initiate a monitoring program for past treatment sites, the results will be evaluated and Adaptive Management will be applied, where necessary, to ensure the longevity of this project. Once established, this program will be incorporated into similar cooperative agreements in the local area. All other terms and conditions remain unchanged.

COOPERATOR(S)



U.S. FISH AND WILDLIFE SERVICE

\_\_\_\_\_  
Signature(s)

\_\_\_\_\_  
Project Manager

\_\_\_\_\_  
(Printed name)

\_\_\_\_\_  
(Printed name)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
Contracting Officer

\_\_\_\_\_  
(Printed name)

\_\_\_\_\_  
(Date)

Thomas L. Hickner  
Bay County Executive

Tammy Roehrs  
Director



Bay County Building 2nd Floor, Suite 202  
515 Center Avenue  
Bay City, MI 48708-5123  
(989) 895-4100  
Toll Free (877) 229-9960

FAX (989) 895-4094  
TDD (989) 895-4049  
Web Site: [www.baycounty-mi.gov/aging](http://www.baycounty-mi.gov/aging)  
E-mail: [divonaging@baycounty.net](mailto:divonaging@baycounty.net)

**To:** Kim Coonan, Chairman, Ways & Means Committee  
**From:** Tammy Roehrs, Division on Aging Director  
**Date:** June 17, 2014  
**CC:** Tom Hickner, Joel Strasz, Amber Johnson, Jon Morse, Cristen Gignac  
**RE:** Request Permission to renew the Senior Community Service Employment Program Worksite Agreement (Title V)

**BACKGROUND:**

Region VII Area on Aging has a grant for senior employment, known as the Senior Community Services Employment Program. The grant provides funding for part-time workers age 55+, employed by Region VII. The County of Bay has provided work settings for these individuals in a variety of Departments, including the Division on Aging, Health Department, Building and Grounds, and the Civic Arena.

**FINANCIAL IMPLICATIONS:**

There is a matching requirement of host agencies, but Region VII accepts an In-Kind match for this program.

**RECOMMENDATION:**

Upon favorable review by Corporation Counsel, the Division on Aging recommends entering into these agreements with Region VII Area Agency on Aging for fiscal year July 1, 2014 through June 30, 2015 for all of our SCSEP sites. Any agreements relating to this contract are signed by the Board Chair and seek Board approval of any budget adjustments related to this agreement.

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**BAY COUNTY BOARD OF COMMISSIONERS**

**7/8/14**

**RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (7/1/14)

WHEREAS, Region VII Area Agency on Aging has a grant for senior employment, known as the Senior Community Services Employment Program; and

WHEREAS, This grant provides funding for part-time workers age 55+, employed by Region VII; and

WHEREAS, The County of Bay has provided and wishes to continue to provide work settings for these individuals in a variety of Departments including the Bay County Division on Aging, Health Department, Civic Arena, Building and Grounds; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the Agreements with Region VII Area Agency on Aging for fiscal year July 1, 2014 through June 30, 2015 for all the SCSEP sites and authorizes the Board Chairman to sign the Title V Agreements for FY 2014-2015 on behalf of Bay County, subject to legal review/approval; Be It Further

RESOLVED That all budget adjustments related to these agreements are approved.

KIM COONAN, CHAIR  
AND COMMITTEE

DOA - Title V Agreements

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_  
VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_

**BAY COUNTY**  
**Recreation & Facilities**

**Cristen M. Gignac**  
**Director of Recreation & Facilities**  
[gignacc@baycounty.net](mailto:gignacc@baycounty.net)

515 Center Avenue  
Bay City, Michigan 48708

Phone (989) 895-4130  
Fax (989) 895-2094  
TDD (989) 895-4049  
[www.baycounty-mi.gov](http://www.baycounty-mi.gov)



**Thomas L. Hickner**  
**County Executive**

**BUILDINGS & GROUNDS**  
Jon Morse, Supervisor  
[morsej@baycounty.net](mailto:morsej@baycounty.net)

**RECREATION**  
Brent Goik, Recreation & Clubhouse Supervisor  
[goikb@baycounty.net](mailto:goikb@baycounty.net)

**To:** Kim Coonan, Chairman of Ways & Means Committee  
**From:** Cristen Gignac, Director of Recreation and Facilities  
**Date:** June 23, 2014  
**Subject:** Recreation User Fees

---

**Request:** I would like to update the following fees on the 2014 fee schedule.

**Background:** In a department-wide effort to ensure our fee schedule was accurate, it was discovered that additions, deletions, and updates to the fee schedule were necessary.

**Economics:** As the following services have been established and are currently available to our customers, they are not new fees. This is an update to the fee schedule.

- Fairgrounds – Septic Disposal - \$3.50
- Fairgrounds – Camping per night - \$15.00
- Community Center Pool – Daily Family Swim Pass (Up to 6) - \$13.00
- Civic Arena – Stick & Puck Drop-in Rate:
  - Evening - \$4.00
  - Afternoon - \$3.00
- Civic Arena – Figure Skating Drop-in Rate:
  - 1 Hr. - \$10.00
  - 1 Hr. & 20 Min - \$15.00

In order to be consistent, I would like to make the weight room fees at the Community Center and the Civic Arena read exactly the same on the fee schedule as the facility use for our customers is interchangeable. I am requesting that the weight room fee schedule for both facilities be:

- Daily Pass - \$3.00
- Monthly Pass (18 and over) - \$15.00
- Monthly Couple (Same residence) - \$25.00
- Monthly Family – (up to 4) - \$35.00

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- Monthly Team pass – \$85.00
- Yearly Pass (18 and over) - \$125.00

At the Civic Arena, the yearly calendar for hockey runs from September to August (as opposed to the calendar year). Therefore, I would like to request the following fee changes to be effective immediately (as opposed to December 2014 in the budget packet) in order for the fees to stay consistent through the whole hockey season.

- Remove the following items from the fee schedule:
  - Low volume base prime ice hourly rate
  - Summer Ice – Evenings
  - Summer Ice – Daytime
- The following fees to be changed:
  - U-8 base prime ice hourly rate:
    - Currently \$45.00 (plus \$50.00 per child over 15 children)
    - Increase to \$50.00 (plus \$50.00 per child over 15 children)
  - Dry Floor Rental
    - Currently \$1,550.00
    - Increase to \$1775.00
  - Birthday Parties
    - Currently \$8.00 (regular package) and \$10.00 (deluxe package) per child
    - Increase to \$10.00 (regular package) and \$12.00 (deluxe package) per child

To provide excellent service to the customers of Bay County, I would like to add the following fees to the fee schedule as new items and/or services to be provided to the customers.

- Fairgrounds – 1 yr. pre-pay on Horse Stall Rental - \$624.  
This fee will allow customers the opportunity to pay up-front for their horse stall. The 1 year pre-pay option will be a slight discount from the current method of paying month-to-month, which will serve the customers well. This will also be beneficial to Bay County as we will be collecting the fees before the service is utilized.
- Community Center – Add lap swim to gym membership for months pool is open - \$5.00 additional dollars per person per membership.  
Lap Swim is a great cardio exercise. This would be a beneficial addition to our current gym membership. Lap Swim is currently scheduled from 12:00 noon – 1:00pm and 5:00pm – 6:00pm on the days the pool is open to the public. This fee would be added on to the customer's monthly gym membership during the months of June, July and August. This service is voluntary for those members choosing to participate.
- Community Center Pool – Private Pool Party – \$50.00 per hour + 4.00 per Attendant  
We had a request to host private birthday parties at the pool. This cost is determined based on a minimum of 6 lifeguards per hour to be present at the party. Private birthday parties will be held when the pool is not open to the public, such as Saturday evenings after 5:00.
- Civic Arena – Cement Floor Hourly Rental Rate - \$75.00  
As you know, the Civic Arena goes down to 1 sheet of ice during the summer months. To capitalize on that space, we would like to establish an hourly rental rate for the cement floor that remains. By adding this fee, customers could rent this space hourly for activities such as dry-floor stick handling practice and things of that nature. It is currently only available to rent for

a full day.

- Pinconning Park – Two Day Off-Season Cabin rental (Nov1-April30) - \$85.00  
During the off-season, there is a demand for cabin rental in 2-day increments.

**Recommendation:** Add the proposed user fees to Bay County's fee schedule.

cc: Tom Hickner  
Crystal Hebert  
Robert Redmond  
Brent Goik  
Jon Morse

**BAY COUNTY BOARD OF COMMISSIONERS**

**7/8/2014**

**RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (7/1/14)

WHEREAS, In a department-wide effort to ensure the Recreation fee schedule was accurate, it was discovered that additions, deletions, and updates to the fee schedule were necessary; and  
WHEREAS, As the following services have been established and are currently available to customers, they are not new fees. This is an update to the fee schedule.

- Fairgrounds – Septic Disposal - \$3.50
- Fairgrounds – Camping per night - \$15.00
- Community Center Pool – Daily Family Swim Pass (Up to 6) - \$13.00
- Civic Arena – Stick & Puck Drop-in Rate:
  - Evening - \$4.00
  - Afternoon - \$3.00
- Civic Arena – Figure Skating Drop-in Rate:
  - 1 Hr. - \$10.00
  - 1 Hr. & 20 Min - \$15.00

WHEREAS, In order to be consistent, weight room fees at the Community Center and the Civic Arena should read exactly the same on the fee schedule as the facility use for our customers is interchangeable. The weight room fee schedule for both facilities be:

- Daily Pass - \$3.00
- Monthly Pass (18 and over) - \$15.00
- Monthly Couple (Same residence) - \$25.00
- Monthly Family – (up to 4) - \$35.00
- Monthly Team pass – \$85.00
- Yearly Pass (18 and over) - \$125.00

WHEREAS, At the Civic Arena, the yearly calendar for hockey runs from September to August (as opposed to the calendar year) and the following fee changes, to be effective immediately (as opposed to December 2014 in the budget packet) in order for the fees to stay consistent through the whole hockey season, should be:

- Remove the following items from the fee schedule:
  - Low volume base prime ice hourly rate
  - Summer Ice – Evenings
  - Summer Ice – Daytime
- The following fees to be changed:
  - U-8 base prime ice hourly rate:
    - Currently \$45.00 (plus \$50.00 per child over 15 children)
    - Increase to \$50.00 (plus \$50.00 per child over 15 children)
  - Dry Floor Rental
    - Currently \$1,550.00
    - Increase to \$1775.00
  - Birthday Parties
    - Currently \$8.00 (regular package) and \$10.00 (deluxe package) per child
    - Increase to \$10.00 (regular package) and \$12.00 (deluxe package) per child

WHEREAS, To provide excellent service to the customers of Bay County, the following fees should be added to the fee schedule as new items and/or services to be provided to the customers.

- Fairgrounds – 1 yr. pre-pay on Horse Stall Rental - \$624.
- Community Center – Add lap swim to gym membership for months pool is open - \$5.00 additional dollars per person per membership.
- Community Center Pool – Private Pool Party – \$50.00 per hour + 4.00 per Attendant
- Civic Arena – Cement Floor Hourly Rental Rate - \$75.00
- Pinconning Park – Two Day Off-Season Cabin rental (Nov1-April30) - \$85.00

RESOLVED That the above outlined user fees are hereby added to Bay County’s fee schedule.

KIM COONAN, CHAIR  
AND COMMITTEE

Recreation/Facilities - Recreation User Fees

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_

AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_

**THOMAS L. HICKNER  
BAY COUNTY EXECUTIVE**



**MEMORANDUM**

To: Kim Coonan, Chairman  
Ways & Means Committee

From: Debra Russell, Director, Administrative Services  
Cristen Gignac, Director, Recreation & Facilities

Re: RAP Grant Application

Date: June 25, 2014

*Handwritten signatures in blue ink, including "D.R." and "C.G.".*

**BACKGROUND INFORMATION:**

The existing security system at various locations within the Bay County Fairgrounds complex is outdated and has very limited memory capacity. There are currently many areas within that complex not covered by any security system.

The camera system in place at the Bay County Animal Control Shelter dates back to 2004 and has been unreliable and ceases to operate during cold and/or inclement weather. There are presently no cameras located in the area utilized by the public as they interact with the animal population of the facility. The Bay County Fairgrounds does not currently have a camera system in place.

We have recently experienced theft-related incidents at two separate locations within the complex not covered by any security system. Since the time of the thefts, no individuals have been apprehended for the crimes. With a security system in place, the identities of those perpetrators could have been disclosed. Adding a security system to these areas will reduce our liability and increase our protection from such incidents.

515 Center Avenue, Suite 402, Bay City, MI 48708-5125 (989) 895-4130  
FAX (989) 895-7658 TDD (hearing impaired) (989) 895-4049 [www.baycounty-mi.gov](http://www.baycounty-mi.gov)

**FINANCIAL IMPACT:**

We received an evaluation from Bay County Information Systems and received bids for the same type of security system currently in place at other Bay County facilities which was recommended by Bay County Buildings & Grounds. A newer system will be digital without limitations and devices can be network connected and viewed and managed from any PC and can be archived to the County Building for safekeeping.

Adding to the system already in place at Bay County facilities will allow for an easy transition in regards to support and training. The total cost of the project is: \$10,974.15 (Animal Control: \$8,292.03; Incident Command Center at Fairgrounds \$2,682.12). A copy of each estimate is attached.

Risk Avoidance Program (RAP) funding is available through Michigan Municipal Risk Management Authority (MMRMA). We have received RAP Grant funding in the past for the Bay County Juvenile Home and other Bay County facilities from MMRMA and request permission to apply for funding for this project. MMRMA RAP Grant funding requires half-match from Bay County.

This project was not projected in the respective departmental budgets, it is requested the required match of \$5,487.08 be taken from Fund Balance.

**RECOMMENDATION:**

We request approval to apply for RAP Grant funding from Michigan Municipal Risk Management Authority (MMRMA) for the camera security system at the Bay County Fairgrounds and Bay County Animal Control Facility.

Furthermore, if the Grant is awarded, we request approval to enter into an agreement with RTH Communications for installation and maintenance of the system, subject to review by Corporation Counsel.

It is further requested, funding for Bay County's match in the amount of \$5,487.08 be taken from fund balance.

Attachment



RTH Communications

2875 Boy Scout Rd.  
Bay City, Mi. 48706

*Michael*

# Estimate

Date	Estimate #
4/16/2014	332

Name / Address
BAY COUNTY ANIMAL CONTROL

Description	Qty	Cost	Project	
			Total	
SPECO 16 CHANNEL DVR WITH 1 TB OF MEMORY	1	1,649.19	1,649.19	
SPECO HI RES COLOR INDOOR CAMERAS	7	379.19	2,654.33	
SPECO HI RES COLOR OUTDOOR CAMERA	2	425.88	851.76	
LABOR	12	85.00	1,020.00	
CAMERA WIRING	6	85.00	510.00	
DATA RACK WITH SHELVE	1	425.90	425.90	
DENNON MUSIC SOURCE	1	388.67	388.67	
SPECO 18 CHANNEL POWER SUPPLY	1	150.80	150.80	
RACK MOUNT POWER OUTLET/SURGE BAR	1	211.19	211.19	
BOGEN 60 WATT AMPLIFIER	1	430.19	430.19	
<b>Total</b>			<b>\$8,292.03</b>	



RTH Communications

2875 Boy Scout Rd.  
Bay City, Mi. 48706

# Estimate

Date	Estimate #
6/8/2014	377

Name / Address
INCIDENT COMMAND CENTER BAY COUNTY FAIR GROUNDS

			Project
Description	Qty	Cost	Total
SPECO 4 CHANNEL DVR WITH 1 TB MEMORY	1	875.19	875.19
	1	0.00	0.00
SPECO HI RES OUTDOOR COLOR CAMERA	2	425.88	851.76
SPECO 9 CHANNEL POWER SUPPLY	1	125.17	125.17
CAMERA WIRING	2	75.00	150.00
LABOR	8	85.00	680.00
<b>Total</b>			\$2,682.12

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**BAY COUNTY BOARD OF COMMISSIONERS**

**7/8/2014**

**RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (7/1/14)

WHEREAS, The existing security system at various locations within the Bay County Fairgrounds complex is outdated and has limited memory capacity with many areas within that complex not covered by a security system; and

WHEREAS, Recent theft-related incidents at two separate locations within the complex not covered by any security system remain unsolved due to lack of security and the ability to identify the perpetrators; and

WHEREAS, Based on Bay County Information Systems evaluation and receipt of bids for the same type of security system currently in place at other Bay County facilities, it is recommended that a digital system without limitations and devices can be network connected, viewed and managed from any PC and can also be archived to the County Building for safekeeping; and

WHEREAS, Adding to the system already in place at Bay County facilities will allow for an easy transition in regards to support and training; the total cost of the project is \$10,974.15 (Animal Control: \$8,292.03; incident Command Center at Fairgrounds \$2,682.12); and

WHEREAS, Risk Avoidance Program (RAP) funding is available through Michigan Municipal Risk Management Authority (MMRMA) and the required match is \$5,487.09, however, funds are not available in the respective departmental budgets; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners authorizes application to Michigan Municipal Risk Management Authority (MMRMA) for RAP Grant funding for upgraded security system at locations within the Bay County Fairgrounds complex; Be It Further

RESOLVED That the Chairman of the Board is authorized to execute and submit electronically (if required) the grant documents (application, grant award, all related required documents) on behalf of Bay County following legal review; Be It Further

RESOLVED That authorization is granted to enter into an Agreement with RTH Communications for installation and maintenance of the camera security system and the Board Chair is authorized to execute said Agreement on behalf of Bay County following legal review; Be It Further

RESOLVED That the required grant match (\$5,487.09) shall be taken from Fund Balance; Be It Further

RESOLVED That the grant applicant/recipient departments are required to work with the Finance Department whose staff will provide financial oversight of said grant; Be It Further

RESOLVED That related budget adjustments, if required, are approved.

KIM COONAN, CHAIR  
AND COMMITTEE

Adm Serv - RAP Grant - Security System at Fairgrounds

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:  
ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_  
VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_

RESOLUTION

NO. \_\_\_\_\_

BY: WAYS AND MEANS COMMITTEE 07/01/2014

RESOLVED: By this Board of Commissioners of Bay County, Michigan, that the following Budget Adjustments are hereby approved on 07/08/2014 and, if required, the Chairman of the Board is hereby authorized to execute any documentation necessary for said Budget Adjustments on behalf of Bay County:

Journal Request Number	Fund Involved Department Involved	Favorable Impact	Unfavorable Impact	No Impact
2014-07-005	GENERAL FUND BOARD OF COMMISSIONERS INFORMATION SYSTEMS DIVISION GEOGRAPHIC INFORMATION SYSTEMS Total GENERAL FUND		\$23,000	

BUDGET FOR BAY COUNTY GIS ACTIVITY TO PURCHASE AN ArcGIS SERVER ENTERPRISE STANDARD LICENSE AT A COST OF \$18,000. THE ANNUAL MAINTENANCE IS \$5,000 PER YEAR WHICH WILL BE BUDGETED UNDER INFORMATION SYSTEMS DEPARTMENT.

Kim Coonan, Chairman W. & M. and Committee

\_\_\_\_\_

-31-

## Budget Adjustment Detail

Journal Request Number 2014-07-005

Ref: GIS

Desc: GIS SOFTWA

Eff Date: 07/08/2014

Org / Object	Description	I/D	Amount
GENERAL FUND			
BOARD OF COMMISSIONERS			
10110100 40001	FUND BALANCE	I	23,000
INFORMATION SYSTEMS DIVISION			
10122800 93700	HARD/SOFTWARE REPAIR & MAINT	I	5,000
GEOGRAPHIC INFORMATION SYSTEMS			
10128800 98001	COMPUTER SOFTWARE	I	18,000
<b>Total GENERAL FUND</b>		Favorable \$0	Unfavorable \$23,000

**Explanation**

BUDGET FOR BAY COUNTY GIS ACTIVITY TO PURCHASE AN ArcGIS SERVER ENTERPRISE STANDARD LICENSE AT A COST OF \$18,000. THE ANNUAL MAINTENANCE IS \$5,000 PER YEAR WHICH WILL BE BUDGETED UNDER INFORMATION SYSTEMS DEPARTMENT.

**BAY COUNTY  
GEOGRAPHIC INFORMATION SYSTEMS**

515 Center Avenue, Suite 505  
Bay City, Michigan 48708

**JAY ANDERSON**  
GIS Technician  
andersonj@baycounty.net

Phone (989) 895-4245  
Fax (989) 895-4068  
TDD (989) 895-4049  
<http://www.baycounty-mi.gov>



**TOM HICKNER**  
County Executive

**LAURA OGAR, DIRECTOR**  
Environmental Affairs &  
Community Development  
ogarl@baycounty.net

Community Initiatives  
Geographic Information Systems  
Gypsy Moth Suppression Program  
Mosquito Control  
Transportation Planning

## MEMORANDUM

**DATE:** June 24, 2014

**TO:** Commissioner Kim Coonan, Chair  
Ways & Means Committee

**FROM:** Jay Anderson, GIS Technician  
Environmental Affairs & Community Development Department

**RE:** **Budget Adjustment for Purchase of GIS Software; Public Safety (911) Services;**

**Background:**

Consistent with the Bay County GIS program work plan, it is our intent to continue to provide and improve upon GIS services provided to 911/Central Dispatch, Emergency Management, and Sheriff. Current applications are adequate for most first responders, yet deployment of the mobile data terminals in police cars did not work as anticipated with GIS applications due to the restricted access mandated by the state.

The GIS program along with Information Systems, 911/Central Dispatch, and Emergency Management has been researching alternative solutions. It is recommended that the Bay County GIS program purchase an ArcServer Standard license to work with an ArcGIS Online license to provide 911/Central Dispatch, Emergency Management, and Sheriff better GIS services, primarily for routing of emergency responders from their location to the location of an active emergency.

This software will also be a valuable tool to provide better GIS services to other county departments and agencies as well as interconnectivity and coordination with outside agencies like the City of Bay City and the Bay County Department of Water & Sewer.

**Summary:**

It is the intent of the Bay County GIS program to acquire the ArcServer Standard license. Funding estimates are included in separate project description document attached.

**Finance & Economics:**

The amount of \$18,000 is to be used or obligated for the ArcServer Standard license.

**Recommendation:**

Favorable recommendation to the Board of Commissioners to approve moving forward on securing the ArcServer Standard license and the signing of all documents and budget adjustments that might be required for this project.

cc: Tom Hickner, Kim Pressnitz, Amber Johnson, Deanne Berger, Crystal Hebert, Bob Redmond



**BAY COUNTY**  
**FINANCE/INFORMATION SYSTEMS**

Thomas L. Hickner  
Bay County Executive

**Crystal A. Hebert**  
Finance Officer  
[hebertc@baycounty.net](mailto:hebertc@baycounty.net)

**Kimberly A. Priessnitz**  
Assistant Finance Officer  
[priessnitzk@baycounty.net](mailto:priessnitzk@baycounty.net)

**Frances A. Moore**  
Purchasing/Housing Rehab  
[mooref@baycounty.net](mailto:mooref@baycounty.net)

**Julie A. Coppens**  
Information Systems Manager  
[coppensj@baycounty.net](mailto:coppensj@baycounty.net)

TO: Kim Coonan  
Chair, Ways & Means

FROM: Julie Coppens  
ISD Manager

Frances Moore  
Purchasing Agent

RE: New Server purchase and project

DATE: June 23, 2014

**BACKGROUND:**

ISD budgeted \$200,000 for new servers, as a storage solutions for county database storage, including the Imagesoft software. After careful consideration, Bay County has chosen a new vendor.

There are a number of factors that contributed the vendor being awarded the RFP. The vendor brings a vast amount of knowledge installing and supporting Dell Compellent systems. The vendor provided Bay County with a proposal that contains a solution for immediate need and allows for future growth. The immediate need is a server solution that allows for migration to a new server system using Dell Compellent. The solution provided contains dedicated network switches between the Primary server and Primary SAN. With dedicated equipment, there is no need for Bay County to have to purchase additional network equipment or continue to use slightly old network equipment. This network equipment was included as part of the package solution without it being a required item. The vendor proposed solution includes three different types of drives including solid state drives and hard disk drives. The combination of the three types of drives will use Data Progression to effectively provide automated tiering technology that optimizes the location of data, both on a schedule and on demand as prompted by a storage profile. The proposed solution will provide 35,900 or more sustained input/output operations per second (IOPS). That is more than 11 times the minimum requirement. The vendor solution was provided at a reasonable price without compromising performance or value. Bay County was given a detailed implementation list as to what is going to be done during each phase of the implementation and migration part of the project.

At the time of the this committee meeting we are still within the bid protest time period of the RFP process and are unable to release the name of the selected vendor, we will, at the full board meeting on July 8, 2014 provide further details.

**REQUEST:**

ISD and Purchasing would like to request that Bay County enter into a contract with the vendor that has been chosen for the new server project of the Electronic Contact Management system.

**ECONOMICS:**

The awarded bid was \$199,264. The approved budget for the server project is \$200,000. ISD was able to get a superior solution within budget.

**RECOMMENDATION:**

Upon favorable review by Corporation Counsel of the contract with the vendor, it is the recommendation of ISD to move forward with the new server project and start the ordering and implementation process.

cc: Thomas Hickner, County Executive  
Tim Quinn, Director of Personnel and Employee Relations & Corporation Counsel  
Crystal Hebert, Finance Officer  
Amber Johnson, Corporation Counsel  
Debbie Russell, Director, Administrative Services

**BAY COUNTY BOARD OF COMMISSIONERS**

**7/8/2014**

**RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (7/1/14)

WHEREAS, Information Systems Department (ISD) budgeted \$200,000 for new servers as a storage solution for county database storage including the Imagesoft software and, after careful consideration, Bay County has chosen a new vendor; and

WHEREAS, A recommendation was made based on a number of factors to include a proposal that contains a solution for immediate need and allows for future growth; and

WHEREAS, The awarded bid was for \$199,264 within the \$200,000 budgeted; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the agreement for the Electronic Contact Management System and authorizes the Board Chair to execute said Agreement on behalf of Bay County following legal review; Be It Further

RESOLVED That related required budget adjustments are approved.

KIM COONAN, CHAIR  
AND COMMITTEE

ISD - Server&Electronic Contact Management System

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

**VOTE TOTALS:**

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_  
VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_



**BAY COUNTY**  
**FINANCE/INFORMATION SYSTEMS**

Thomas L. Hickner  
Bay County Executive

**Crystal A. Hebert**  
Finance Officer  
[hebertc@baycounty.net](mailto:hebertc@baycounty.net)

**Kimberly A. Priessnitz**  
Assistant Finance Officer  
[priessnitzk@baycounty.net](mailto:priessnitzk@baycounty.net)

**Frances A. Moore**  
Purchasing/Housing Rehab  
[mooref@baycounty.net](mailto:mooref@baycounty.net)

**Julie A. Coppens**  
Information Systems Manager  
[coppensj@baycounty.net](mailto:coppensj@baycounty.net)

TO: Kim Coonan  
Chair, Ways & Means

FROM: Frances Moore   
Purchasing Agent

RE: Non-Hazardous Waste Contract

DATE: June 23, 2014

**BACKGROUND:**

In November of 2013, Bay County signed an agreement with Waste Management to collect non-hazardous waste from the Health Department, Law Enforcement Center and the Juvenile Home for a price of \$35 pick-up fee per 28 gallon container with a one-time fee of \$199 for the container.

The first hic-cup occurred during the contract negotiation when we discovered that the waste would not be picked-up but rather our units had to mail it to the company. Upon usage the invoicing was also considerably higher than the quote and contracted price, the invoices were for \$219 per container not the \$35 as agreed upon.

When contacting the company to inquire about the discrepancy, we were informed that they do not have a \$35 mail in program and the only pricing they would offer is the \$219; basically our contractual price would not be honored.

After consultation with Corporation Counsel and the Finance Officer, it was agreed that we were within our rights to seek pricing from other vendors that will offer this service. We found two vendors, Stericycle and Hospital Network Healthcare Services (HNHS), who provided a pricing quote. Stericycle's pricing is \$75 per 28 gallon container per pick-up; HNHS' price is \$55 per container per pick up plus a \$4 fuel fee per pick-up.

**REQUEST:**

Allow the County to cancel the non-hazardous waste contract with Waste Management as per the Customer Termination clause and enter into an agreement with HNHS for a cost of \$55 per container plus \$4 per pick up.

**ECONOMICS:**

We have requested that each of the units be placed on the "on call" schedule to minimize unneeded pick-ups that will incur unnecessary charges. However, based on past invoicing practices it is estimated that the Health Department may spend \$295 and the Law Enforcement Center \$570 if the pick-up schedule remains consistent at 5 pick-ups per year per location. The Juvenile Home's usage is inconsistent (4 pick-ups in 2012 and one in 2014) so an estimated number will be harder to calculate.

**RECOMMENDATION:**

Approve the cancellation of the Waste Management contract and allow the County to enter into a one year agreement with HNHS upon Corporation Counsel's review.

cc: Thomas Hickner, County Executive  
Tim Quinn, Director of Personnel and Employee Relations & Corporation Counsel  
Crystal Hebert, Finance Officer  
Amber Johnson, Corporation Counsel  
Joel Strasz, Health Officer  
Captain Troy Stewart, Jail Administrator  
Sheriff John Miller, Bay County Sheriff  
Juli Reynolds, Juvenile Home Director

**BAY COUNTY BOARD OF COMMISSIONERS**

**7/8/2014**

**RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (7/1/14)  
 WHEREAS, In November 2013, Bay County signed an agreement with Waste Management to collect non-hazardous waste from the Health Department, Law Enforcement Center and the Juvenile Home for a price of \$35 pick-up fee per 28 gallon container with a one-time fee of \$199 for the container; and  
 WHEREAS, Since that time and during contract negotiation it was discovered that the waste would not be picked-up but rather the Bay County departments had to mail it to the company; and  
 WHEREAS, Upon usage, the invoicing was also considerably higher than the quote and contracted price, i.e. \$219 per container not the \$35 agreed upon price; and  
 WHEREAS, When pursuing the discrepancy, Bay County was informed by Waste Management that they do not have a \$35 mail-in program and the only pricing they would offer is the \$219, not honoring the contractual price; and  
 WHEREAS, It has been determined by Corporation Counsel and the Finance Officer that Bay County is within its rights to seek pricing from other vendors that offer this service; and  
 WHEREAS, Two (2) vendors, Stericycle and Hospital Network Healthcare Services (HNHS), provided pricing quotes and Hospital Network Healthcare Services quoted the lower price, i.e. \$55/container plus \$4 per pick-up; Therefore, Be It  
 RESOLVED That the Bay County Board of Commissioners, pursuant to the Customer Termination clause of the Non-Hazardous Waste Contract with Waste Management, voids said Contract; Be It Further  
 RESOLVED That the Bay County Board of Commissioners approves a one year Non-Hazardous Waste Contract with Hospital Network Healthcare Services (HNHS) for collection of non-hazardous waste from the Health Department, Law Enforcement Center and the Juvenile Home at a cost of \$55 per container plus \$4.00 fuel fee per pick-up and authorizes the Board Chair to sign said Contract on behalf of Bay County following legal review/approval; Be It Further  
 RESOLVED That related required budget adjustments are approved.

KIM COONAN, CHAIR  
 AND COMMITTEE

Finance - Non-Hazardous Waste Contract

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:  
 ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_  
 VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
 AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_



**BAY COUNTY EMPLOYEES' RETIREMENT SYSTEM  
BAY COUNTY VOLUNTARY EMPLOYEES' BENEFICIARY ASSOCIATION**

BAY COUNTY BUILDING  
515 CENTER AVENUE, SUITE 706  
BAY CITY, MICHIGAN 48708-5128

Thomas L. Hickner  
Bay County Executive

Crystal Hebert  
Finance Officer/Secretary

**BOARD OF TRUSTEES**  
Steven Gray, Chairperson  
Richard Brzezinski  
Kim Coonan  
Richard Gromaski  
Tom Herek  
Jon Morse  
Matthew Pett  
Thomas Starkweather  
Kristal Zielinski

**TO:** Kim Coonan, Chairperson, Ways& Means Committee  
**FROM:** Crystal Hebert, Bay County Finance Officer *CH*  
**RE:** Amendment to Resolution No. 2001-242  
**DATE:** June 19, 2014

**ADMINISTRATIVE STAFF**  
Tiffany Jerry  
(989) 895-4030  
TDD (989) 895-4049  
FAX (989) 895-4039

**REQUEST:**

On September 24, 2001, the board passed Resolution No. 2001-242 and a subsequent amendment on December 11, 2001, Resolution No. 2001-310, regarding the pre-funding of healthcare benefits through the establishment of a Voluntary Employees' Beneficiary Association (VEBA). According to the resolution, once the general/sheriff group(s) reaches a funding level of 125% in the Bay County Employees' Retirement Systems (BCERS) the employee contribution will revert to the VEBA.

**BACKGROUND:**

The net Other Post Employment Benefit (OPEB) liability for Bay County as of the most recent actuary was \$10,342,938. As a requirement of the State of Michigan's Economic Vitality Incentive Program/County Incentive Program, local governmental units were required to provide an additional action that could be implemented to reduce unfunded liabilities. Bay County proposed submitting a request to the Bay County Board of Commissioners to amend Board Resolution No. 2001-242 to lower the 125% funding level requirement to 115%, as determined by the most recent actuary. Once the BCERS funded ratio for said groups reaches 115%, employee contributions will be reverted to the VEBA.

**FINANCE/ECONOMICS:**

By amending the attached resolution, Bay County will continue to forward its commitment to lowering its unfunded liabilities while still ensuring an adequate funding level within its pension system.

**RECOMMENDATION:**

To receive this request to amend Board Resolution No. 2001-242 and forward to the full board for approval and signature upon review by corporation counsel.

**Attachment**

Cc: Tom Hickner  
Tim Quinn  
Robert Redmond  
Amber Johnson  
Deanne Berger

**BAY COUNTY BOARD OF COMMISSIONERS**

**7/8/2014**

**RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (7/1/14)

WHEREAS, On September 25, 2001, the Bay County Board of Commissioners adopted resolution no. 2001-242 (attached) regarding the pre-funding of healthcare benefits through the establishment of a Voluntary Employees' Beneficiary Association with a subsequent amendment approved on December 11, 2001 - Res. No. 2001-310 (attached); and

WHEREAS, According to the resolution, once the general/sheriff group(s) reaches a funding level of 125% in the Bay County Employees' Retirement System (BCERS), the employee contribution will revert to the VEBA; and

WHEREAS, The net Other Post Employment Benefit (OPEB) liability for Bay County as of the most recent actuary was \$10,342,938; and

WHEREAS, As a requirement of the State of Michigan's Economic Vitality Incentive Program/County Incentive Program, local governmental units were required to provide an additional action that could be implemented to reduce unfunded liabilities; and

WHEREAS, It is recommended that the Bay County Board of Commissioners amend resolution no. 2001-242 to lower the 125% funding level requirement to 115% as determined by the most recent actuary; and

WHEREAS, Once the BCERS funded ratio for said groups reaches 115%, employee contributions will be reverted to the VEBA; and

WHEREAS, By amending res. 2001-242, Bay County will continue to forward its commitment to lowering its unfunded liabilities while still ensuring an adequate funding level within its pension system; Therefore, Be It

RESOLVED By the Bay County Board of Commissioners that resolution no. 2001-242, adopted September 25, 2001, establishing the Voluntary Employees' Beneficiary Association (VEBA) is hereby amended reducing the 125% funding level requirement to 115%; Be It Further

RESOLVED That the Chairman of the Board is authorized to execute documents required as a result of the amendment following legal review/approval; Be It Further

RESOLVED That related required budget adjustments, if any, are approved.

KIM COONAN, CHAIR  
AND COMMITTEE

Finance - VEBA Amendment - 115% Funding

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_  
VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_

RESOLUTION

9/25/01

BY: BAY COUNTY BOARD OF COMMISSIONERS

WHEREAS, Bay County (the "County") and certain Component Units of Bay County provide qualified retired employees with "Retiree Medical Benefits" pursuant to contracts, rules, and procedures which have developed over time ("Component Units" being any authority, district, board, or commission whose employees participate in the Bay County Employees' Retirement System [such Component Units, together with the County, being "Employers"]); and

WHEREAS, Retiree Medical is presently provided on an unfunded, pay-as-you-go basis by the Employers; and

WHEREAS, The County believes it prudent to begin a process of prefunding the Retiree Medical Benefits through a trust, similar to the prefunded pension trust for the Bay County Employees' Retirement System ("BCERS"), principally (a) in order to reduce the unfunded liability which Retiree Medical Benefits represent, (b) in order to reduce the cost of providing such benefits in the future, and (c) in order to increase retirees' security in such benefits; and

WHEREAS, The Retiree Medical Benefits may be prefunded through a Voluntary Employees' Beneficiary Association (VEBA) pursuant to the Public Employee Health Care Fund Investment Act (P.A. 149 of 1999), and Section 501(c)(9) of the Internal Revenue Code of 1986, as amended; and

WHEREAS, The County wishes to adopt a VEBA for the purposes described above with respect to Retiree Medical Benefits of (a) at this time, non-union employees of the County who would be eligible, upon retirement, for Retiree Medical Benefits, and (b) such unionized employees of the County who shall agree through collective bargaining to similar coverage by the VEBA, and (c) employees of Component Units which shall choose to adopt the VEBA (with appropriate collective bargaining, where applicable), provided that adoption by any Component Unit is consented to at the time by resolution of the Bay County Board of Commissioners; and

- WHEREAS, The County does not presently intend to fund the VEBA on a strict actuarial basis, but rather intends to make discretionary contributions from time to time, which contributions shall be no less than the amount of BCERS contribution which the County saves by reason of funding the 4% BCERS employee contribution (historically made on employees' behalf by the County) out of actuarial surplus in the BCERS, provided that the BCERS's actuarial surplus shall no longer be used for such purpose if and when the funded ratio of the BCERS drops to 125% or less; and
- WHEREAS, In order to more accurately define the Retiree Medical Benefits which are to be prefunded under the VEBA, the County has prepared a document entitled the "Bay County Retiree Health Benefit Plan" ("Retiree Medical Plan"), which is intended to set forth present rules and policies pertaining to Retiree Medical Benefits; Therefore, Be It
- RESOLVED By the Bay County Board of Commissioners that the Bay County Voluntary Employees' Beneficiary Association Trust Agreement ("VEBA") as presented to this meeting is hereby adopted, effective September 30, 2001 (subject to subsequent approval of the Internal Revenue Service as provided below); Be It Further
- RESOLVED That the VEBA shall be funded, initially with respect to Bay County non-union employees eligible for retiree medical, in the manner described above in this resolution and as prescribed by the VEBA; Be it Further
- RESOLVED That all contributions to the VEBA shall be conditioned upon approval of the VEBA's tax-exempt status by the Internal Revenue Service, as provided in the VEBA; Be It Further
- RESOLVED That proper County personnel, acting with outside legal counsel (Stevenson Keppelman Associates) are hereby authorized and directed to apply to the Internal Revenue Service for a determination that the VEBA meets the tax-qualification requirements of Internal Revenue Code of 1986 Section 501(c)(9); Be It Further
- RESOLVED That the persons described as trustees in the VEBA (generally being the current trustees of the BCERS) are hereby designated as trustees of the VEBA; Be It Further

RESOLVED That the Bay County Retiree Health Benefit Plan is hereby adopted with respect to employees of Bay County (subject to collective bargaining consent, where applicable), effective September 30, 2001; Be It Further

RESOLVED That the Chairman of the Board is authorized to execute the VEBA on behalf of Bay County.

EDWARD L. RIVET, CHAIRMAN

BAY COUNTY BOARD OF COMMISSIONERS

VEBAIRS.

BAY COUNTY BOARD OF COMMISSIONERS 9/24/01 MEETING

RESOLUTION NO. 2001-242

MOTION NO. \_\_\_\_\_

MOVED BY COMM. Gwizdata

SUPPORTED BY COMM. Reder

VOTE:

ROLL CALL:  YEAS 8 NAYS 0 EXCUSED 1 - Rupp

VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED  DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_

AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_

RESOLUTION

12/11/01

BY: PERSONNEL/JUDICIAL COMMITTEE (11/27/01)

WHEREAS, On September 25, 2001, the Bay County Board of Commissioners adopted resolution no. 2001-242 adopting the Bay County Voluntary Employees' Beneficiary Association Trust Agreement (VEBA), effective September 30, 2001; and

WHEREAS, The fifth Whereas in resolution no. 2001-242 includes a reference to collective bargaining; and

WHEREAS, Subsequent to adoption of the resolution, labor counsel advised that collective bargaining as related to VEBA, at this time, with ten (10) bargaining units is not necessary and not desirable; and

WHEREAS, Bay County may unilaterally implement the VEBA, as presently structured, without collective bargaining; Therefore, Be It

RESOLVED By the Bay County Board of Commissioners that the fifth "Whereas" of resolution no. **2001-242** as adopted 9/25/01 approving the **VEBA is amended** as follows:

"WHEREAS, The County wishes to adopt a VEBA for the purposes described above with respect to Retiree Medical Benefits of (a) at this time, non-union employees of the County who would be eligible, upon retirement, for Retiree Medical Benefits, and (b) **eligible** unionized employees of the County ~~who shall agree through collective bargaining to similar coverage by the VEBA,~~ and (c) employees of Component Units which shall choose to adopt the VEBA (with appropriate collective bargaining, where applicable), provided that adoption by any Component Unit is consented to at the time by resolution of the Bay County Board of Commissioners; and"

*Note: Bold print means add a word. Words crossed out means delete those words. Copy of Resolution No. 2001-242, as amended, is attached.*

MICHAEL F. HALSTEAD, CHAIRMAN  
PERSONNEL/JUDICIAL COMMITTEE

VEBAAMEND.

BAY COUNTY BOARD OF COMMISSIONERS 12/11/01 MEETING  
RESOLUTION NO. 2001-310  
MOTION NO. \_\_\_\_\_  
MOVED BY COMM. Halstead  
SUPPORTED BY COMM. Poirier

VOTE:  
ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_  
VOICE: XX YEAS 9 NAYS 0 EXCUSED 0

DISPOSITION: ADOPTED XX DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_

Analysis of General Fund Unreserved/Undesignated Fund Balance 2014

Report Date: 6/24/2014

Description	Journal Number	2014 Fund Balance
Estimated Unaudited Assigned Fund Balance or (Deficit) 12/31/2013		\$6,670,056
Reverse previous years Committed Fund Balance *		\$0
		-----
Assigned Fund Balance or (Deficit)		\$6,670,056
		-----
2014 Budgeted Surplus /(Deficit)		-\$695,919
<b>BUDGET ADJUSTMENTS POSTED IN JANUARY THROUGH JUNE 2014</b>		
-----		
Budget for lake front access contribution from General Fund limited to \$12,675.	14-02-0109	-\$4,050
Realign the Civic Arena Officer Supervisor's wages 100% back to Civic Arena	14-03-0003	-\$9,339
M.S.U. Extension sold items at the auction but never spent it, so budget for printers	14-04-0002	-\$892
Budget for the \$5,000 contribution from Road Commission for Access Plan in 2014.	14-04-0252	\$5,000
Increase 2014 Veterans Convention Budget an additiona \$1,000.	14-06-0002	-1,000
Budget for Architectual fee for a boardwalk at Bay City State Recreation area	14-06-0006	-5,000
		-----
JUNE 25, 2014		-15,281
		-----
Assigned Fund Balance or (Deficit) 6/25/2014		\$5,958,856



**BAY COUNTY**  
**FINANCE/INFORMATION SYSTEMS**

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Bay County Executive

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**TO:** Kim Coonan, Chairperson  
Ways & Means Committee

**FROM:** Crystal Hebert *CH*  
Finance Officer

**RE:** Executive Directive #2007-11

**DATE:** June 25, 2014

**REQUEST:**

Please place this memo on the July 1, 2014, agenda for your committee's information.

**BACKGROUND:**

On June 13, 2014, an e-mail was sent requesting departments to contact their grantor agencies to confirm their level of grant funding for the current year. As stated previously, the Finance Department would request monthly updates from these departments regarding their grant funding status and then provide a status update to your committee at your monthly meeting.

**ECONOMICS:**

As of the date of this missive, the following are the updates to the previous correspondence:

1. The state grantor agencies that have responded to department's requests indicate that funding levels for the state grants with regard to fiscal year 2014 and/or 2015 appear to have no changes.

**RECOMMENDATION:**

To receive.

c: Tom Hickner  
Kim Priessnitz  
Tim Quinn

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