WAYS AND MEANS COMMITTEE

AGENDA

TUESDAY, MAY 5, 2015

4:00 P.M.

COMMISSION CHAMBERS, FOURTH FLOOR, BAY COUNTY BUILDING

PAGE NO.

I CALL TO ORDER

II ROLL CALL

1- 6 III MINUTES (4/7/15)

IV PUBLIC INPUT

V PETITIONS AND COMMUNICATIONS

A. 9-1-1 Director (Note: Chris Izworski will be attending a conference on date of W&M meeting but will be present at the May 12th Board meeting to answer any questions regarding his agenda items.)

7- 8 1. Huron County - Next Generation 9-1-1 Phone System Intergovernmental Agreement Addition **(Seeking approval of inclusion of Huron County as full member/collaborator of the Great Lakes Bay Consortium - proposed resolution attached)**

9-11 2. Network - Next Generation 9-1-1 Phone System **(Seeking approval of resolution (attached) allowing Peninsula Fiber Network to work with named parties to effectuate and implement an Emergency Services IP network (Esinet)**

12-14 3. Priority Dispatch ProQA EMD Software Maintenance Agreement **(Seeking approval of Maintenance Agreement and future Maintenance Agreements relating to this software; authorization for Board Chair to sign - proposed resolution attached)**

B. Buildings and Grounds (Note: The following items will be considered at full Board meeting immediately following Ways and Means Committee meeting)

15-16 1. Architectural Services - Spicer Engineering **(Seeking approval of Architectural Services Contract for services re new roofing system at County Facility and 911; authorization for Board Chair to sign; approval of related budget adjustments - proposed resolution attached)**

17-18 2. Structural Assessment Contract **(Seeking approval of Structural Assessment Contract for services re County Market canopy; authorization for Board Chair to sign Contract; approval of related budget adjustments - proposed resolution attached)**

19-20 3. Elevator Service Agreement **(Seeking authorization to bid out elevator maintenance services; authorization for Board Chair to sign Service Agreement with successful bidder; approval of required budget adjustments - proposed resolution attached)**

21-22 C. Division on Aging - Letter of Intent to Region VII Area Agency on Aging **(Seeking authorization to submit Letter of Intent for 2015-2016 funding; authorization for Board Chair to sign required documents - proposed resolution attached)**

D. Director of Recreation and Facilities

23-24 1. Community Center Gym Floor **(Seeking bid award to Star Flooring Corporation; authorization for Board Chair to sign required documents; approval of increased fees - proposed resolution attached)**

25-26 2. User Fee - Civic Arena Dry Floor **(Seeking correction of User Fee at $1,575 correcting prior typing error reflecting the fee as $1,775 proposed resolution attached)**

E. Personnel Director

27-28 1. Vacancy in Register of Deeds Office **(Seeking authorization to post/fill; full Board approval at meeting immediately following - proposed resolution attached)**

29-33 2. Tuition Reimbursement - Brian Emmendorfer, Information Systems **(Receive)**

34-36 3. Wellness Budget Adjustment **(Seeking $10,000 appropriation for fitness trackers for employees meeting fitness criteria - proposed resolution attached)**

37 F. Accounts Payable: General; Center Ridge Arms **(Proposed resolution attached)**

G. Finance Officer

38 1. General Fund Equity Analysis 2015 **(Receive)**

39 2. Executive Directive # 2007-11 **(Receive)**

40-41 3. Annual Maintenance Renewal - Tyler Munis Software **(Seeking approval of 2015 Maintenance Agreement and future yearly renewal budgeted agreements; authorization for Board Chair to sign - proposed resolution attached)**

VI REFERRALS

42 A. Judge Keuvelaar's request for Waiver of Personnel Policy relative to 30 day retirement notice to preserve retiree health benefits **(Proposed resolution attached)**

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, APRIL 7, 2015, FOURTH FLOOR, BAY COUNTY BUILDING.

CALL TO ORDER BY CHAIR COONAN AT 4:05 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	M/Y	M/Y	M/Y	M/Y	Y	M/Y	M/Y	M/Y	Y	S/Y
MICHAEL J. DURANCZYK	P	S/Y	Y	Y	Y	Y	Y	S/Y	Y	Y	Y	S/Y	Y
VAUGHN J. BEGICK	P	Y	Y	Y	Y	Y	S/Y	Y	Y	Y	Y	Y	Y
THOMAS M. HEREK	P	Y	S/Y	S/Y	S/Y	Y	Y	M/Y	S/Y	S/Y	Y	Y	Y
MICHAEL E. LUTZ	P	M/Y	Y	Y	Y	S/Y	Y	Y	Y	Y	S/Y	M/Y	M/Y
ERNIE KRYGIER, EX OFFICIO		E	X	C	U	S	E	D					

MOTION NO.

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

MOTION NO.

COMMISSIONERS PRESENT:	25	26	27	28	29	30	31	32	33	34	35	36
KIM J. COONAN, CHRMN	Y	Y										
DONALD J. TILLEY, V.CHRMN	M/Y	Y										
MICHAEL J. DURANCZYK	S/Y	Y										
VAUGHN J. BEGICK	Y	Y										
THOMAS M. HEREK	Y	M/Y										
MICHAEL E. LUTZ	Y	S/Y										
ERNIE KRYGIER, EX OFFICIO	E	X	C	U	S	E	D					

OTHERS PRESENT: T.HICKNER, C.GIGNAC, D.RUSSELL, A.DAVIS-JOHNSON, C.HEBERT, T.QUINN, K.PRIESSNITZ, J.MILLER, K.RIFENBARK, B.GOIK, K.ASBURY, J.COPPENS, C.PINTER, K.MEAD, D.KLIDA, M.J.CARTWRIGHT, A/WALLACE, T.ROEHRS, R.PABALIS, R.MANZ, J.STRASZ, L.OGAR, R.REDMOND, BAY 3 TV, D.BERGER

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

MOTION NO.

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.baycounty-mi.gov/executive/videos.**

1 **MOVED, SUPPORTED AND CARRIED TO APPROVE THE MINUTES OF THE MARCH 3, 2015 WAYS AND MEANS COMMITTEE MEETING AS PRINTED.**

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

Court requests were first on the agenda beginning with a request for Board approval of an agreement with Court Innovations (CI) for an online case review program. This has been a pilot program in Bay County and a couple of other Michigan Counties to streamline the process for offenders to more easily resolve certain types of tickets or warrants. This efficient process is working very well. The Court now wishes authorization to enter into an agreement with Court Innovations. No additional funding for this process is required in 2015. Kim Mead, Court Administrator, M.J. Cartwright, CI representative, and Hon. Dawn Klida spoke to this new process, how it works and the resulting efficiencies for the Courts, Prosecutor's Office and the offenders as well. Commissioner Lutz suggested including a trailer on Bay 3 TV to make the public aware of this process. Following brief discussion, it was

2 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE AGREEMENT WITH COURT INNOVATIONS (CI) FOR ONLINE CASE REVIEW PROGRAM, AUTHORIZATION FOR BOARD CHAIR TO SIGN (CIRCUIT & DISTRICT COURTS).**

The next Court item dealt with a new online, user-friendly one-step management system for handling jury service online replacing the outdated two-step method currently in use. Kim Mead, Court Administrator, outlined the existing system which serves Circuit, District and Probate Courts and how the new system will greatly improve the process with an anticipated savings in staff time, supplies and postage. There is an appropriation from the Board required in the amount of $24,000 and a contract requires Board approval and execution. Other counties are using the system with favorable reviews. It was

MOTION NO.

3 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE CONTRACT WITH COURTHOUSE TECHNOLOGIES, AUTHORIZATION FOR BOARD CHAIR TO SIGN AND APPROVAL OF AN APPROPRIATION FROM FUND BALANCE IN THE AMOUNT OF $24,000 (COURTS).

4 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION AUTHORIZING TREATMENT COURT GRANT APPLICATIONS (CIRCUIT & DISTRICT COURTS).

5 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE FAMILY AND JUVENILE DRUG COURT PROGRAM GRANTS (PROBATE COURT).

6 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE REPLACEMENT PATROL CAR (SHERIFF DEPT.).

7 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE MARINE PATROL BOAT - PORT SECURITY GRANT PROGRAM (SHERIFF DEPT.).

8 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE FILLING ASSISTANT PROSECUTING ATTORNEY VACANCY WHICH INCLUDES WAIVER OF ENTRY LEVEL TO FIRST YEAR LEVEL IF POSITION CANDIDATE MEETS REQUIRED EXPERIENCE LEVEL (PROSECUTOR).

Chris Pinter, Executive Director of Bay Arenac Behavioral Health Authority, explained the Addendum of Intergovernmental Agreement for Establishment of Substance Use Disorder Oversight Policy Board which is the result of a minor language change requested by Saginaw County. Bay County was the first county to approve the original agreement in January 2015. It was

9 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE ADDENDUM TO INTERGOVERNMENTAL AGREEMENT FOR ESTABLISHMENT OF SUBSTANCE USE DISORDER OVERSIGHT POLICY BOARD (BABHA).

MOTION NO.

10 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE MICHIGAN GREEN SCHOOLS DESIGNATION (ENVIRONMENTAL AFFAIRS/COMMUNITY DEVELOPMENT).

11 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE REVISED WORK PLAN (MSU-E).

12 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE 2015 BAY COUNTY EQUALIZATION REPORT (EQUALIZATION).

13 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE AMENDMENT # 1 TO FY 2015-15 AGREEMENT WITH MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY (HEALTH DEPT.)

14 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE AMENDMENT # 2 TO FY 2014-15 COMPREHENSIVE PLANNING, BUDGETING AND CONTRACTING AGREEMENT (HEALTH DEPT.).

15 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE ACCEPTANCE OF $14,400 FROM THE BAY AREA CHAMBER OF COMMERCE FOUNDATION - COMMUNITY FOUNDATION FOR THE PURCHASE OF AN EZ DOCK FOR BAY CITY STATE RECREATION FACILITY (ENVIRONMENTAL AFFAIRS/ COMMUNITY DEVELOPMENT).

16 MOVED, SUPPORTED AND CARRIED TO RECEIVE THE COMMUNITY CENTER KITCHEN FINAL PROJECT UPDATE PROVIDED BY THE BUILDINGS AND GROUNDS PROJECT MANAGER (BUILDINGS AND GROUNDS).

17 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE REPLACEMENT RESOLUTION RE EXTENSION OF MARKET LEASE THROUGH THE END OF 2015 (RECREATION AND FACILITIES).

MOTION NO.

18 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE BOYS AND GIRLS SUMMER RECREATION PROGRAM (RECREATION AND FACILITIES).

19 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE CIVIC ARENA YOUTH HOCKEY PROGRAM (RECREATION AND FACILITIES).

20 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE CIVIC ARENA HELMET RENTAL (RECREATION AND FACILITIES).

21 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE RENEWAL OF PROFESSIONAL SERVICES AGREEMENT WITH EQU SERVICES (RICHARD GRUBER) (PERSONNEL DEPT.).

22 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PAYABLES RESOLUTION (GENERAL/BAYANET/ CENTER RIDGE ARMS).

23 MOVED, SUPPORTED AND CARRIED TO RECEIVE ANALYSIS OF GENERAL FUND EQUITY 2015 (FINANCE).

24 MOVED, SUPPORTED AND CARRIED TO RECEIVE EXECUTIVE DIRECTIVE #2007-11 (FINANCE).

25 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF REPLACEMENT RESOLUTION RE POST AUDIT AND INVESTIGATIVE FUNCTIONS (FINANCE).

Commissioner Begick reported on the recent MAC Legislative Conference and the sessions that were held. He also noted that the Bay County Clerk has a copy of proposal 1 which will be on the May ballot should anyone wish to review.

MOTION NO. _____

Commissioner Tilley advised that he has been receiving calls relative to the Imagination Station and what will happen with the clay tiles that were donated. The intent is to reuse those tiles that can be salvaged for use at the new site. He was uncertain if the rest will be used or returned.

There being no further business, it was

26 MOVED, SUPPORTED AND CARRIED TO ADJOURN (4:49 P.M.).

Submitted by:

Deanne Berger

Deanne Berger
Board Coordinator

BAY COUNTY

911 Central Dispatch

(989) 895-4051 • FAX (989) 892-3744

1228 Washington Ave., Bay City MI 48708

Christopher Izworski
Director

Thomas L. Hickner
Bay County Executive

Ryan Manz
Emergency Management Coordinator
989-895-4112

To: Kim Coonan, Chairman, Ways & Means Committee

From: Christopher Izworski, 9-1-1 Director

Date: April 21, 2015

Subject: Huron County - Next Generation 9-1-1 Phone System Intergovernmental Agreement Addition.

Background: Huron County 9-1-1 has requested membership into the Great Lakes Bay 9-1-1 Consortium per the provisions of the intergovernmental agreement of the consortium. Currently, the Intergovernmental Agreement is between Bay County, Midland County and Tuscola County.

The Next Generation 9-1-1 phone system Bay County 9-1-1 is implementing, offers the increased ability to handle and recover from disasters, obtain accurate caller location information, and enable applications such as text, video, and telematics, which can greatly improve emergency response, meet public expectations and in turn, save lives.

Finance/Economics: Bay County 9-1-1, Midland County 9-1-1, Huron 9-1-1 and Tuscola County 9-1-1 recognize that cost efficiencies can be achieved by common technology purchasing and the coordination of certain technologies among and/or between their respective 9-1-1 operations.

The addition of Huron County 9-1-1 will not increase the cost of the project for Bay County. The addition of Huron County has the potential to decrease the cost of future needed phone equipment/software purchases as well as the sharing of phone system maintenance costs.

Recommendation: Upon favorable review by Corporation Counsel, Bay County 9-1-1 recommends the approval and signature of the resolution allowing Huron County 9-1-1 to join the Great Lakes Bay 9-1-1 Consortium.

Cc: Tom Hickner, Tim Quinn, Crystal Hebert, Amber Johnson, Shawna Walraven

E-mail: Baycounty911@baycounty.net **Web:** www.co.bay.mi.us
TDD (Hearing Impaired) (989) 895-4049

April 28, 2015

BY BAY COUNTY BOARD OF COMMISSIONERS, MIDLAND COUNTY CENTRAL DISPATCH AUTHORITY AND TUSCOLA COUNTY BOARD OF COMMISSIONERS

RESOLVED, that Huron County Central Dispatch is accepted as full member/collaborator of the Great Lakes Bay Consortium for the purpose of entering into a shared NG911 network, new telephone technologies and virtual backup capabilities for their 911 call answering and emergency service dispatch operations.

Execution

TUSCOLA COUNTY

By: _____ Date: _____, 2015

Thomas Bardwell, Chairperson

Tuscola County Board of Commissioners

Attest: _____

Jodi Fetting, Tuscola County Clerk

BAY COUNTY

By: _____ Date: _____, 2015

Chairperson

Bay County Board of Commissioners

By:_____ Date: _____, 2015

Tom Hickner, Bay County Executive

Attest: _____

Cynthia A. Luczak, Bay County Clerk

MIDLAND COUNTY 911 AUTHORITY

By: _____ Date: _____, 2015

Chairperson of its Administrative Policy Board

Attest: _____

Administrative Assistant to the Board (Clerk)

BAY COUNTY

911 Central Dispatch

(989) 895-4051 • FAX (989) 892-3744

1228 Washington Ave., Bay City MI 48708

Christopher Izworski
Director

Thomas L. Hickner
Bay County Executive

Ryan Manz
Emergency Management Coordinator
989-895-4112

To: Kim Coonan, Chairman, Bay County Ways and Means Committee

From: Christopher Izworski, 9-1-1 Director

Date: April 28, 2015

Subject: Network – Next Generation 9-1-1 Phone System

Background: Today, our 9-1-1 services are supplied by analogue AT&T CAMA trunk phone lines. The current analogue 9-1-1 services are not sufficient to allow for the new 9-1-1 phone system as well as text, telematics (On-star type services), video, etc. The development of an Emergency Services IP network (ESInet) is a critical component for the Next Generation 911 Bay, Midland and Tuscola phone project. Essentially an ESInet is a fiber network that meets stringent public safety standards and requirements.

Bay, Midland and Tuscola Counties submitted an RFP for the development and implementation of an ESInet for the Next Generation 9-1-1 Phone Project. Peninsula Fiber Network (PFN) was selected as the primary provider.

In order to implement the ESInet Bay County must pass a resolution approving PFN as the Next Generation 9-1-1 service provider for Bay County and sign a Letter of Authorization allowing PFN to order the routing changes necessary from the telecommunications carriers.

Finance/Economics: Currently, the AT&T CAMA trunk lines that provide 9-1-1 service to Bay County 9-1-1 are paid for out of the State of Michigan 9-1-1 Technical Surcharge Pool and the State Wireless Fund. Based on past experience and research, it has been found that costs of an ESInet are recoverable from the Technical Pool and the State Wireless Fund. However, we cannot be absolutely sure until the final cost study is actually approved by the Michigan Public Safety Commission. But, these do appear to be reasonable and necessary costs for implementation of the Bay, Midland and Tuscola Next Generation 9-1-1 Calling Platform.

Recommendation: 1. Pending approval by Corporation Counsel, adopt and sign a resolution allowing PFN to work with the 9-1-1 Plan's service suppliers, the Michigan Public Service Commission, State 911 Committee and State 911 Director and any other state, federal or local authority in order to effectuate and implement an ESInet.

2. Pending approval by Corporation Counsel, adopt and sign a Letter of Authorization allowing PFN to order the routing changes necessary from the telecommunications carriers that will be affected by the move to PFN Next Generation 9-1-1 services.

Cc: Tom Hickner, Tim Quinn, Crystal Hebert, Amber Johnson, Shawna Walraven, Bob Redmond

E-mail: Baycounty911@baycounty.net **Web:** www.co.bay.mi.us
TDD (Hearing Impaired) (989) 895-4049

No. 2015-

BAY COUNTY BOARD OF COMMISSIONERS

5/12/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (5/5/15)

WHEREAS, The Bay County Central Dispatch Authority ("Board") is authorized under Michigan's Emergency Telephone Service Enabling Act, 1986 PA 32, as amended ("Act") and under authority provided by its Emergency Telephone Services Plan ("911 Plan") to make administrative findings regarding among other things, the service suppliers providing 9-1-1 services within the 911 Plan's Service District; Therefore, Be It

RESOLVED That the Board makes an Administrative Finding that Peninsula Fiber Network, LLC and or its affiliates shall be the primary 9-1-1 service supplier, employing a common network that enables all other service suppliers within the 911 Plan's Service District to be selectively routed and otherwise access the 9-1-1 system and the primary PSAPs identified in the Plan; Be It Further

RESOLVED That all service suppliers shall cooperate with Peninsula Fiber Network, LLC in order to facilitate the switchover to its common network, Next Generation Selective Router and other Next Generation 911 services, features and offerings as may be applicable or required herein; Be It Further

RESOLVED That Peninsula Fiber Network, LLC and or its affiliates is authorized and directed to work with the 911 Plan's service suppliers, the Michigan Public Service Commission, State 911 Committee and State 911 Director and any other state, federal or local authority in order to effectuate and implement the provisions of this Administrative Finding, including but not limited to the identification for a specific date and time for the switchover to the Peninsula Fiber Network's or its affiliate's common network; Be It Further

RESOLVED That the Chairman of the Board is authorized to execute the Letter of Agreement allowing Peninsula Fiber Network, LLC to order the routing changes necessary from the telecommunications carriers that will be affected by the move to PFN Next Generation 9-1-1 Services; Be It Finally

RESOLVED That this Resolution shall augment, supersede, modify or replace any inconsistent prior resolution or motion.

KIM COONAN, CHAIR
AND COMMITTEE

911 - Service Supplier Change

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_____

PENINSULA
FIBER
NETWORK, LLC

To: All Exchange Carriers

Date:_____, 2015

The _____ County Board of Commissioners, as the governing body of the County's Public Emergency Services District, (herein after known as the 911 authority) hereby advises the recipient of this Letter of Agency that it has authorized Peninsula Fiber Network, LLC or its affiliates to order services and process records associated with _____ County 9-1-1 service and certain other database functions.

The 911 authority may revoke this authorization at any time by the issuance of a written revocation referring the services listed above, delivered to the recipient Exchange Carriers of this letter is sent to and Peninsula Fiber Network, LLC at the address listed below.

By this Letter of Authorization, the 911 authority provides its authorization for Peninsula Fiber Network, LLC to direct the connection, disconnection or rearrangement of the 911 authority's circuits, services or other equipment as determined by Peninsula Fiber Network, LLC. Peninsula Fiber Network, LLC and its affiliates agree that they shall not undertake the issuance of orders, or rearrangements hereunder unless it has given the 911 Authority, notice of such action, specifying date and time of planned work.

Peninsula Fiber Network, LLC and its affiliates agree to release and hold harmless the carrier from liability for (a) making available 911 authority information relating to the exercise of this authorization, and (b) following 911 authority's or Peninsula Fiber Network, LLC instructions and direction with regard to these matters listed above. Communication from the carrier shall be directed to:

FAX, Email or deliver to:

Peninsula Fiber Network, LLC
Attn: Thom Sumbler
1901 West Ridge Street, Suite 2
Marquette, MI 49855
Fax: 906 226 7102
thom@pfnllc.net

By signature or receipt of this Letter of Agency, the _____ County 911 Authority, Peninsula Fiber Network, LLC and the receiving party agree to the terms and conditions of this document.

Peninsula Fiber Network, LLC :		Agency: _____ County 911
Name:	Thom Sumbler	Name:
Title:	Sales and Business Development	Title:
Phone:	906 387 6617	Phone:
Fax:	906 226 7102	Fax:
Email:	thom@pfnllc.net	Email:

Authorized: _____

_____

-11-

BAY COUNTY

911 Central Dispatch

(989) 895-4051 • FAX (989) 892-3744

1228 Washington Ave., Bay City MI 48708

Christopher Izworski
Director

Thomas L. Hickner
Bay County Executive

Ryan Manz
Emergency Management Coordinator
989-895-4112

To: Kim Coonan, Chairperson, Ways & Means Committee

From: Christopher Izworski, 9-1-1 Director

Date: April 29, 2015

Subject: Priority Dispatch ProQA EMD Software Maintenance Agreement

Background: Central Dispatch Priority Dispatch ProQA EMD software was purchased in in 2014. The software ensures that all 9-1-1 dispatchers respond to each emergency medical call in a standardized method. The software reduces risk and allows dispatchers to quickly and efficiently gather critical information required for every medical call. The software requires an annual maintenance agreement.

Finance/Economics: Bay County 9-1-1 has funds in the budget for the annual maintenance agreement.

Recommendation: That the Board authorize the Board chair to sign the Dispatch Priority Dispatch ProQA EMD maintenance agreement and any future maintenance agreements relating to this software provided money is available in the 9-1-1 Budget and upon review and approval by Corporation Counsel.

Cc: Tom Hickner, Tim Quinn, Crystal Hebert, Amber Johnson, Shawna Walraven

-12-

E-mail: Baycounty911@baycounty.net **Web:** www.co.bay.mi.us
TDD (Hearing Impaired) (989) 895-4049

Priority Dispatch
110 South Regent Street, Suite 500
Salt Lake City, UT 84111
(801) 363-9127 • (801) 363-9144 fax
(800) 363-9127 toll-free

Sales Quote #111880

by Jon Stones

Date 3/30/2015

Bill To: Bay County 911
Attn: Michelle Kalt
1228 Washington Avenue
Bay City, MI 48708

Ship To: Bay County 911
Attn: Michelle Kalt
1228 Washington Avenue
Bay City, MI 48708

For: Bay County 911
Attn: Michelle Kalt
1228 Washington Avenue
Bay City, MI 48708

Phone: 989-895-4051 Fax: (989) 892-3744

Qty	Description	Unit Price	Extended Price
1	Annual Maintenance/Support - ESP (P) License renewal, service and support (#111258)	$6,687.00	$6,687.00
		Sub-Total:	$6,687.00
		Tax:	$0.00
		Shipping & Handling:	$0.00
		Total:	$6,687.00

This quote is valid for 120 days from date of issue. Unless otherwise agreed to in writing, all prices quoted are exclusive of any applicable sales, use, withholding and other taxes, duties, or government assessments relating to this transaction, which are the sole obligation of Buyer. Payment terms are Net 30 unless otherwise noted.

Seller will use reasonable efforts to deliver products on time, but will not be liable for any expenses or damages incurred as a result of late delivery or for circumstances beyond Seller's reasonable control. Shipments are made F.O.B. origin, which is Salt Lake City, UT, USA. All insurance expenses and risk of loss are assumed by Buyer.

Purchasing or signing below acknowledges your agreement to the terms above and to the "break the seal" or "click to accept" license agreement associated with the licensed product(s). The license agreement is included with the licensed product(s) and you will have the opportunity to read it before opening or installing. If unacceptable, you may return the licensed product(s) within 10 days of receipt for a refund, less any applicable restocking fees and original shipping charges.

Sign here X_____ Date_____

Payment Method: (Check enclosed, or...)

[ ] Purchase Order #_____

[ ] VISA/MasterCard/AMEX #_____

Expiration:_____

"To lead the creation of meaningful change in public safety and health."

-13-

No. 2015-

BAY COUNTY BOARD OF COMMISSIONERS

5/12/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (5/5/15)

WHEREAS, Central Dispatch Priority Dispatch ProQA EMD software, purchased in 2014, ensures that all 9-1-1 dispatchers respond to each emergency medical call in a standardized method, reduces risk, and allows dispatchers to quickly and efficiently gather critical information required for every medical call; and

WHEREAS, The software requires an annual maintenance agreement and Bay County 9-1-1 has funds in the budget for the annual maintenance agreement; Therefore, Be It

RESOLVE That the Dispatch Priority Dispatch ProQA EMD Maintenance Agreement is approved and the Chairman of the Board authorized to execute said Maintenance Agreement and any future maintenance agreements relating to this software, provided money is available in the 9-1-1 budget, following legal review/approval.

KIM COONAN, CHAIR
AND COMMITTEE

911 - Central Dispatch Priority Dispatch ProQA EMD Maintenance Agreement

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

JON M. MORSE
Supervisor, Buildings & Grounds

RICHARD C. PABALIS
Project Manager, Buildings & Grounds

BAY COUNTY BUILDING
515 Center Avenue, G-101
Bay City, MI 48708

Phone: 989.895.4097
Fax: 989.895.4222
TDD: 989.895.4049
(Hearing Impaired Line)

TO: KIM COONAN
WAYS & MEANS CHAIR

FROM: RICK PABALIS
PROJECT MANAGER

JON MORSE
SUPERVISOR BUILDINGS & GROUNDS

DATE: APRIL 24, 2015

RE: ARCHITECTURAL SERVICES – SPICER ENGINEERING

REQUEST:
Approve architectural service contract with Spicer Engineering for $1,800 to assist Bay County in reviewing and making recommendations in the RFP for the installation of a new roofing system on the Court Facility and 911. Funds are budgeted in the Buildings & Grounds budget.

BACKGROUND:
County staff have made numerous repairs to the roofing system that is on the newer portion of the Court Facility, we feel it is time for replacement. The area encompasses approximately 33,000 square feet of roofing and is directly over the Court rooms, Judges chambers, lobby and 911.

ECONOMICS:
Funds are budgeted in the Buildings & Grounds budget.

RECOMMENDATION:
Approve the architectural service contract with Spicer Engineering for assistance in reviewing the RFP and specifications. Requesting the committee's approval and authorize the Board Chair to sign any and all necessary documents with approval as to form by Corporation Counsel and to make any necessary budget adjustments.

Cc: Cristen Gignac
Crystal Hebert
Amber Johnson

No. 2015-

BAY COUNTY BOARD OF COMMISSIONERS

5/5/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (5/5/15)

WHEREAS, County staff have made numerous repairs to the roofing system on the Court Facility and 911 and it has been determined that it is time for replacement; and

WHEREAS, The area encompasses approximately 33,000 square feet of roofing and is located directly over the Courtrooms, Judges Chambers, lobby and 911; and

WHEREAS, Architectural services will be required to assist Bay County in reviewing and making recommendations for the RFP for installation of the new roofing system; and

WHEREAS, Funds for this service have been included in the 2015 Buildings and Ground's budget; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the Architectural Services Contract with Spicer Engineering at a cost of $1,800 for assistance with the Court Facility and 911 roofing system RFP; Be It Further

RESOLVED That the Chairman of the Board is authorized to execute the Architectural Services Contract on behalf of Bay County following legal review/approval; Be It Finally

RESOLVED That related required budget adjustments are approved.

KIM COONAN, CHAIR
AND COMMITTEE

Bldgs & Grnds - Architectural Services - Spicer - Court Facility and 911 Roofing 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_____

THOMAS L. HICKNER
Bay County Executive

JON M. MORSE
Supervisor, Buildings & Grounds

RICHARD C. PABALIS
Project Manager, Buildings & Grounds

BAY COUNTY BUILDING
515 Center Avenue, G-101
Bay City, MI 48708

Phone: 989.895.4097
Fax: 989.895.4222
TDD: 989.895.4049
(Hearing Impaired Line)

TO: KIM COONAN
WAYS & MEANS CHAIR

FROM: RICK PABALIS
PROJECT MANAGER

JON MORSE
SUPERVISOR BUILDINGS & GROUNDS

DATE: APRIL 24, 2015

RE: STRUCTURAL ASSESSMENT CONTRACT FOR MARKET CANOPY

REQUEST:
Approve contract between MacMillian & Associates and Bay County for the structural assessment of the concrete piers and structural I beams for the Farmers Market canopy located on Columbus Avenue for $1,750.

BACKGROUND:
City officials have requested a review of the Market columns and concrete piers for safety and structural integrity. We met with two structural engineering company's on site and explained the concerns and what we would require from them.

ECONOMICS:
The low bid was MacMillian & Associates for $1,750. Funds exist within the Recreation and Facilities budget.

RECOMMENDATION:
Approve the contract with MacMillian & Associates for $1,750 for the structural assessment and report on recommended scope of repairs to the concrete piers and steel columns under the Market canopy. Requesting the committee's approval and authorize the Board Chair to sign any and all necessary documents with approval as to form by Corporation Counsel and to make any necessary budget adjustments.

Cc: Cristen Gignac
Crystal Hebert
Amber Johnson

No. 2015-

BAY COUNTY BOARD OF COMMISSIONERS

5/5/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (5/5/15)

WHEREAS, City officials have requested a review of the Market columns and concrete piers for safety and structural integrity and Buildings and Grounds staff met with two structural engineering companies on site and explained the concerns and what would be required from the engineering companies; and

WHEREAS, Bids were received from the two companies and MacMillian & Associates is the recommended choice for this project; and

WHEREAS, The cost for the structural engineering services is $1,750 and funds are included in the Recreation and Facilities budget to cover this expense; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the Structural Assessment Contract for the Market Canopy 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

Recreation & Facilities - County Market Canopy - Structural Assessment 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_____

THOMAS L. HICKNER
Bay County Executive

JON M. MORSE
Supervisor, Buildings & Grounds

RICHARD C. PABALIS
Project Manager, Buildings & Grounds

BAY COUNTY BUILDING
515 Center Avenue, G-101
Bay City, MI 48708

Phone: 989.895.4097
Fax: 989.895.4222
TDD: 989.895.4049
(Hearing Impaired Line)

TO: KIM COONAN
WAYS & MEANS CHAIRMAN

FROM: JON MORSE JM
SUPERVISOR BUILDINGS & GROUNDS

DATE: APRIL 22, 2015

RE: ELEVATOR SERVICE AGREEMENT

REQUEST:
Authorize Buildings & Grounds to go out for competitive bidding on the annual elevator service contract in maintenance for both the County Building and the Law Enforcement Center.

BACKGROUND:
We have been on a year to year agreement with our current elevator service company for many years. In previous bidding our current provider was always low bidder. We now feel there is potential to bid out the elevator maintenance and service contracts for a much lower price.

ECONOMICS:
Bidding out the service agreement could save the County a significant amount of money. Funding is already in place for this year's contract.

RECOMMENDATION:
Authorize Buildings & Grounds to bid out the service agreement on elevators in the County Building & the Law Enforcement Center. Requesting the committee's approval and authorize the Board Chair to sign any and all necessary documents with approval as to form by Corporation Counsel and to make any necessary budget adjustments.

Cc: Cristen Gignac
Crystal Hebert
Amber Johnson

No. 2015-

BAY COUNTY BOARD OF COMMISSIONERS

5/5/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (5/5/15)

WHEREAS, Bay County has been on a year-to-year contract with the current elevator service company for many years and in previous bidding, the current elevator service company was always the low bidder; and

WHEREAS, It has now been determined it may be financially beneficial to bid out the elevator maintenance and service contracts, saving the County a significant amount of money; and

WHEREAS, Monies for this service are included in the Buildings and Grounds 2015 budget; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners authorizes the Buildings and Grounds Department to secure bids for the service agreement on elevators in the County Building and the Law Enforcement Center; Be It Further

RESOLVED That the Chairman of the Board is authorized to execute the Elevator Service Agreement with the successful bidder on behalf of Bay County following legal review/approval; Be It Further

RESOLVED That related required budgets are approved.

KIM COONAN, CHAIR
AND COMMITTEE

Bldgs & Grnds - Elevator Service Agreement

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

Tammy Roehrs
Director

BAY COUNTY DIVISION ON AGING

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
E-mail: divonaging@baycounty.net

To: Kim Coonan, Chairman, Ways & Means Committee

From: Tammy Roehrs, Division on Aging Director

Date: April 14, 2015

Cc: Joel Strasz, Tom Hickner, Tim Quinn, Amber Johnson, Crystal Hebert

RE: Request Permission to submit letter of intent to Region VII Area Agency on Aging to apply for funding for fiscal year 2015-2016.

BACKGROUND:

In the past, Region VII Area Agency on Aging will release for review and comment the proposed allocation chart for funding for the fiscal year beginning October 1, 2015. Once the chart has been approved for distribution, all interested service providers will be mailed a copy, along with a letter of intent form. The letter of intent must be submitted before the specified deadline for an organization to apply for funding.

FINANCE AND ECONOMICS:

The Division on Aging is expected to meet the deadline for submission of the letter of intent and the subsequent due date for the complete grant proposal in order to be considered for future grant funding. Because there is a short turnaround time, I am requesting authorization to proceed with meeting these deadlines for the new fiscal year. There would be hardship for area seniors if these funds were not available to provide financial support for services in the new year.

RECOMMENDATION:

Upon favorable review by Corporation Counsel, the Division on Aging recommends submitting to Region VII Area Agency on Aging the letter of intent to apply for funding for fiscal year 2015-2016 and that the Division on Aging be authorized to prepare and submit the grant application for funding for the same fiscal year. All budget revisions resulting from this application are considered approved.

No. 2015-

BAY COUNTY BOARD OF COMMISSIONERS

5/12/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (5/7/15)

WHEREAS, Region VII, Area Agency on Aging, has sent out letters calling for Letters of Intent from public, private-for-profit and non-profit incorporated entities interested in applying for FY 2015/2016 (10/1/2015 to 9/30/2016) funds to provide services for persons age 60 and older; and

WHEREAS, Bay County is included in Region VII; and

WHEREAS, The Director of Division on Aging wishes to apply for the grant funding and submit a Letter of Intent in compliance with the Region VII deadlines; Therefore, Be It

RESOLVED By the Bay County Board of Commissioners that the Director of Division on Aging is authorized to submit to Region VII Area Agency on Aging the Letter of Intent to apply for funding for FY 2015-2016; Be It Further

RESOLVED That the Director of Division on Aging is authorized to prepare and submit the grant application for funding for the same fiscal year; Be It Further

RESOLVED That the Chairman of the Board is authorized to execute the grant documents (application, grant award, all related required documents) on behalf of Bay County following legal review/approval; 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 it is clearly understood that if these grant funds are terminated, any position(s) funded by this grant shall be terminated and will be not absorbed by the County.

KIM COONAN, CHAIR
AND COMMITTEE

DOA - Letter of Intent - Region VII

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

515 Center Avenue
Bay City, Michigan 48708

Phone (989) 895-4130
Fax (989) 895-2094
TDD (989) 895-4049
www.baycounty-mi.gov

Thomas L. Hickner
County Executive

BUILDINGS & GROUNDS
Jon Morse, Supervisor
morsej@baycounty.net

RECREATION
Brent Goik, Recreation & Clubhouse Supervisor
goikb@baycounty.net

To: Kim Coonan, Chairman of the Ways and Means Committee
From: Cristen Gignac, Director of Recreation and Facilities
Date: April 27, 2015
Subject: Gym Floor

Request: To gain approval from the Board of Commissioners to award the bid for the gym floor replacement project to Star Flooring Corporation. Approval for the Board Chairman to sign any related documents or agreements. To gain approval for a fee increase to be added to the fee schedule for use of the large gym floor which would take effect once the project is completed in September.

Background: After 43 years of use, the Community Center gym floor is in need of replacement. Administration worked with the Purchasing agent to release a bid to complete the project. We would like to award the Bid to Star Flooring for $47,566. Grant funding was sought to offset costs of this project. We have been awarded $18,000 in grant funding from the Bay Area Community Foundation Youth Initiative, Bay Area Community Foundation Community Initiative, and the Dow Corning Foundation Donor Advised Fund Committee. To cover the remaining costs of the gym floor spread out over a span of years (approximately 5), we will need to slightly increase fees for the use of the large gym floor for all users.

Economics: The new rates for users of the large gym are proposed to be:

Item:	Current Fee:	Increase:	New Proposed Fee:
Basketball	$22.50	$2.50	$25.00
Volleyball	$13.00	$3.00	$16.00
Drop-in/Open Gym	$3.00	$1.00	$4.00
Summer Recreation	$100.00	$10.00	$110.00
Rental Rates for Large gym	$64.00/$75.00	$6/5.00	$70.00/$80.00

Recommendation: It is recommended that authorization is granted to award the bid to Star Flooring Corporation. It is recommended that authorization is granted to the board chairman to sign any award document or grant agreement upon favorable review by Corporation Counsel. It is recommended that the increases fees are added to the fee schedule effective immediately following the completion of the gym floor project.

cc: Tom Hickner, Jon Morse, Crystal Hebert, Rick Pabalis, Robert Redmond, Frances Moore, Beth Trahan

No. 2015-

BAY COUNTY BOARD OF COMMISSIONERS

5/12/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (5/5/15)

WHEREAS, After 43 years of use, the Community Center gym floor is in need of replacement and bids were solicited and it is recommended that the bid be awarded to Star Flooring for $47,566; and

WHEREAS, Grant funding was sought to offset costs of this project and Bay County has been awarded $18,000 in grant funding from the Bay Area Community Foundation Youth Initiative, Bay Area Community Foundation Community Initiative, and the Dow Corning Foundation Donor Advised Fund Committee; and

WHEREAS, To cover the remaining costs of the gym floor spread out over a span of years (approximately 5), a slight increase in fees for the use of the large gym floor for all users is necessary; and

WHEREAS, The new rates for users of the large gym, to become effective after the gym floor project is completed in September, are proposed to be:

Item:	Current Fee:	Increase:	New Proposed Fee:
Basketball	$22.50	$2.50	$25.00
Volleyball	$13.00	$3.00	$16.00
Drop-in/Open Gym	$3.00	$1.00	$4.00
Summer Recreation	$100.00	$10.00	$110.00
Rental Rates-Large gym	$64.00/$75.00	$6/5.00	$70.00/$80.00

RESOLVED That the Bay County Board of Commissioners awards the bid for the gym floor replacement project to Star Flooring Corporation and the Chairman of the Board is authorized to execute the documents required for this project on behalf of Bay County following legal review/approval; Be It Further

RESOLVED That the recommended fees (outlined above) are approved and the increased fees, which will take effect once the project is completed in September, are to be reflected in the Bay County Fee Schedule.

KIM COONAN, CHAIR
AND COMMITTEE

Community Center - Gym Floor Bid Award & Revised Gym Use 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_____

BAY COUNTY
Recreation & Facilities

Cristen M. Gignac
Director of Recreation & Facilities
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

Thomas L. Hickner
County Executive

BUIDLINGS & GROUNDS
Jon Morse, Supervisor
morsej@baycounty.net

RECREATION
Brent Goik, Recreation & Clubhouse Supervisor
goikb@baycounty.net

To: Kim Coonan, Chairman of Ways & Means Committee

From: Cristen Gignac, Director of Recreation and Facilities

Date: April 27, 2015

Subject: User Fee – Dry Floor at Civic Arena

Request: I would like to update the Dry Floor Rental on the Civic Arena's 2015 fee schedule.

Background: Prior to June 2014, the Civic Arena's Dry Floor Rental was $1,550.00 per day. I sent a resolution to the Board asking for an increase in a variety of user fees that month for the Recreation Department. It has come to my attention that I had a typing error in that memo. I intended to only raise that fee $25.00 to $1,575.00 per day. The Dry Floor Rental is currently listed at $1,775.00 on the Board approved user fee schedule.

Economics: Reduce the user fee for the Civic Arena's Dry Floor Rental to $1,575.00 to correct the typing error.

Recommendation: It is recommended that the User Fee for the Dry Floor at the Bay County Civic Arena be approved for $1,575.00 per day.

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

No. 2015-

BAY COUNTY BOARD OF COMMISSIONERS

5/12/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (5/5/15)

WHEREAS, Prior to June 2014, the Civic Arena's Dry Floor Rental rate was $1,550.00 per day and a request to increase a variety of user fees for the Recreation Department was submitted and approved by the full Board in July 2014 (resolution no. 2014-118); and

WHEREAS, A typing error was discovered and the Civic Arena Dry Floor Rental rate is reflected as $1,775 on the County's Fee Schedule, the correct amount should be $1,575.00; and

WHEREAS, The Director of Recreation and Facilities is requesting approval of the correct fee as $1,575; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners sets the User Fee for the Dry Floor at the Bay County Civic Arena as $1,575.00 per day effective immediately.

KIM COONAN, CHAIR
AND COMMITTEE

Rec & Facilities - Civic Arena Dry Floor Rental Rate

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
quinnt@baycounty.net
(989) 895-4098 (T)
(989) 895-2076 (F)

Tiffany Jerry, Payroll/Benefits Supervisor
jerryt@baycounty.net
(989) 895-4032 (T)
(989) 895-2076 (F)

Rebecca Marsters, Retirement Administrator/Accountant
marstersr@baycounty.net
(989) 895-4043 (T)
(989) 895-2076 (F)

Jeanie Deckert, Wellness Coordinator
deckertj@baycounty.net
(989) 895-4087 (T)
(989) 895-2076 (F)

Becky Smutek, Payroll Clerk
smutekb@baycounty.net
(989) 895-4044 (T)
(989) 895-2076 (F)

April 29, 2015

Kim Coonan, Chairman
Ways and Means Committee
Bay County Board of Commissioners
515 Center Avenue, Suite 401
Bay City, MI 48708-5125

RE: *Vacancy in the Register of Deeds Office*

Dear Commissioner Coonan:

Please consider the item listed below for the agenda of your committee.

Request: Fill a full-time Typist Clerk III vacancy in the Register of Deeds Office.

Background: Employee has accepted the Legal Secretary position in the Prosecutor's Office.

Financial: Full-time position with benefits at $13.09 per hour entry, progressing to $15.46 per hour after 2 years. Funds exist within the current existing budget.

Recommendation: Please refer to the full board for approval to fill.

Thank you for considering this item for the agenda of your committee.

Sincerely,

Tim Quinn

Tim Quinn, Director
Personnel and Employee Relations

cc: Tom Hickner
Crystal Hebert
Kim Priessnitz
Brandon Krause

G:\Board\WAYS&MEA\2015\Register of Deeds Vacancy.wpd

No. 2015-

BAY COUNTY BOARD OF COMMISSIONERS

5/5/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (5/5/15)

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. Register of Deeds - Typist Clerk III (ft, $13.09/hr. entry)

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

Vacancies2- May

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
quinnt@baycounty.net
(989) 895-4098 (T)
(989) 895-2076 (F)

Tiffany Jerry, Payroll/Benefits Supervisor
jerryt@baycounty.net
(989) 895-4032 (T)
(989) 895-2076 (F)

Rebecca Marsters, Retirement Administrator/Accountant
marstersr@baycounty.net
(989) 895-4043 (T)
(989) 895-2076 (F)

Jeanie Deckert, Wellness Coordinator
deckertj@baycounty.net
(989) 895-4087 (T)
(989) 895-2076 (F)

Becky Smutek, Payroll Clerk
smutekb@baycounty.net
(989) 895-4044 (T)
(989) 895-2076 (F)

April 28, 2015

Kim Coonan, Chairman
Ways and Means Committee
Bay County Board of Commissioners
515 Center Avenue, Suite 401
Bay City, MI 48708-5125

RE: ***Tuition Reimbursement Request***

Dear Commissioner Coonan:

Please consider the item listed below for the agenda of your committee.

Request: Tuition reimbursement request received from Brian Emmendorfer, System Administrator/Information Systems Division (BCAMPS employee). Computer Concepts & Competencies (CST-133W), Networking Essentials (CST-160) and Unix/Linux Operating System (CST-126) at Delta College.

Background: The collective bargaining agreement with B.C.A.M.P.S. provides for the Bay County Executive to approve or deny requests for tuition reimbursement, however, the committee prefers to review tuition requests prior to payment. See enclosed copy of tuition request form and copy of class description(s). Please note that the labor contract states that if the degree program relates to the job, the course does not necessarily have to relate to the job.

Financial: Funds are budgeted. Tuition reimbursement is $1,183.50.

Recommendation: Receive this item concerning a request for tuition reimbursement submitted by Brian Emmendorfer, System Administrator/Information Systems Division.

Thank you for considering this item for the agenda of your committee.

Sincerely,

Tim Quinn

Tim Quinn, Director
Personnel and Employee Relations

cc: Tom Hickner
Crystal Hebert
Julie Coppens
Brian Emmendorfer
Personnel file

G:\Board\WAYS&MEA\2015\Brian Emmendorfer tuition.wpd

PRE-CLASS APPROVAL FORM: TUITION REIMBURSEMENT

Brian Emmendorfer
Applicant's Name

Information Systems
Department

BCAMP
Bargaining Unit

School: Delta College

Are you on a degree program? YES NO

Program

	Course Number	Credit Hours	Tuition Per Hour	Fees	Books	Beginning Date	Ending Date	Class Title
1.	CST-133	4	$ 94.50	$ 148.00	$	5/11/15	6/29/15	See attached registration
2.	CST-160	3	94.50	111.00	$	5/11/15	8/17/15	statement
	CST-126	2	$ 94.50	$ 74.00		5/11/15	6/29/15	
	Totals	9	$ 850.50 +	$ 373.00 + 40.00 (Registration)	$ =	Total $ 1183.50		

How is this class(es) job related? All classes are Information Technology related. All classes are required for Computer Science and Information Technology - Network Technology - Advanced Certificate (CTA.35135)

CFO's and Deputies

Applicant's Signature Date

Sheriff's Signature Date

Ways and Means Chairperson's or Designee's Signature Date

Course Number Approved

$

All Other Units

Applicant's Signature Date 3-26-2015

Department Head's Signature Date Crystal Hebert 3/27/2015

Human Resource Director's or County Executive's Signature Date 3-31-15

NOTE: Proof of successful completion of the course is mandatory. Proof of payment of tuition, fees, and books is also mandatory. Contractual language is controlling. **Check your contract, first, for specifics before turning in this form!**

White: Personnel
Yellow: Ways and Means
Pink: Department Head

6/95

Computer Concepts & Competencies

Course Number	CST 133W
Credits	4
Lab Hours	0
Lecture Hours	60
Course Description	Prerequisite: READING LEVEL 3. Prepares for the on-going ethical, environmental, societal and global issues of technology. Presents computer concepts including input and output of data and how information is processed, stored, and shared. Examines the purpose of networks, their technologies, scopes, and connectivity issues. Gives major consideration to Internet technology and access emphasizing research, education, communication, e-commerce, and security. Provides an introduction to software engineering and the analysis and design of computer systems. Discusses computer platforms, architectures, and system software. Develops PC competencies and skills including file management, word processing, spreadsheets, presentation graphics, database, Internet, Web pages, and graphics. Credit may be earned in CST 133 or CIS 133, but not both. (60-0)

View Printer Friendly Version

Outcomes and Objectives

Recognize the components of a computer system and identify the different pieces of hardware.
Objectives:

A. Describe various hardware devices used for input
B. Describe various hardware devices used for output
C. List the differences and use of various types of computers
D. Describe storage media and devices, drive interfaces and how to measure and improve performance
E. Describe emerging hardware technologies

Define and describe the various categories of software.
Objectives:

A. Explain the different Operating Systems and User Interfaces (GUI and Command)
B. Define Multitasking and Object Linking and Embedding
C. Describe the integrating of information among multiple applications
D. Describe how operating systems organize files
E. Describe the functions of operating system utility software
F. Identify and explain the use of selected Application Software from each of the five main categories (Word processing, Spreadsheet, Database, Graphics, and Communications)
G. Describe the various file formats involved with applications and their compatibility
H. Compare and contrast the use of bitmap and vector graphics files
I. Describe emerging media software technologies

Define the Systems Development Life Cycle and the role of Systems Analysis and Design.
Objectives:

A. Describe how Information Systems are enhanced by the use of computers
B. Describe how hardware and software interact to solve problems
C. Define the different Information Systems and their components, including Office Automation Systems, Transaction Processing Systems, Decision Support Systems, Management Information Systems and Expert Systems
D. List the members of an Information Systems Department and their roles
E. Define the phases of the Systems Development Life Cycle as it applies to systems development and program development
F. Compare and contrast developing Custom Software and use of Pre-packaged programs
G. Describe how algorithms are developed
H. Describe the programming techniques used in standardized software development
I. Compare and contrast the different generations of programming Languages
J. List ways to build a program and the steps in program development

-31-

Networking Essentials

Course Number	CST 160
Credits	3
Lab Hours	15
Lecture Hours	30
Course Description	Prerequisite: CST 133W. May be take concurrently with CST 133W with instructor permission. Explores all aspects of networking technologies, media, topologies, devices, management, tools and security. (30-15)

View Printer Friendly Version

Outcomes and Objectives

Demonstrate understanding of the functions of common networking protocols.
Objectives:

A. Detect the existence of other endpoints or nodes.
B. Explain how sessions or connections are started and terminated.
C. Illustrate how messages are formatted.
D. Explain how corrupted or improperly formatted messages are handled.
E. Identify commonly used TCP and UDP (User Datagram Protocol) default ports.
F. Evaluate proper use of MAC and IP address formats, addressing technologies, and addressing schemes.
G. Explain the purpose and properties of routing.
H. Compare the characteristics of wired and wireless communication standards.

Demonstrate understanding of network media and topologies.
Objectives:

A. Categorize standard cable types and their properties.
B. Identify common connector types.
C. Identify common logical and physical network topologies.
D. Differentiate between appropriate wiring standards.
E. Categorize LAN and WAN technology types and properties.

Demonstrate understanding of network devices.
Objectives:

A. Configure, and differentiate between common network devices.
B. Identify the functions of specialized network devices.

Demonstrate understanding of network management.
Objectives:

A. Explain the function of each layer of the OSI (Open Systems Interconnection) model.
B. Identify types of configuration management documentation.
C. Evaluate a network based on configuration management documentation.
D. Conduct network monitoring to identify performance and connectivity issues.
E. Explain different methods and rationales for network performance optimization.
F. Troubleshoot common connectivity issues and select an appropriate solution.

Demonstrate understanding of network tools.
Objectives:

A. Use command line interface tools and interpret the outputs.
B. Identify the uses of network hardware tools.
C. Explain the purpose of network scanners and protocol analyzers.

Demonstrate understanding of network security.
Objectives:

A. Explain the function of hardware and software security devices.
B. Explain common features of a firewall.
C. Explain common methods of network access security.
D. Explain common methods of user authentication.

-32-

Unix/Linux Operating System

Catalog
Programs
Courses by Title
Courses by Number
Policies
Related Resources

Course Number	CST 126
Credits	2
Lab Hours	0
Lecture Hours	30
Course Description	Provides a basic orientation to the Unix and Linux Operating Systems. Emphasizes how to create, display, copy and print files. Includes how to work with directories, and how to connect to the Internet. Credit may be earned in CST 126 or CIS 109, but not both (30-0)

View Printer Friendly Version

Outcomes and Objectives

Recognize and know how to use some common commands of UNIX.
Objectives:

A. Recognize and be able to issue commands available with all Shells of Unix.

B. Learn the History of Unix as an Operating System and why it's still in use.

C. Learn how to use the online Manuel

Learn how to use common editors
Objectives:

A. Importance of vi will be stressed

B. student will be introduced to pico as an alternative to vi

Learn how to use some of the common commands in file maintenance
Objectives:

A. Recognize how to use who, ou, ls, wc, sort, cat, colrm, tr, cut, paste, w, grep and lpansi

B. Be able to use Redirection and Pipes

C. Recognize how to use wildcards with the above commands

Be able to create directories and subdirectories
Objectives:

A. Be able to change and work with all directories

B. Be able to work with files in various directories

Recognize and write Alias and Script Files
Objectives:

A. Be able to use and control Aliases.

B. Be able to use if, do and case in Script files

Learn how to use Pine for email
Objectives:

A. Understand how to set up your Address file

B. Be able to compose and reply to email

C. Learn how to set up a .signature and .plan file

Know how to control the Processing of a program
Objectives:

A. Understand how to control whether a program runs in foreground or background

B. Understand how to terminate jobs

1961 Delta Road, University Center MI 48710 | 989-686-9000 | info@delta.edu
Delta College is an Equal Opportunity Organization, committed to excellence through inclusiveness and diversity.
Copyright © 2015

-33-

BAY COUNTY
PERSONNEL DEPARTMENT

Thomas L. Hickner
County Executive

Tim Quinn, Director
quinnt@baycounty.net
(989) 895-4098 (T)
(989) 895-2076 (F)

Tiffany Jerry, Payroll/Benefits Supervisor
jerryt@baycounty.net
(989) 895-4032 (T)
(989) 895-2076 (F)

Rebecca Marsters, Retirement Administrator/Accountant
marstersr@baycounty.net
(989) 895-4043 (T)
(989) 895-2076 (F)

Jeanie Deckert, Wellness Coordinator
deckertj@baycounty.net
(989) 895-4087 (T)
(989) 895-2076 (F)

Becky Smutek, Payroll Clerk
smutekb@baycounty.net
(989) 895-4044 (T)
(989) 895-2076 (F)

To: Kim Coonan, Chair, Ways and Means

From: Tim Quinn, Director, Personnel and Employee Relations

Re: Wellness Budget Adjustment

Date: April 29, 2015

Request

Wellness Budget increase to reimburse Bay County employees for step trackers, such as a Fitbit. Increase of $10,000 in the athletic supplies line item in the wellness budget.

Background

Employees will be encouraged to purchase a Fitbit or a similar product to track their steps over a set 12 week period. They will need to achieve 700,000 steps during the 12-week period and obtain a log of their steps, which can be directly downloaded to a website, such as Fitbit.com. This is not a small challenge: 700,000 steps amounts to about 3.5 miles per day, seven days a week for 12 weeks. In most cases it takes someone doing an activity for 30 days to form a habit, we are confident that this wellness effort will have a positive impact on numerous employees, resulting in a long-term reduction in chronic illnesses.

Last summer, we had a group who informally walked at lunchtime on a 2.7-mile circuit. This should enhance that activity.

After achieving the required steps in the 12 week period the employee would be reimbursed for half of the purchase price, not to exceed $65.00 per employee.

We would also publicize the results on an on-going basis during the twelve-week period. Those employees not wishing to be identified would be listed as anonymous, but their progress would be shown nevertheless. At the end, we would give away a prize to the winner. We anticipate a donor giving us a new mini IPad for this purpose, but if not, we would purchase one.

We have undertaken a series of wellness efforts, such as the Wellness Center, educating employees on various health conditions, establishing fitness classes, making fitness equipment available onsite, quarterly lunch and learns, and offering reimbursements for fitness events.

The reason for the request is to try to incentivize even greater employee participation in wellness to promote lifestyle changes to improve health. Fourteen percent of all deaths in the United States are attributed to poor diets and/or sedentary lifestyle.

Additionally, we will have a step challenge during the winter months. This challenge will encourage employees to be active and motivate them to achieve the recommended 8,000-10,000 steps a day. We anticipate having similar challenges in future years to keep employees motivated and aware of the benefits of being active.

In the long run, greater participation in wellness efforts will reduce the costs of chronic and catastrophic illness, as well as to reduce our overall claim costs to BCBS and EHIM. Promoting lifestyle changes not only improves health, people are more motivated, have a higher morale, and decreases absenteeism.

Finances

A budget adjustment in the amount of $10,000 is required. Although it would be a good problem to have, we do not anticipate that we would have the participation that would exhaust this amount. This amount would be used to fund the current initiative as well as the upcoming fall / winter program.

Recommendation

Move this to the Board of Commissioners meeting in May for approval.

cc: Tom Hickner
Crystal Hebert
Kim Priessnitz
Deb Russell
Tiffany Jerry
Jeanie Deckert

No. 2015-

BAY COUNTY BOARD OF COMMISSIONERS

5/12/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (5/5/15)

WHEREAS, Bay County has undertaken a series of wellness efforts, such as the Wellness Center, educating employees on various health conditions, establishing fitness classes, making fitness equipment available onsite, quarterly lunch and learns, and offering reimbursements for fitness events; and

WHEREAS, In an effort to continue and encourage the wellness efforts and to incentivize even greater employee participation in wellness to promote lifestyle changes to improve health, employees will be encouraged to purchase a Fitbit or a similar product to track their steps over a set 12-week period. They will need to achieve 700,000 steps during the 12-week period and obtain a log of their steps, which can be directly downloaded to a website, such as Fitbit.com. This is not a small challenge: 700,000 steps amounts to about 3.5 miles per day, seven days a week for 12 weeks. This wellness effort will have a positive impact on numerous employees, resulting in a long-term reduction in chronic illnesses; and

WHEREAS, After achieving the required steps in the 12-week period the employee would be reimbursed for half of the purchase price of the tracking product, not to exceed $65.00 per employee; and

WHEREAS, Last summer, Bay County had a group who informally walked at lunchtime on a 2.7-mile circuit and this recommendation should enhance that activity; and

WHEREAS, Fitness challenges will be instituted with occasional prizes being offered to keep employees motivated and aware of the benefits of being active. Fourteen percent of all deaths in the United States are attributed to poor diets and/or sedentary lifestyle. Promoting lifestyle changes not only improves health, people are more motivated, have higher morale, and decreased absenteeism; and

WHEREAS, In the long run, greater participation in wellness efforts will reduce the costs of chronic and catastrophic illness, as well as to reduce Bay County's overall claim costs to BCBS and EHIM; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners appropriates $10,000 from Fund Balance to be added to the Athletic Supplies line item in the Wellness budget for continuing employee wellness efforts.

KIM COONAN, CHAIR
AND COMMITTEE

Wellness Program - $10,000 Budget Adjustment

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_____

36

No. 2015-

BAY COUNTY BOARD OF COMMISSIONERS

5/12/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (5/5/15)

RESOLVED That the Bay County Board of Commissioners hereby approves the claims against the County as follows:

ACCOUNTS PAYABLE:

4/15/15	$ 653,410.33
4/16/15	$ 1,000.00
4/22/15	$ 395,439.16
4/29/15	$ 710,772.56

HOUSING (Center Ridge Arms):

04/09/15	$ 3,872.53
04/29/15	$ 38,280.28

***Received after Ways and Means Committee consideration.**

KIM COONAN, CHAIR
AND COMMITTEE

Payables-April

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_____

Analysis of General Fund Unreserved/Undesignated Fund Balance 2015

Report Date: 4/29/2015

Description	Journal Number	2015 Fund Balance
Estimated Unaudited Assigned Fund Balance or (Deficit)12/31/2014		$6,800,860
Reverse previous years Assigned Fund Balance *		$0
Assigned Fund Balance or (Deficit)		$6,800,860
2015 Budgeted Surplus /(Deficit)		-$445,055
BUDGET ADJUSTMENTS POSTED IN JANUARY THROUGH APRIL 2015		
Purchase a bed liner for the 2006 Sterling dump truck	15-02-0253	-$1,600
To purchase a 2006 Sterling dump truck	15-02-0068	-$48,500
Increase Corp.Counsel budget for reorganization to Dept head and pay grade PN12	15-02-0004	-$7,698
Increase Corp. Counsel budget to fund the Assistant Corp. Counsel position	15-02-0003	-$53,928
Civic Arena's purchase of skates & helments funding source Bay Foundation	15-02-0002	-26,072
Budget for the repair of the southside elevator in County building	15-03-0026	-22,000
Increase GIS budget for enhanced LiDAR data Aerial Photography project	15-03-0002	-42,750
Correct GIS budget error revenue was entered a debit for 100. should be 200. credit	15-04-0049	300
Correct budget error health contribution under wrong activity	15-04-0011	2,152
Increase Sheriff budget for a replacement vehicle due to an accident	15-04-0365	-16,400
Increase budget for special audit	15-04-0312	-20,000
Increase Community Center budget for replacement of gym floor	15-04-0097	-30,000
Incr. Animal Control budget from rolled over 2014 money for remaining radios costs	15-04-0012	-1,918
April 28, 2015		-268,414
Assigned Fund Balance or (Deficit) 4/28/2015		$6,087,391

BAY COUNTY
FINANCE/INFORMATION SYSTEMS
Crystal A. Hebert
Finance Officer
hebertc@baycounty.net

Thomas L. Hickner
Bay County Executive

Kimberly A. Priessnitz
Assistant Finance Officer
priessnitzk@baycounty.net

Frances A. Moore
Purchasing/Housing Rehab
mooref@baycounty.net

Julie A. Coppens
Information Systems Manager
coppensj@baycounty.net

TO: Kim Coonan, Chairperson
Ways & Means Committee

FROM: Crystal Hebert CH
Finance Officer

RE: Executive Directive #2007-11

DATE: April 29, 2015

REQUEST:
Please place this memo on the May 5, 2015, agenda for your committee's information.

BACKGROUND:
On April 9, 2015 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

BAY COUNTY
FINANCE/INFORMATION SYSTEMS
Crystal A. Hebert
Finance Officer
hebertc@baycounty.net

Thomas L. Hickner
Bay County Executive

Kimberly A. Priessnitz
Assistant Finance Officer
priessnitzk@baycounty.net

Frances A. Moore
Purchasing/Housing Rehab
mooref@baycounty.net

Julie A. Coppens
Information Systems Manager
coppensj@baycounty.net

TO: Kim Coonan, Chairperson
Ways & Means Committee

FROM: Crystal Hebert CH
Finance Officer/Information Systems

RE: Annual Maintenance Renewal - Tyler Munis Software

DATE: April 27, 2015

REQUEST:
Authorize the Board Chairman to sign the renewal agreement for maintenance and support for the Tyler Munis financial software.

BACKGROUND:
Renewal agreements for maintenance are a customary way for software companies to provide routine upgrades to software. We are in receipt of the agreement and renewal invoices, based on the contract with Tyler Munis support increase at 5% annually.

ECONOMICS:
The combined total annual cost of the invoices is $133,011.26, which was budgeted in 2015.

RECOMMENDATION:
Authorize the Board Chairman to sign this and future yearly Tyler Munis renewal agreements subject to approval as to form by Corporation Counsel, so long as funds have been budgeted to cover said expense.

c: Tom Hickner
Bob Redmond
Tim Quinn
Julie Coppens

515 Center Avenue, Suite 701, Bay City, MI 48708-5128
TEL (989) 895-4030 TDD (989) 895-4049 FAX (989) 895-4039
www.baycounty-mi.gov

No. 2015-

BAY COUNTY BOARD OF COMMISSIONERS

5/12/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (5/5/15)

WHEREAS, The annual Maintenance Agreement for Tyler Munis software has been submitted; and

WHEREAS, The annual cost is $133,011.26 and funds have been budgeted in the ISD budget for this expense; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves renewal of the annual Maintenance Agreement for Tyler Munis software and authorizes the Chairman of the Board to execute said Agreement and future yearly Tyler Minis renewal agreements, providing funds are budgeted for this expense, 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/ISD - Tyler Munis Software Maintenance Agreement

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_____

41

No. 2015-

BAY COUNTY BOARD OF COMMISSIONERS

5/12/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (5/5/15)

WHEREAS, John C. Keuvelaar, Probate Judge, is requesting acceptance of his retirement from the Bay County (Prosecutor's Office) effective March 30, 2015 as well as a waiver of the Bay County Personnel Policy (Rule 14 - 14.6 and Rule 16 - 16.1) relative to 30-day retirement notice to preserve his retiree health insurance benefit; and

WHEREAS, On March 18, 2015 John C. Keuvelaar was appointed Bay County Probate Judge by Governor Snyder and, as a result, Judge Keuvelaar decided to assume the bench on March 30, 2015, unaware that this was considered a retirement requiring a 30-day notice to preserve health benefits in retirement; and

WHEREAS, Judge Keuvelaar's decision was based on the urgent need to take the bench to address many employment and vacancy issues as well as the continued impact on the District and Probate Court dockets, a delay would have continued to create a hardship; and

WHEREAS, Given his length of service to Bay County working as an Assistant Prosecutor (27 years, 7 months), Judge Keuvelaar feels his request is reasonable and will not have a negative financial impact to the County; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners hereby accepts John C. Keuvelaar's retirement from the Bay County (Prosecutor's Office) effective March 30, 2015; Be It Further

RESOLVED That the Bay County Board of Commissioners waives the Bay County Personnel Policy, Rule 14 - 14.6 and Rule 16 - 16.1, as it pertains to John C. Keuvelaar's retirement from Bay County, effective March 30, 2015.

KIM COONAN, CHAIR
AND COMMITTEE

John C Keuvelaar - Retirement from Bay County - Retiree Health Benefits

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_____

-42-