

**WAYS AND MEANS COMMITTEE
AGENDA
TUESDAY, FEBRUARY 1, 2011**

4:00 P.M.

COMMISSION CHAMBERS, FOURTH FLOOR, BAY COUNTY BUILDING

PAGE NO.

- I CALL TO ORDER
- II ROLL CALL
- 1- 2 III MINUTES (1/4/11)
- IV PUBLIC INPUT
- V PETITIONS AND COMMUNICATIONS
- 3 A. Bay County Fair Board - Grandstands **(Seeking reconsideration of decision to demolish canopy and steel bleachers north of Fairgrounds grandstand.)**
- 4 B. U. S. Department of Housing and Urban Development - Assessment of Center Ridge Arms **(Receive)**
- C. Commissioner Vaughn Begick
- 5 1. Addition of Omitted Names of Civil War Veterans on County's Memorial Wall
- 6 2. Support for Walk for Warmth Event - 2/26/11
- 7- 9 D. Bay County Sheriff - Travel Request **(Seeking approval of Christopher Mausolf's travel request to Huntsville, Alabama for 27th Annual National Symposium on Child Abuse)**
- 10-12 E. Assistant County Executive - FY2010 Citizen Corps Program Agreement **(Seeking approval of Grant Agt. - proposed resolution attached)**
- 13-14 F. Corporation Counsel - Ordinances **(Seeking approval of following Ordinances - proposed resolutions attached:**
- 15-22 1. Pawnbroker
- 23-34 2. Secondhand and Scrap Dealer
- 35-37 G. Director of Environmental Affairs/Community Development - Saginaw Bay Improvement Grants **(Seeking authorization to make application for available grant funding as funding opportunities arise - proposed resolution attached)**
- H. Mosquito Control
- 38-40 1. Control Material Bids **(Seeking approval of bid awards as recommended - proposed resolution attached)**
- 41-42 2. Scrap Tire Project **(Seeking approval of 2011 Scrap Tire Project/Agreement w/ Environmental Rubber Recycling, Inc. - proposed resolution attached)**
- 43-45 3. Light Trap Data Collectors Agts. **(Seeking approval of Light Trap Data Collector's Contracts with various individuals - proposed resolution attached)**

- 46-47 I. Gypsy Moth Program Coordinator - Emerald Ash Borer Treatment Program (Seeking authorization to enter into agreements with application firms based on bid results for EAB Treatment Program - proposed resolution attached)
- 48-49 J. Financial Analyst - Sharing Public Services Initiative (Seeking approval of Agreement w/MSUE for information gathering, mapping and analysis of Crime and Law Enforcement Services in Bay County - proposed resolution attached)
- K. Personnel and Employee Relations/Finance
- 50-53 1. Reimbursement of Accrued Sick Leave Time and Vacation Pay to Mark Janer (Seeking authorization to reimburse Mark Janer for accrued time pursuant to past practice - proposed resolution attached)
- 54-57 2. Vacancies (Seeking authorization to post/fill Account Clerk III vacancy in Treasurer's office as well as a temporary Account Clerk position for up to 60 days and to post/fill a Master Electrician vacancy in the Buildings and Grounds Department - proposed resolution attached)
- 58-60 3. Tuition Reimbursement - Jill McKeon (Treasurer's Office) (Receive)
- 61-66 4. Tuition Reimbursement - Lt. Troy Cunningham (Sheriff Dept.) (Seeking concurrence with Sheriff's approval of tuition reimbursement)
- 67-78 5. Budget Adjustments - Various (Seeking approval of budget adjustment resolution)
- 79-80 6. Analysis of General Fund Unreserved/Undesignated Fund Balance 2010 (Receive)
- 81 7. 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, JANUARY 4, 2011, FOURTH FLOOR, BAY COUNTY BUILDING.

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

ROLL CALL:

MOTION NO.

COMMISSIONERS PRESENT:		1	2	3	4	5	6	7	8	9	10	11	12
ERNIE KRYGIER, CHRMN	P	Y	Y	Y	Y	Y	Y						
KIM COONAN, V.CHRMN.	P	Y	S/Y	Y	M/Y	Y	Y						
MICHAEL J. DURANCZYK	P	M/Y	Y	S/Y	Y	S/Y	S/Y						
BRANDON KRAUSE	P	Y	Y	Y	Y	Y	Y						
VAUGHN J. BEGICK	P	Y	Y	Y	Y	Y	Y						
JOE DAVIS		E	X	C	U	S	E	D					
TOM RYDER	P	Y	Y	Y	Y	Y	Y						
CHRISTOPHER RUPP	P	Y	Y	Y	Y	Y	Y						
DONALD J. TILLEY, EX OFFICIO	P	S/Y	M/Y	M/Y	S/Y	M/Y	M/Y						

MOTION NO.

COMMISSIONERS PRESENT:		13	14	15	16	17	18	19	20	21	22	23	24
ERNIE KRYGIER, CHRMN													
KIM COONAN, V.CHRMN.													
MICHAEL J. DURANCZYK													
BRANDON KRAUSE													
VAUGHN J. BEGICK													
JOE DAVIS													
TOM RYDER													
CHRISTOPHER RUPP													
DONALD J. TILLEY, EX OFFICIO													

MOTION NO.

COMMISSIONERS PRESENT:		25	26	27	28	29	30	31	32	33	34	35	36
ERNIE KRYGIER, CHRMN													
KIM COONAN, V.CHRMN.													
MICHAEL J. DURANCZYK													
BRANDON KRAUSE													
VAUGHN J. BEGICK													
JOE DAVIS													
TOM RYDER													
CHRISTOPHER RUPP													
DONALD J. TILLEY, EX OFFICIO													

OTHERS PRESENT: T.HICKNER; M.FITZHUGH; C.HEBERT; J.MILLER; L.LOGAR; R.REDMOND; BAY 3 TV; D. BERGER

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

- / -

**WAYS AND MEANS COMMITTEE
TUESDAY, JANUARY 4, 2011
PAGE 2**

MOTION NO.

- 1 MOVED, SUPPORTED AND CARRIED TO APPROVE THE MINUTES OF THE DECEMBER 7, 2010 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 a Memorandum of Understanding between the Michigan Department of Transportation (MDOT), the Bay City Area Transportation Study (BCATS), and Bay Metro Transit (BMT) detailing the activities, roles and responsibilities of MDOT, BCATS and BMT for FY 2011. It was

- 2 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION APPROVING THE MEMORANDUM OF UNDERSTANDING.**
- 3 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED BUDGET ADJUSTMENT RESOLUTION.**
- 4 MOVED, SUPPORTED AND CARRIED TO RECEIVE THE ANALYSIS OF GENERAL FUND UNRESERVED/UNDESIGNATED FUND BALANCE FOR 2010.**
- 5 MOVED, SUPPORTED AND CARRIED TO RECEIVE EXECUTIVE DIRECTIVE #2007-11.**

Committee Chair Krygier requested additional information on how many agencies are grantors to Bay County. Assistant Finance Director Crystal Hebert indicated she would provide that information.

Robert Redmond, the Board's Financial Analyst, indicated that an additional budget adjustment to cover the actuarial study relating the possible early retirement incentive will be provided at the Board meeting.

There being no further business, it was

- 6 MOVED, SUPPORTED AND CARRIED TO ADJOURN (4:05 P.M.).**

Submitted by:

Deanne Berger

Deanne Berger
Board Coordinator

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P.O. Box 633
Bay City, MI 48707-0633
(989) 895-3744

Email: baycountyfair@yahoo.com website: baycountyfair.com

"SHOWCASING THE YOUTH OF BAY COUNTY"

Date: January 23, 2011
To: To Bay County Board of Commission - Ways and Means
From: Bay County Fair Board
Subject: Grandstands

The Bay County Fair Board was informed around mid October 2010, in a meeting with Rick Pabalis, of the issues with the grandstands. At that time we requested a copy of the inspection letter so the Fair Board could look into 2nd opinion. We have still not received that inspection paperwork, so we have not been able to contact any inspector.

This past week, we were informed that the county was starting demolition of canopy and steel bleachers north of grandstand in April, and that our 1st race for year would have to be cancelled.

From our vantage point, if the canopy can be repaired, then historically that should be looked at. As for steel bleachers that are north of grandstand, those are being demolished due to not being secured to cement pillars, so we have been told, still no inspection report.

The Bay County Fair Board believes in "Showcasing All Aspects of Bay County" including Historical Landmarks.

We know times are tight with budgets. We would like the Commission to look into this before tearing down one of the County's Landmarks.

I would gladly sit down with members of Commission and discuss this issue.

Leo Bouchard- President Bay County Fair Board
Cell - 989-239-3106



U. S. Department of Housing and Urban Development
OFFICE OF PUBLIC AND INDIAN HOUSING
REAL ESTATE ASSESSMENT CENTER

Report Date: 1/21/2011

Public Housing Assessment System (PHAS) Score Report for the Transition Year

PHA Code	MI166
PHA Name	Bay County Housing Department
Fiscal Year End	12/31/2009

PHAS Indicators	Score	Maximum Score
Physical	27	30
Financial	30	30
Management	28	30
Resident	7	10
PHAS Total Score	92	100
PHAS Designation	High Performer	

Initial PHAS score issued date: 9/24/2010

Financial Sub-Indicators	Score	Maximum Score
1. Current Ratio	9.00	9.00
2. Months Expendable Funds Balance	9.00	9.00
3. Tenant Receivable Outstanding	4.05	4.50
4. Occupancy Loss	4.50	4.50
5. Net Income	1.50	1.50
6. Expense Management	1.50	1.50
Less: Audit Penalties	0.00	
Total Financial Score	29.55	30.00

Notes:

1. The sum of the sub-indicator scores may not equal the overall score due to rounding.
2. PCNE adjustment will not display in REAC's on-line system.
3. REAC on-line system may display data which is more current than the data shown on this Score Report.

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BAY COUNTY BOARD OF COMMISSIONERS

02/08/11

RESOLUTION

BY: VAUGHN BEGICK, 3RD DISTRICT COUNTY COMMISSIONER

WHEREAS, Bay County has a Memorial Wall on the front lawn of the Bay County Building that has the names inscribed of those veterans from Bay County who have been killed in service to their country; and

WHEREAS, It has recently been discovered through historical record searches that several names of Civil War veterans from Bay County who were killed in service to their country are not listed on the wall; and

WHEREAS, A group of citizens from the Civil War Roundtable organization would like the omitted names added to the Memorial Wall and have undertaken fundraising efforts to ensure that this is accomplished; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners authorizes the addition of the names of omitted Civil War veterans to the Memorial Wall with the balance of funding required to come from Fund Balance.

VAUGHN BEGICK

3RD DISTRICT COUNTY COMMISSIONER

Begick - Memorial Wall - Civil War Veterans

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Joe Davis				Tom Ryder			
Brandon Krause				Ernie Krygler				Christopher Rupp			
Vaughn J. Begick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____

AMENDED _____ CORRECTED _____ REFERRED _____

BAY COUNTY BOARD OF COMMISSIONERS

02/08/11

RESOLUTION

BY: VAUGHN BEGICK, 3RD DISTRICT COUNTY COMMISSIONER

WHEREAS, Bay County is part of the Mid-Michigan Community Action Agency region and has representation on their Board of Directors; and

WHEREAS, Bay County residents, who are in need, receive assistance from government funding and other fundraising such as the annual Walk for Warmth to help them with emergency home heating needs from MMCAA; and

WHEREAS, The annual Walk for Warmth will be held on Saturday, February 26, 2011 at Messiah Lutheran Church, 501 South Catherine Street, with registration at 9:00 a.m. and the Walk at 10:00 a.m.; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners supports the activities of the MMCAA and encourages residents to participate in the Walk by attending the Walk for making pledges for those walking. This can be done by visiting the local office of MMCAA at 111 Washington Avenue in Bay City or calling them at 894-9060. The e-mail address for MMCAA is contactus@mmcaa.org.

VAUGHN BEGICK

3RD DISTRICT COUNTY COMMISSIONER

Begick - 2011 Walk for Warmth

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Joe Davis				Tom Ryder			
Brandon Krause				Ernie Krygier				Christopher Rupp			
Vaughn J. Begick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____

AMENDED _____ CORRECTED _____ REFERRED _____

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BAY COUNTY
TRAVEL REQUEST

****SEE ATTACHED****

Person Traveling: Christopher Mausolf Vendor Number: 34048

Destination: Huntsville, Alabama

Purpose: 27th Annual National Symposium on Child Abuse

Departure: Date: 3/27/11 Time: _____ Return: Date: 3/31/11 Time: _____

Distribution		Total
Meals/Lodging/Fees: *ALL EXPENSE PAID*	861.00	\$ _____
Local Travel Mileage:	866.00	\$ _____
State Travel Mileage:	865.00	\$ _____
	miles	\$/mile

Funds exist within our Departmental Budget and this trip was itemized and approved in our current year budget (Budgeted funds will not be exceeded).

Funds exist within Departmental Budget; however, this trip was not specifically programmed into our budget (Budgeted funds will not be exceeded).

If approved, I request an advance of \$ _____ with the understanding that all unused advanced monies will be remitted to the County Treasurer within five (5) working days of return date. Furthermore, I authorize the County to deduct, from my pay, advances not repaid with the five (5) work day limit.

Christopher Mausolf
Employee Signature Date 3/27/11

J. E. Hill
Department Head/Elected Official Signature Date 1-6-11

SEND ALL COPIES TO THE COUNTY EXECUTIVE'S OFFICE FIRST

REVIEWED FOR APPROPRIATENESS OF REQUEST:

Approved Disapproved Date
County Executive

REVIEWED TO CONFIRM AVAILABILITY OF FUNDS:

Approved Disapproved Date
Finance Officer

For unbudgeted trips exceeding 300 air miles from Bay City or for trips which funds do not exist:

Trip is budgeted but funds do not exist within our Departmental Budget. I request consideration of the Ways and Means Committee of the attached written justification and proposed source of funding.

Unbudgeted trip, exceeding 300 air miles from Bay City. I request consideration of the Ways and Means Committee of the attached written justification and proposed source of funding

FOR BOARD OF COMMISSIONERS BY: (Initials of two (2) required)

Approved Disapproved Date
Chair, Board of Commissioners

Approved Disapproved Date
Vice-Chair, Board of Commissioners

Approved Disapproved Date
Chair, Ways and Means Committee



*Bay County Council for the Prevention of Child Abuse and Neglect
Nathan Weidner Children's Advocacy Center*

January 4, 2011

Dear Sheriff John Miller,

The Nathan Weidner Children's Advocacy Center has received a grant from Art Van to send a team of multidisciplinary team (MDT) members to the 27th Annual National Symposium on Child Abuse in Huntsville, Alabama. The symposium is scheduled for March 28th – 31, 2011. The symposium has workshops designed for law enforcement, protective services, prosecuting attorneys, and children's advocacy center staff. More information on the symposium can be found at www.nationalcac.org/symposium

The Art Van grant will provide for the symposium registration, flight, hotel, and food (at a per diem) for one MDT member from your agency. The Nathan Weidner Children's Advocacy Center will schedule/register and pay for the training expenses. Your agency will be responsible for any costs incurred (cancelled registration fee, cancelled airfare, etc) if the chosen MDT member cancels at anytime.

It is your choice who attends the symposium, but it is requested that you send someone who has been involved in case review and who is involved in investigating CSC cases. Detective Chris Mausolf has been representing the BCSO at case review.

If you are interested in sending a MDT member from your agency to the Huntsville Symposium in March 2011, please fill out the attached form and fax it back to me as soon as possible, but no later than January 31, 2011. If you are unable to send anyone, please call ((989) 671-1345) or email (krojill@sbcglobal.net) me to let me know.

If you have any questions or concerns, please contact me at (989) 671-1345.

Sincerely,

Jill A. Krol
Forensic Interviewer

RECEIVED

JAN 06 2011

**BAY COUNTY
SHERIFF'S OFFICE**



Children's Trust Fund

715 North Euclid Avenue • Bay City, Michigan 48706

(989) 671-1355 (CAN Council) • (989) 671-1345 (Advocacy Center) • (989) 671-2365 Fax

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**Bay County Council for the Prevention of Child Abuse and Neglect
Nathan Weidner Children's Advocacy Center**

Date: January 6, 2011

I agree to send one MDT member from my agency, Bay County Sheriff's Office to the 27th Annual National Symposium on Child Abuse in Huntsville, Alabama. I understand the training is scheduled on March 28 - 31, 2011 and my staff member will travel on Monday, March 28, 2011 and return home on Thursday, March 31, 2011.

The MDT/Staff member that will be attending the 27th Annual National Symposium on Child Abuse is Christopher Mausolf. I understand the Nathan Weidner Children's Advocacy Center will pay for airfare, symposium registration, a hotel room for 3 nights, and a per diem for food for 4 days from a grant the agency received from Art Van.

My agency, Bay County Sheriff's Office agrees to reimburse the Nathan Weidner Children's Advocacy Center for any costs incurred by canceling our MDT member's attendance. The costs may include, but are not limited to, canceling symposium registration, canceling airfare, and cancelled hotel fees.

John E. Miller, Sheriff Bay County Sheriff's Office

Name, Title, and Agency

January 6, 2011
Date

**Please fax back to (989) 671-2365, Attention: Jill Krol
No later than Friday, January 14, 2011**



715 North Euclid Avenue • Bay City, Michigan 48706

(989) 671-1355 (CAN Council) • (989) 671-1345 (Advocacy Center) • (989) 671-2365 Fax

**BAY COUNTY
Administrative Service**

**Michael K. Gray,
Assistant County Executive for
Recreation & Administrative Services**
graym@baycounty.net

515 Center Avenue
Bay City, Michigan 48708

Phone (989) 895-4130
Fax (989) 895-7658
TDD (989) 895-4049
<http://www.co.bay.mi.us/>



**Thomas L. Hickner
County Executive**

ANIMAL CONTROL
Michael Halstead, Manager
halsteadm@baycounty.net

BUILDINGS & GROUNDS
Richard Pabaliss, Superintendent
pabalissr@baycounty.net

INFORMATION SYSTEMS
Robert Super, Director
superr@baycounty.net

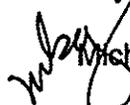
PURCHASING
Frances Horgan, Purchasing Agent
horganf@baycounty.net

RECREATION
Brent Golk, Recreation & Clubhouse Supervisor
golkb@baycounty.net

MEMORANDUM

DATE: January 10, 2011

TO: Mr. Ernie Krygier, Chairperson Ways & Means Committee
Bay County Board of Commissioners

FROM:  Michael K. Gray, Assistant County Executive for Recreation & Administrative Services

SUBJECT: FY 2010 Citizen Corps Program Grant Agreement

Background:

The state of Michigan has been allocated \$336,470 in Citizen Corps grant dollars for FY10.

The state of Michigan Citizen Corps Focus Group recommended Region 3 receive a little over 10.4% or \$35,178. The grant runs from August 1, 2010 through April 30, 2013. Region 3 consists of 14 counties which Bay County is part of. The Citizen Corps Committee has been asked to focus on maintaining and strengthening current citizen corps teams on local levels, develop new teams where local demand is, as well as continue preparation of overall disaster initiatives in the Region by utilizing local media to promote personal preparedness.

Bay County has carried the role of Fiduciary for the FY 2006, 2007, 2008 & 2009 Homeland Security Grant Program (SHSGP) and CCP grants as well.

Economics:

The amount of the grant is \$35,178 with a 5% allowable reimbursement for M & A for the county. There is no cost to the county, including no requirement for match funds.

Recommendation:

That the Bay County Board of Commissioners authorize Bay County to act as the fiduciary agent for Region 3. That the Board of Commissioners Chairman be authorized to sign the grant contract, based on a review and approval as to form by Corporation Counsel, and that all required budget adjustments for administering the funds of the grant be approved.

cc: Tom Hickner Pat Bostick
 Tim Quinin John West
 Crystal Hebert Andrea Szymanski
 Marty Fitzhugh Citizen Corps Committee

BAY COUNTY BOARD OF COMMISSIONERS

02/08/11

RESOLUTION

- BY: WAYS AND MEANS COMMITTEE (2/1/11)
- WHEREAS, The State of Michigan has been allocated \$336,470 in Citizen Corps grant dollars for FY2010; and
- WHEREAS, The State of Michigan Citizen Corps Forum Group recommended Region 3, which consists of 14 counties including Bay County, receive a little over 10.4% or \$35,178; and
- WHEREAS, The grant runs from August 1, 2010 through April 30, 2013 and the Citizen Corps Committee has been asked to focus on maintaining and strengthening current citizen corps teams on local levels, develop new teams where local demand is, as well as continue preparation of overall disaster initiatives in the Region by utilizing local media to promote personal preparedness; and
- WHEREAS, Bay County has assumed the role of Fiduciary for the FY 2006, 2007, 2008 & 2009 Homeland Security Grant Programs (SHSGP) and the CCP grants as well; and
- WHEREAS, There is no cost to the County including no requirement for matching funds; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners authorizes Bay County to act as the fiduciary agent for Region 3; Be It Further
- RESOLVED That the Chairman of the Board is authorized to sign the grant contract and all related documents on behalf of Bay County following legal review/approval; Be It Finally
- RESOLVED That budget adjustments required related to this grant are approved.

ERNIE KRYGIER, CHAIR
AND COMMITTEE

Adm Serv - FY 2010 Citizen Corps Program Grant Agt

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Joe Davis				Tom Ryder			
Brandon Krause				Ernie Krygier				Christopher Rupp			
Vaughn J. Begick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____
VOICE: YEAS _____ NAYS _____ EXCUSED _____

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DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____

DEPARTMENT OF CORPORATION COUNSEL

BAY COUNTY

MARTHA P. FITZHUGH
Corporation Counsel/Risk Manager

THOMAS L. HICKNER
County Executive

DEBRA A. RUSSELL
Legal Coordinator/Administrative Assistant
russell@baycounty.net

**TO: CHAIRPERSON ERNIE KRYGIER AND
THE WAYS AND MEANS COMMITTEE**

FROM: CORPORATION COUNSEL MARTY FITZHUGH *MF*

DATE: JANUARY 26, 2011

RE: AUTHORIZATION OF NEW ORDINANCES REQUESTED

BACKGROUND:

Following inquiries from the Board Chair and the Sheriff, attached are two draft ordinances for the Committee's consideration: the Bay County Pawnbroker Ordinance and the Bay County Secondhand and Scrap Dealer Ordinance. Sheriff Miller indicated that such ordinances will assist him in law enforcement.

The City of Bay City already regulates these businesses and recently updated their codes in this area. Outside the City, enforcement has been based upon State law with these out-county businesses growing in numbers and no active licensing process in place. Michigan law prohibits the County from regulating the City of Essexville due to its population and prohibits regulation of other townships, cities and villages that have established a license fee between \$50 and \$500.

The law specifies a primary role for the County Executive in implementing these administrative procedures. In our Ordinance, the Sheriff's Office replaces the Bay City Police Department. Aside from that, I have made few changes to the procedures followed in the City of Bay City so we have an opportunity for coordinated enforcement.

RECOMMENDATION:

That the Ways and Means Committee refers these Ordinances to the full Board of Commissioners in accordance with Article XIII of the Rules of the Bay County Board of Commissioners. The Board first deliberates and then either rejects the ordinances or schedules a public hearing at the next Board meeting which must be more than 13 days later. (Rule attached). Changes to the document can be made during this process.

515 Center Avenue, Suite 402, Bay City, MI 48708-5125 (989) 895-4131
FAX (989) 895-2094 TDD (hearing impaired) (989) 895-4049

ARTICLE XIII - ORDINANCES

1. When adopting or amending Ordinances, the Board shall adhere to the limitations provided by State law, MCLA 46.11 (m).
2. Unless this rule has been suspended by the Board in accordance with Rule XXI, the Board shall use the following procedure in the amendment or adoption of an ordinance:
 - A. The proposed ordinance or amendment of an ordinance shall come to the Board in writing from an appropriate sponsoring Committee with an accompanying resolution requesting that the matter be considered by the full Board (the resolution need not be in support of the proposed ordinance or proposed amendment of an ordinance).
 - B. The Board may reject any further consideration of the matter at the first meeting.
 - C. If the Board chooses to give further consideration to the ordinance or amendment of an ordinance, it shall hold a public hearing at its next meeting (provided that the next meeting is no less than thirteen (13) days thereafter). The Board Coordinator shall ensure that notice of the public hearing is placed for three (3) consecutive days in a daily newspaper of general circulation throughout Bay County, with the last date of publication of the notice being no later than seven (7) calendar days after the Board meeting at which the ordinance or amendment or an ordinance was proposed for consideration.
 - D. At the meeting which includes the public hearing, the Board shall receive the input and suggestions of all interested persons and groups, orally and/or in written form. The Board shall take no action on the ordinance or the amendment of an ordinance at the meeting at which the public hearing is held, but shall refer it to the appropriate Committee and to counsel in order to consider and evaluate the input and suggestions provided by the public or Commissioners at the public hearing.
 - E. The Board Coordinator shall publish a notice like that described above in subparagraph (C) to the effect that the Board of Commissioners will be voting on the final passage of the ordinance or the amendment of an ordinance at its next meeting, which notice shall indicate the date of the meeting.
 - F. If the Committee to which the ordinance or amendment of ordinance was referred and counsel completed all changes deemed appropriate by them in view of the input and suggestions received at or before the public meeting, the final version of the ordinance or the amendment of an ordinance shall be placed before the Board of Commissioners at its next meeting with an accompanying resolution from the committee (the resolution need not be in support of the proposed ordinance or proposed amendment of an ordinance).
 - G. Before adoption of the ordinance or the amendment of an ordinance at the third meeting of the Board of Commissioners at which the matter is before the Board for consideration, the Chairperson shall inquire of the Board Coordinator and determine that all of the above required procedures have been followed before proceeding to a roll call vote on final adoption of the ordinance or the amendment of an ordinance.
 - H. If a delay occurs in any of the above procedures, such that the ordinance or amendment of an ordinance is not taken up for consideration at three consecutive meetings, the Chairperson shall state to the public the reason for the delay and the date of the next meeting to which the matter has been referred, which shall be reflected in the minutes of the Board.

The County of Bay ordains the Bay County Pawnbroker Ordinance which shall read as follows:

Sec. 30-331. Definitions.

The following words, terms and phrases, when used in this division, shall have the meaning ascribed to them in this Ordinance, except where the context clearly indicates a different meaning:

Pawnbroker means a person, corporation, member or members of a partnership, company or firm who lends money on deposit, or pledge of personal property, or other valuable thing, other than securities or printed evidence of indebtedness, or who deals in the purchasing of personal property or other valuable thing on condition of selling the same back again at a stipulated price.

Chief Executive Officer means for a county, the county executive pursuant to MCL 446.203(a)(iv).

Sec. 30-332. Pawnbrokers.

The Bay County Executive is designated and authorized to issue, suspend, and revoke licenses for persons, corporations, partnerships, companies or firms to carry on the business of a pawnbroker pursuant to 1917 PA 273, as amended, MCL 446.201 et seq., ("the Pawnbrokers Act.").

Sec. 30-333. License required; grounds for denial.

(a) No person, corporation, partnership, company or firm, or other entity located in the County shall carry on the business of a pawnbroker in this County without being licensed pursuant to the Pawnbrokers Act and this article and as approved under this Ordinance except that:

- (1) The County may not issue a license for a location within a city or village with a population greater than 3,000, including, but not limited to the City of Essexville and the City of Bay City.
- (2) The County may not issue a license for a location within a city or village with a population of 3,000 or less or within a township or charter township if that city, village, township, or charter township has established a license fee pursuant to MCL 446.202(5) which provides, "the governmental unit may fix the amount to be paid as the annual license fee at any amount not less than \$50.00 or more than \$500.00."

(b) The Bay County Executive may deny an application for a pawnbroker's license if the application is disapproved by one or more proper officers of the County, as

provided in this Ordinance, indicating that the applicant is unable to meet or continue to meet the requirements of the Pawnbroker's Act or any provision of this article.

(c) The County Executive may also deny an application for any reason identified in this Ordinance.

(d) If the County Executive denies the issuance of a license or a renewal thereof, a notice of denial including the reasons for the denial shall be mailed by first class mail to the applicant. If the application for a license has been denied, the applicant may appeal the denial by requesting a hearing pursuant to section 30-340 of this Ordinance, or may reapply at any time by submitting a new application and fee. The notice of denial shall provide that if the applicant wants to appeal the County Executive's decision, the applicant must request a hearing within 14 days pursuant to section 30-340 of this Ordinance.

(e) A pawnbroker license is not transferable.

Sec. 30-334. Investigation by Sheriff.

The application for license shall be referred by the County Executive to the Sheriff for approval, who shall obtain fingerprints from the applicant. The Sheriff shall conduct an investigation and file a report with the County Executive.

Sec. 30-335. License fees, bond and posting.

(a) The annual fees for a license under this division shall be those fees on file with the County Executive which have been approved by the County Commission. If the application is rejected, a portion of the fee paid, as determined by the County Executive, shall be retained by the County to cover processing costs.

(b) A bond shall be provided as set forth in the Pawnbrokers Act.

(c) All persons obtaining a license issued under this division shall place the license conspicuously in full public view.

Sec. 30-336. Application for license.

(a) Application for a pawnbroker's license shall be made in writing to the County Executive, who is authorized to create application forms and to receive and process applications and to thereafter grant, deny, suspend, or revoke said license as set forth in this Ordinance. Applications shall be on forms supplied by and to be filed with the County Executive. Such applications shall be signed and dated by the applicant or, if the applicant is not an individual, by an authorized representative of the entity. The application shall contain the following minimum information, plus any other information deemed necessary by the County Executive:

- (1) The name and any alias used, address and telephone number of the applicant and all employees, officers, partners or agents of the applicant;

- (2) The location where the business is to be carried on plus any subsidiary offices and a brief description of the items to be sold;
- (3) The applicant's criminal record, if any, and if the applicant is not an individual, the criminal record, if any, of the partners, members or officers of the entity;
- (4) The criminal record, if any, of any employees of the applicant;
- (5) The applicant's prior experience as a pawnbroker;
- (6) An authorization for the County Executive and/or Sheriff to carry out a background investigation on the applicant and all employees, officers, partners, members or agents of the applicant;
- (7) A statement as to whether the applicant has ever had a license required by the County or any other governmental entity revoked, suspended, or denied and the reasons for said actions;
- (8) A statement that the information provided is true and accurate and that, if a license is granted, the applicant will abide by all applicable ordinances, codes, rules and statutes.

(b) All licenses are subject to the following conditions, which shall be noted on the application form:

- (1) The applicant shall permit inspection of the licensed premises and/or activity at reasonable times by any authorized representative of the County or other governmental entity;
- (2) The applicant shall not engage in the business of a pawnbroker at any time after the license has expired, without having been reissued, or at any time when the license is suspended or revoked;
- (3) No license shall be issued or renewed unless and until the applicant and any and all employees, officers, partners, members or agents of the applicant shall, if deemed necessary by the Sheriff, submit to being fingerprinted and photographed as part of the background investigation.

(c) The County Executive shall issue a license to the applicant if the County Executive is satisfied that the applicant has met and will continue to meet the requirements of this division and all applicable laws and the applicant has paid the license fee.

Sec. 30-337. Reporting requirements; hours of operation.

(a) Commencing no later than April 1, 2011, pawnbroker shall transmit the record of transaction required by Section 5 of the Pawnbrokers Act to the Sheriff by electronic means over the internet to the website established by the county for this purpose. The County will provide information concerning the website. So long as the required information is transmitted by electronic means, the required statutory form need not be filled out by hand, but a short form with the right thumb print of the individual pawning the item shall be maintained as required by the Pawnbrokers Act, with an appropriate reference to the transaction. If it is not possible for the person to provide his or her right thumb print, then another specifically designated fingerprint shall be provided. Upon request, the short form containing the thumbprint shall be immediately provided to the Sheriff or his/her designee.

(b) No pawnbroker shall acquire any goods between the hours of 9:00 p.m. and 7:00 a.m.; nor from any person under the age of eighteen (18) years; nor from any person who is at the time intoxicated or known to be a habitual drunkard; nor from any person with the knowledge that such goods are stolen property. A pawnbroker shall not conduct business on Sunday.

Sec. 30-338. Suspension.

A pawnbroker's license issued pursuant to this article may be suspended by the County Executive which shall be deemed a suspension with intent to revoke. The County Executive shall comply with section 30-341 of the Ordinance in noticing the suspension. The suspension with intent to revoke shall automatically become a revocation of the license unless the licensee requests an appeal hearing within 14 days pursuant to section 30-340 of the Ordinance.

Sec. 30-339. Incorporation of state law.

The Pawnbrokers Act, being 1917 PA 273, as amended, MCL 446.201 et seq., "the Pawnbrokers Act" is incorporated by reference as if fully set forth herein. Any violation of the Pawnbrokers Act shall be considered a violation of this Ordinance.

Sec. 30-340. Appeals

(a) Any person aggrieved by the denial of an application for a license or by the suspension or revocation of a license as provided by this article, shall have a right to a redetermination and an appeal. Such a redetermination may be taken only within 14 days after notice of such denial, suspension or revocation is mailed to the person's last known address. The redetermination shall be in writing and shall contain a complete statement of the grounds for appeal. It must be filed with the County Executive, together with an appeal fee. The fee for an appeal and/or redetermination under this section shall be those fees which the County Commission has approved.

(b) Within ten days of the receipt by the County Executive of such an appeal, the County Executive shall schedule a redetermination hearing. Unless waived by the appellant, the County Executive shall mail by first class mail a written notice to the appellant of the time and location of the redetermination hearing at least five days prior to that hearing. The redetermination hearing shall be an informal hearing held before a hearing panel consisting of:

- (1) The County Executive or designee;
- (2) The affected department head or designee; and
- (3) Corporation Counsel or designee.

(c) The redetermination or decision of the hearing panel shall be reached by majority vote and mailed to the appellant within seven days of the conclusion of the hearing. The redetermination shall include:

- (1) The appeal application and the type and nature of the appeal;
- (2) The applicant's position;
- (3) The original reason for denial of the license or permit;
- (4) The facts as the hearing panel determined them to be;
- (5) The decision or redetermination of the hearing panel;
- (6) The hearing panel's rationale or basis for the redetermination; and
- (7) The date which the redetermination was placed in a United States mail receptacle by the County Executive.

(d) The redetermination referred to above shall be final and binding, unless the appellant, within 14 days of the mailing of such redetermination, files a request in writing addressed to the Corporation Counsel, requesting the County Commission to rehear the redetermination findings. No appeal shall be made to the County Commission, unless:

- (1) A redetermination was made and timely appealed;
- (2) A redetermination hearing has been waived by the appellant and the redetermination hearing panel; or
- (3) A redetermination was not made due solely to the fault of the city.

(e) The appeal to the County Commission shall be a two-step process limited to the issues raised in the redetermination as follows:

- (1) Within 14 days of receipt of an appeal of a redetermination, the Board Chair shall set up a prehearing conference with the Chair of the Ways and Means

Committee. At the prehearing conference the following matters shall be determined:

- a. The rules of the hearing;
- b. The date of the hearing;
- c. The issues which may be raised from the redetermination;
- d. The likelihood of settlement; and
- e. Any other pertinent matters.

(2) A hearing before the County Commission.

(f) The denial, suspension or revocation shall be effective during such appeal or until the Commission shall reverse the administrative decision. The Commission may confirm the denial, suspension or revocation, or provide for revocation instead of suspension, or may reinstate or order the issuance of the license. The action of the Commission shall be final.

30-341. License suspension or revocation generally.

(a) For cause shown, any license issued under this article may be suspended or revoked by the County Executive, after notice in writing, setting forth the substance of the charges and the time and place of a hearing thereon; which notice shall be delivered three days in advance, either personally to the licensee or to the principal place or location of the licensed activity, or by postage prepaid mail addressed to the licensee's last known address. Suspension or revocation may be in addition to any fine imposed. All fees paid shall be forfeited in case of revocation.

(b) The term "cause," as used in this section, shall include:

- (1) The conviction by the licensee of any felony or of a misdemeanor involving moral turpitude.
- (2) Any fraud, misrepresentation or false statement contained in the application for license or made in connection with the conduct of the licensed activity.
- (3) Preventing or refusing permission for the inspection by any proper County agent or official at any reasonable time of any portion of the premises where the licensed activity is conducted, or of the property thereof.
- (4) The doing or omitting of any act or permitting any condition to exist in connection with the licensed activity or upon any premises or facility used in connection therewith; which act, omission or condition constitutes a breach of the peace or constitutes a menace to the health, safety or general welfare of the public, or is forbidden by the provisions of this Ordinance or established rule or regulation of the County or jurisdiction where pawnbroker operates or statutes, rules or regulation of the state applicable to the licensed activity.
- (5) The failure to obtain and maintain during the term of a license and any renewal or extension thereof, any local, state or other required professional

governmental license, certification or authority for the trade, occupation or profession licensed hereunder.

- (6) The failure to obtain and maintain during the term of the license, or any renewal or extension thereof, the bonds and insurances required by any section of this Ordinance or the Pawnbrokers Act.

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No. 2011

**BAY COUNTY BOARD OF COMMISSIONERS
2/8/11**

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (2/1/11)

RESOLVED That the attached Bay County Pawnbroker Ordinance is presented to the Bay County Board of Commissioners for consideration.

ERNIE KRYGIER, CHAIR
AND COMMITTEE

Ordinance - Pawnbroker

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Joe Davis				Tom Ryder			
Brandon Krause				Ernie Krygier				Christopher Rupp			
Vaughn J. Begick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____

AMENDED _____ CORRECTED _____ REFERRED _____

The County of Bay ordains the Secondhand and Scrap Dealer Ordinance which shall read as follows:

Sec. 30-351. Definitions.

The following words, terms and phrases, when used in this division, shall have the meaning ascribed to them in this Ordinance, except where the context clearly indicates a different meaning:

Secondhand dealer means any person, corporation, member or members of a partnership, company or firm, that engages in the business of purchasing, storing, selling, exchanging and receiving secondhand goods, including the receiving and selling of goods on consignment, but does not include a scrap processor, automotive recycler, or junkyard that deals principally in industrial scrap, nor to retail merchants who repossess their own merchandise sold on a title-retaining contract or who accept merchandise as a part payment on new sales, nor shall it apply to licensed automobile dealers, nor to persons who conduct rummage sales provided that such sales are not conducted by the same person or at the same location for a period in excess of six days or more than twice in a calendar year.

Secondhand goods means any goods, wares, merchandise or other personal property acquired or purchased after having been acquired at retail and used by another except as excluded herein. Such term includes, but is not limited to, appliances, radios, stereos and speakers, televisions, video equipment, electronic/computer equipment and devices, computer gaming equipment, tools, auto parts, guns, jewelry, precious metals, musical instruments, sporting equipment, bicycles, lawn equipment, snow blowers and other household equipment.

Chief Executive Officer means for a county, the county executive pursuant to MCL 446.203(a)(iv).

Sec. 30-352. Secondhand dealers.

The County Executive is designated and authorized to issue, suspend and revoke licenses for persons, corporations, partnerships, companies or firms to carry on the business of a secondhand dealer pursuant to 1917 PA 350, as amended, MCL 445.401 et. seq., "the Secondhand Dealers Act."

Sec. 30-353. License required: grounds for denial.

(a) No person, corporation, partnership, company or firm, or other entity shall carry on the business of a secondhand dealer in the County without being licensed pursuant to the Secondhand Dealers Act and this Ordinance or the zoning ordinance of the City of Bay City or Ordinance of any other authorized jurisdiction where it is located. A secondhand dealer license is not transferable.

(b) The County Executive may deny an application for a secondhand dealer's license if

the application is disapproved by one or more officers of the county, as provided in this Ordinance, indicating that the applicant is unable to meet or continue to meet the requirements of the Secondhand Dealer's Act or any provision of this Ordinance.

(c) If the County Executive denies the issuance of a license or a renewal thereof, a notice of denial including the reasons for the denial shall be mailed by first class mail to the applicant. If the application for a license has been denied, the applicant may appeal the denial by requesting a hearing pursuant to section 30-391 of this Ordinance, or may reapply at any time by submitting a new application and fee. The notice of denial shall provide that if the applicant wants to appeal the County Executive's decision, the applicant must request a hearing within 14 days pursuant to section 30-391 of this Ordinance.

Sec. 30-354. Investigation by sheriff.

The application for the license with a term no longer than 1 year from the date of issuance shall be referred by the County Executive to the Sheriff for approval, who shall obtain fingerprints from the applicant. The Sheriff shall conduct an investigation and file a report with the County Executive.

Sec. 30-355. License fee and posting.

(a) The fees for processing and issuing a license under this division shall be those fees on file with the County Executive which have been approved by the County Commission. If the application is rejected, a portion of the fee paid, as determined by the County Executive, may be retained by the County to cover processing costs.

(b) All persons obtaining a license issued under this division shall place the license conspicuously in full public view.

Sec. 30-356. Prohibitions.

No secondhand dealer shall loan money on deposit, or pledge of personal property, or other valuable thing, or deal in the purchasing of personal property or other valuable thing on condition of selling the same back again at a stipulated price, without obtaining a pawnbroker's license pursuant to the Pawnbroker's Act and the Bay County Pawn Shop Ordinance.

Sec. 30-357. Application for license.

(a) Application for a secondhand dealer's license shall be made in writing to the County Executive, who is authorized to create application forms and to receive and process applications and to thereafter grant, deny, suspend, or revoke said license as set forth in this Ordinance. Applications shall be on forms supplied by and to be filed

with the County Executive. Such applications shall be signed and dated by the applicant or, if the applicant is not an individual, by an authorized representative of the entity. The application shall contain the following minimum information, plus any other information deemed necessary by the County Executive:

- (1) The name and any alias used, address and telephone number of the applicant and all employees, officers, partners or agents of the applicant;
- (2) The location where the business is to be carried on plus any subsidiary offices and a brief description of the items to be sold;
- (3) The applicant's criminal record, if any, and if the applicant is not an individual, the criminal record, if any, of the partners, members or officers of the entity;
- (4) The criminal record, if any, of any employees of the applicant;
- (5) The applicant's prior experience as a secondhand dealer.
- (6) An authorization for the County Executive and/or Sheriff to carry out a background investigation on the applicant and all employees, officers, partners, members or agents of the applicant;
- (7) A statement as to whether the applicant has ever had a license required by the County or any other governmental entity revoked, suspended, or denied and the reasons for said actions;
- (8) A statement that the information provided is true and accurate and that, if a license is granted, the applicant will abide by all applicable ordinances and statutes.

(b) All licenses are subject to the following conditions, which shall be noted on the application form:

- (1) The applicant shall permit inspection of the licensed premises and/or activity at reasonable times by any authorized representative of the County;
- (2) The applicant shall not engage in the business of a secondhand dealer at any time after the license has expired, without having been reissued, or at any time when the license is suspended or revoked;
- (3) No license shall be issued or renewed unless and until the

applicant and any and all employees, officers, partners, members or agents of the applicant shall, if deemed necessary by the Sheriff, submit to being fingerprinted and photographed as part of the background investigation.

(c) The County Executive shall issue a license to the applicant if the County Executive is satisfied that the applicant has met and will continue to meet the requirements of this Ordinance and all applicable laws and the applicant has paid the license fee.

Sec. 30-358. Reporting requirements, hours of operation.

(a) Commencing no later than April 1, 2011, secondhand dealer shall transmit the record of transaction for appliances, radios, stereos and speakers, televisions, video equipment, electronic/computer equipment and devices, computer gaming equipment, tools, musical instruments, sporting equipment, lawn and garden equipment, guns, jewelry and precious metals as required by Section 4 of the Secondhand Dealers Act to the Sheriff by electronic means over the internet to the website established by the county for this purpose. The County will provide information concerning the website. So long as the required information is transmitted by electronic means, the required statutory form need not be filled out by hand, but a short form with the right thumb print of the individual from whom the article was purchased or received shall be maintained as required by the Secondhand Dealers Act, with an appropriate reference to the transaction. If it is not possible for the person to provide his or her right thumb print, then another specifically designated fingerprint shall be provided. Upon request, the short form containing the thumb print shall be immediately provided to the Sheriff or his/her designee.

(b) Secondhand dealer shall maintain the record of transaction for all other secondhand goods as required by Section 4 of the Secondhand Dealers Act.

(c) No secondhand dealer shall purchase or receive any goods between the hours of 9:00 p.m. and 7:00 a.m.; nor from any person under the age of eighteen (18) years; nor from any person who is at the time intoxicated or from a known habitual drunkard nor from any person known by said secondhand dealer to be a thief or any associate of thieves or a receiver of stolen property.

Sec. 30-359. Suspension.

A secondhand dealer's license issued pursuant to this Ordinance may be suspended by the County Executive which shall be deemed a suspension with intent to revoke. The County Executive shall comply with section 30-341 of the Ordinance in noticing the suspension. The suspension with intent to revoke shall automatically become a revocation of the license unless the licensee requests an appeal hearing within 14 days pursuant to section 30-391 of the Ordinance.

Sec. 30-360. Incorporation of state law.

The Secondhand Dealers Act, being 1917 PA 350, as amended MCL 445.401 et. seq., "the Secondhand Dealers Act" is incorporated by reference as if fully set forth herein. Any violation of the Secondhand Dealers Act shall be considered a violation of this Ordinance.

Sec. 30-381. Definitions.

The following words, terms and phrases, when used in this division, shall have the meaning ascribed to them in this article, except where the context clearly indicates a different meaning:

Scrap processor means any person or entity whose business is, in whole or in part, the dismantling, wrecking and disposing of junk and/or refuse materials, including automobiles, or otherwise reclaiming metals for reuse.

Scrap yard means a place where junk, waste, discarded or salvaged materials are bought, sold, exchanged, stored, packed, disassembled or handled, including wrecked motor vehicles, used building materials, structural steel materials and equipment and other manufactured goods that are deteriorated or obsolete so as to make them unusable in their existing condition.

Sec. 30-382. Scrap processor.

The County Executive is designated and authorized to issue, suspend, and revoke licenses for persons, corporations, partnerships, companies or firms to carry on the business of a scrap processor.

Sec. 30-383. License required; grounds for denial.

(a) No person, corporation, partnership, company or firm, or other entity shall carry on the business of scrap processor in the County without being licensed pursuant to this Ordinance or as approved under the City of Bay City zoning ordinance, chapter 122 or zoning ordinance of any other jurisdiction. A scrap processor license is not transferable.

(b) The County Executive may deny an application for a scrap processor's license if the application is disapproved by one or more officers of the County, as provided in this Ordinance, indicating that the applicant is unable to meet or continue to meet the requirements of any provision of this Ordinance.

(c) The County Executive may also deny an application for any reason identified in this Ordinance.

(d) If the County Executive denies the issuance of a license or a renewal thereof, a notice of denial including the reasons for the denial shall be mailed by first class mail to the applicant. If the application for a license has been denied, the applicant may appeal the denial by requesting a hearing pursuant to section 30-391 of this Ordinance, or may reapply at any time by submitting a new application and fee. The notice of denial shall provide that if the applicant wants to appeal the County Executive's decision, the applicant must request a hearing within 14 days pursuant to section 30-391 of this Ordinance.

Sec. 30-384. Investigation by Sheriff.

The application for license shall be referred by the County Executive to the Sheriff for approval. The Sheriff shall conduct an investigation and file a report with the County Executive.

Sec. 30-385. License fees and posting.

(a) The fees for a license under this division shall be those fees on file with the County Executive which have been approved by the County Commission. If the application is rejected, a portion of the fee paid, as determined by the County Executive, may be retained by the County to cover processing costs.

(b) All persons obtaining a license issued under this division shall place the license conspicuously in full public view.

Sec. 30-386. Application for license.

(a) Application for a scrap processor's license shall be made in writing to the County Executive, who is authorized to create application forms and to receive and process applications and to thereafter grant, deny, suspend, or revoke said license as set forth in this Ordinance. Applications shall be on forms supplied by and to be filed with the County Executive. Such applications shall be signed and dated by the applicant or, if the applicant is not an individual, by an authorized representative of the entity. The application shall contain the following minimum information, plus any other information deemed necessary by the County Executive:

- (1) The name and any alias used, address and telephone number of the applicant, including all officers, partners or members;
- (2) The location where the scrap yard is to be carried on plus any subsidiary locations;

- (3) The applicant's prior experience as a scrap processor;
- (4) An authorization for the County Executive and/or Sheriff to carry out a background investigation on the applicant and all officers, partners or members of the applicant;
- (5) A statement as to whether the applicant has ever had a license required by the city or any other governmental entity revoked, suspended, or denied and the reasons for said actions;
- (6) A statement that the information provided is true and accurate and that, if the license is granted, the applicant will abide by all applicable ordinances and statutes.

(b) All licenses are subject to the following conditions, which shall be noted on the application form:

- (1) The applicant shall permit inspection of the licensed premises and/or activity at reasonable times by any authorized representative of the County, City of Bay City, or other governmental entity;
- (2) The applicant shall not engage in the business of a scrap processor at any time after the license has expired, without having been reissued, or at any time when the license is suspended or revoked;
- (3) No license shall be issued or renewed unless and until the applicant and any and all officers, partners or members, if deemed necessary by the Sheriff, submit to a background investigation.

(c) The County Executive shall issue a license to the applicant if the County Executive is satisfied that the applicant has met and will continue to meet the requirements of this Ordinance and all applicable laws and the applicant has paid the license fee.

Sec. 30-387. Scrap yard regulations.

The following regulations shall be applicable to scrap yards:

- (1) No scrap yard processor or any of the processor's employees shall receive in the line of such business any article by way of pledge or pawn nor loan or advance any sum of money on the security of any article or thing.

- (2) Every scrap yard processor shall upon demand, exhibit all goods which he has on hand and give a description of persons selling the same to any member of the Sheriff's Office upon request, and shall keep a book containing the names from whom he purchased brass, tin, copper, aluminum or any metal except old iron, which book shall be open during business hours to the inspection of any Sheriff officer.
- (3) No scrap processor shall sell or remove from his place of business any article purchased by him until the same shall have been in his possession for seventy-two (72) hours unless such article shall have been purchased directly from some reputable factory or company.
- (4) No scrap yard may store or handle hazardous materials unless done so consistent with all other state, federal, and local regulations.
- (5) A scrap yard is subject to annual administrative inspections or complaint based inspections to ensure the property is maintained in accordance with the health, safety, and welfare of the community, materials are stored in an orderly manner to allow access to inspect, and that the property otherwise complies with the city code.
- (6) Upon conviction of any scrap processor for violating or failing to comply with any provision of this article, the license of such scrap processor shall be revoked and the convicted person shall not be licensed as a scrap processor for a period of two (2) years from the date of his conviction, and the scrap yard shall not be licensed for that particular business for a period of one (1) year from the date of the conviction of the scrap processor.

Sec. 30-388. Hours of operation.

No scrap processor shall acquire goods between the hours of 9:00 p.m. and 7:00 a.m.; nor from any person under the age of eighteen (18) years; nor from any person who is at the time intoxicated or known to be a habitual drunkard; nor from any person with the knowledge that such goods are stolen property.

Sec. 30-389. Suspension.

A scrap processor's license issued pursuant to this Ordinance may be suspended by the County Executive and shall be deemed a suspension with intent to revoke. The County Executive shall comply with section 30-341 of the Ordinance in

noticing the suspension. The suspension with intent to revoke shall automatically become a revocation of the license unless the licensee requests an appeal hearing within 14 days pursuant to section 30-391 of the Ordinance.

Sec. 30-390. Nonferrous metals.

Nothing in this Ordinance should be construed to diminish the requirements that scrap processors and junkyard operators who deal with nonferrous metals must comply with the Nonferrous Metals Act, being 2008 PA 429, as amended, MCL 445.421, et. seq.

Sec. 30-391. Appeals

(a) Any person aggrieved by the denial of an application for a license or by the suspension or revocation of a license as provided by this article, shall have a right to a redetermination and an appeal. Such a redetermination may be taken only within 14 days after notice of such denial, suspension or revocation is mailed to the person's last known address. The redetermination shall be in writing and shall contain a complete statement of the grounds for appeal. It must be filed with the County Executive, together with an appeal fee. The fee for an appeal and/or redetermination under this section shall be those fees which the County Commission has approved.

(b) Within ten days of the receipt by the County Executive of such an appeal, the County Executive shall schedule a redetermination hearing. Unless waived by the appellant, the County Executive shall mail by first class mail a written notice to the appellant of the time and location of the redetermination hearing at least five days prior to that hearing. The redetermination hearing shall be an informal hearing held before a hearing panel consisting of:

- (1) The County Executive or designee;
- (2) The affected department head or designee; and
- (3) Corporation Counsel or designee.

(c) The redetermination or decision of the hearing panel shall be reached by majority vote and mailed to the appellant within seven days of the conclusion of the hearing. The redetermination shall include:

- (1) The appeal application and the type and nature of the appeal;
- (2) The applicant's position;

- (3) The original reason for denial of the license or permit;
- (4) The facts as the hearing panel determined them to be;
- (5) The decision or redetermination of the hearing panel;
- (6) The hearing panel's rationale or basis for the redetermination; and
- (7) The date which the redetermination was placed in a United States mail receptacle by the County Executive.

(d) The redetermination referred to above shall be final and binding, unless the appellant, within 14 days of the mailing of such redetermination, files a request in writing addressed to the Corporation Counsel, requesting the County Commission to rehear the redetermination findings. No appeal shall be made to the County Commission, unless:

- (1) A redetermination was made and timely appealed;
- (2) A redetermination hearing has been waived by the appellant and the redetermination hearing panel; or
- (3) A redetermination was not made due solely to the fault of the city.

(e) The appeal to the County Commission shall be a two-step process limited to the issues raised in the redetermination as follows:

- (1) Within 14 days of receipt of an appeal of a redetermination, the Board Chair shall set up a prehearing conference with the Chair of the Ways and Means Committee. At the prehearing conference the following matters shall be determined:
 - a. The rules of the hearing;
 - b. The date of the hearing;
 - c. The issues which may be raised from the redetermination;
 - d. The likelihood of settlement; and
 - e. Any other pertinent matters.

- (2) A hearing before the County Commission.

(f) The denial, suspension or revocation shall be effective during such appeal or until the Commission shall reverse the administrative decision. The Commission may confirm the denial, suspension or revocation, or provide for revocation instead of suspension, or may reinstate or order the issuance of the license. The action of the commission shall be final.

30-341. License suspension or revocation generally.

(a) For cause shown, any license issued under this article may be suspended or revoked by the County Executive, after notice in writing, setting forth the substance of the charges and the time and place of a hearing thereon; which notice shall be delivered three days in advance, either personally to the licensee or to the principal place or location of the licensed activity, or by postage prepaid mail addressed to the licensee's last known address. Suspension or revocation may be in addition to any fine imposed. All fees paid shall be forfeited in case of revocation.

(b) The term "cause," as used in this section, shall include:

- (1) The conviction by the licensee of any felony or of a misdemeanor involving moral turpitude.
- (2) Any fraud, misrepresentation or false statement contained in the application for license or made in connection with the conduct of the licensed activity.
- (3) Preventing or refusing permission for the inspection by any proper city agent or official at any reasonable time of any portion of the premises where the licensed activity is conducted, or of the property thereof.
- (4) The doing or omitting of any act or permitting any condition to exist in connection with the licensed activity or upon any premises or facility used in connection therewith; which act, omission or condition constitutes a breach of the peace or constitutes a menace to the health, safety or general welfare of the public, or is forbidden by the provisions of this Code or established rule or regulation of the city or statutes, rules or regulation of the state applicable to the licensed activity.
- (5) The failure to obtain and maintain during the term of a license and any renewal or extension thereof, any local, state or other required professional governmental license, certification or authority for the trade, occupation or profession licensed hereunder.
- (6) The failure to obtain and maintain during the term of the license, or any renewal or extension thereof, the bonds and insurances required by any section of this Ordinance.

**BAY COUNTY BOARD OF COMMISSIONERS
2/8/11**

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (2/1/11)

RESOLVED That the attached Bay County Secondhand and Scrap Dealer Ordinance is presented to the Bay County Board of Commissioners for consideration.

ERNIE KRYGIER, CHAIR
AND COMMITTEE

Ordinance - Secondhand and Scrap Dealer

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Joe Davis				Tom Ryder			
Brandon Krause				Ernie Krygier				Christopher Rupp			
Vaughn J. Begick				Kim Coonan				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.co.bay.mi.us/>



LAURA OGAR, DIRECTOR

ogarl@baycounty.net

Community Development
Geographic Information Systems
Gypsy Moth Suppression Program
Housing Rehabilitation
Mosquito Control
Transportation Planning

TOM HICKNER

County Executive

MEMORANDUM

Date: January 26, 2011

To: Ernie Krygier, County Commissioner, Chair, Ways and Means Committee

From: Laura Ogar, Director, Environmental Affairs and Community Development

Re: Ways and Means Agenda Item: Request Authorization to Apply for Saginaw Bay Improvement Grants; Various Funding Sources

Background:

The US EPA has authority for disbursing the federal Great Lakes Restoration Initiative (GLRI) funding, and has distributed the funding to a number of federal agencies such as NOAA, US Fish and Wildlife, the Army Corp of Engineers, as well as other institutions such as Healing Our Waters Coalition and other similar non-profit organizations. This approach allowed the available funding to be spread to various entities in order to more rapidly and orderly provide further distribution as pass-through grants to local communities for ecosystem restoration projects. No one single agency was prepared to administer such large grants or such a large number of grants. As a result, grant notices and opportunities for funding can arise quickly from a variety of sources with little notice and short preparation times. These application deadlines do not lend themselves well to the individual County committee review/authorization schedule. Funding opportunities from various sources will continue to be announced during 2011. Saginaw Bay improvements and its quality of life and economic implications continue to be a priority of the community and the Bay County administration. The Director of Environmental Affairs and Community Development requests authorization to apply for grant opportunities pertaining to Saginaw Bay improvement in comport with the Saginaw Bay Coastal Initiative (SBCI) priorities, conditioned on no general funds being committed. In-kind match in the form of public participation or volunteer effort may be provided. The Saginaw Bay area organizations received some of this federal pass through funding and improvement work is underway on a number of projects. The Director will provide quarterly status reports with updates on grant applications, grant awards, and grant work progress.

Finance & Economics:

No general funds are being requested.

Recommendation:

The Director of Environmental Affairs and Community Development is authorization to apply for grant

opportunities pertaining to Saginaw Bay improvement, conditioned on no general funds being committed. In-kind match in the form of public participation or volunteer effort may be provided. Authorization provides the Board Chair to sign documents and awards pending Corporation Counsel Approval, and any budget adjustments that may be necessary.

cc: Tom Hickner, County Executive, Marty Fitzhugh, Corporation Counsel

BAY COUNTY BOARD OF COMMISSIONERS

02/08/11

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (2/1/11)
 WHEREAS, The US EPA has authority for disbursing the federal Great Lakes Restoration Initiative (GLRI) funding, and has distributed the funding to a number of federal agencies, i.e. NOAA, US Fish and Wildlife, the Army Corp of Engineers, as well as other institutions such as Healing Our Waters Coalition and other similar non-profit organizations; and
 WHEREAS, This approach allowed the available funding to be spread to various entities in order to more rapidly and orderly provide further distribution as pass-through grants to local communities for ecosystem restoration projects; and
 WHEREAS, As a result, grant notices and opportunities for funding can arise quickly from a variety of sources with little notice and short preparation times and often the application deadlines do not lend themselves well to the individual County committee review/authorization schedule; and
 WHEREAS, Funding opportunities from various sources will continue to be announced in 2011; and
 WHEREAS, The Saginaw Bay area organizations received some of this federal pass through funding and improvement work is underway on a number of projects;
 WHEREAS, Saginaw-Bay improvements and its quality of life and economic implications continue to be a priority of the community and the Bay County administration and the Director of Environmental Affairs and Community Development wishes authorization to apply for grant opportunities pertaining to Saginaw Bay improvement in comport with the Saginaw Bay Coastal Initiative (SBCI) priorities, conditioned on no commitment of Bay County general funds; and
 WHEREAS, The Director of Environmental Affairs will provide quarterly status reports with updates on grant applications, grant awards, and grant work progress; Therefore, Be It
 RESOLVED That the Bay County Board of Commissioners authorizes the Director of Environmental Affairs and Community Development to apply for grant opportunities pertaining to Saginaw Bay improvement conditioned on no general funds being committed, in-kind match in the form of public participation or volunteer effort may be provided; Be It Further
 RESOLVED That the Chairman of the Board is authorized to sign required application and award document subject to legal review/approval; Be It Finally
 RESOLVED That budget adjustments pertaining to these grant awards, if required, are approved.

ERNIE KRYGIER, CHAIR
 AND COMMITTEE

EnvAffairs - Saginaw Bay Improvement Grants

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Joe Davis				Tom Ryder			
Brandon Krause				Ernie Krygier				Christopher Rupp			
Vaughn J. Begick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
 AMENDED _____ CORRECTED _____ REFERRED _____

-37-

BAY COUNTY MOSQUITO CONTROL

810 Livingston
Bay City, Michigan 48708

TOM PUTT, MANAGER

puttt@baycounty.net
Phone (989) 894-4555
Fax (989) 894-0526
TDD (989) 895-4049
<http://www.baycounty-mi.gov>



LAURA OGAR, DIRECTOR

ogarl@baycounty.net

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

TOM HICKNER

County Executive

MEMORANDUM:

To: Commissioner Ernie Krygier, Chairman
Ways and Means Committee

From: Thomas J. Putt, Manager
Bay County Mosquito Control

Date: January 20, 2011

Re: Placement on Ways and Means Committee Agenda

BACKGROUND:

Control Material Bids with Midland and Tuscola Counties were jointly opened on January 12, 2011.

FINANCE:

The total cost of the control materials will not exceed the 2011 budget line item 753.00 (Chemicals).

RECOMMENDATION:

After analyzing the control material bids, I recommend that materials be awarded to the lowest qualified bidder. Valent BioSciences Corporation has extended their agreement for two additional years for *BTI*. Enclosed please find the 2011 Insecticide bid summary. Thank you for your consideration.

Enclosure

cc: Tom Hickner
Mike Gray
Laura Ogar

BAY COUNTY BOARD OF COMMISSIONERS
2/8/11

RESOLUTION

- BY: WAYS AND MEANS COMMITTEE (2/1/11)
- WHEREAS, The Bay County Mosquito Control Director opened control material bids jointly with Midland and Tuscola Counties on 1/12/11; and
- WHEREAS, Analysis of the control material bids resulted in a recommendation to award the control materials bid to the lowest qualified bidder, copy of 2011 insecticide bid summary attached; and
- WHEREAS, The total cost of the control materials will not exceed the 2011 budgeted funds; Therefore, Be It
- RESOLVED By the Bay County Board of Commissioners that the control materials bid for Bay County Mosquito Control for 2011 is awarded as outlined and highlighted in the attached; Be It Further
- RESOLVED That the Chairman of the Board is authorized to sign any required documents following legal review/approval; Be It Finally
- RESOLVED That budget adjustments, if required, are approved.

ERNIE KRYGIER, CHAIR
AND COMMITTEE

MosqCont-2011-BidAward

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Joe Davis				Tom Ryder			
Brandon Krause				Ernie Krygier				Christopher Rupp			
Vaughn J. Begick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____

Midland, Bay & Tuscola County Mosquito Control Agencies
2011 INSECTICIDE BID SUMMARY

20-Jan-11

Material	Amount			Vendor - Unit Price (pound, gallon, case)				
	B	Bay		Adapco	All Pro	Clarke	Univar	
	M	Midland	T	Vector Group	USA			
A. Abate 5%PG	M	1,628 lb.		N.B.	N.B.	\$15.00	N.B.	N.B.
B. Larvicide Oil		Brand		BVA-2	Bonide			
	B	1,500 gal.		\$7.22	1	N.B.	N.B.	N.B.
	M	3,000 gal.		\$7.22	1	N.B.	N.B.	N.B.
C. Atosid Pellets	M	880 lb.		\$25.05	N.B.	\$25.05	\$25.05	\$25.05
D. ULV Permethrin		Brand		Perm-X	Evolver	Biomist	Kontrol	
	B	3,000 gal.		\$17.19	\$15.14	\$14.98	\$19.00	
	M	4,500 gal.		\$17.19	\$15.14	\$14.98	\$19.00	
	T	6,050 gal.		\$17.19	\$15.14	\$14.98	\$19.00	
E. BTI Liquid	M	3,250 gal.		\$23.49	N.B.	\$30.71	\$27.67	
F. BTI Briquets		600 gal.		\$23.49	N.B.	\$31.74	\$31.80	
	B	10 cases		\$86.54	N.B.	\$85.00	\$59.00	
G. VectoLex CG	B	1,000 lb.		\$6.20	2	N.B.	\$6.95	N.B.
H. Natular XRT	B	30 cases		N.B.	N.B.	\$801.57	\$657.80	3
I. Natular 2EC	B	25 gal.		N.B.	N.B.	\$761.38	N.B.	

- notes:
- 1 \$7.22 @ 330 gal tote, \$7.55 @ 275 gal, \$8.65 @ 55 gal
 - 2 Alternate Bid: Spheratax SPH (50G)
 - 3 Alternate Bid: Altosid XR

Valent BioSciences offered a supplemental agreement for future purchases of B.t.i. (VectoBac) corn cob granules

	2012	2013
Bay County	\$1.224	\$1.265
Midland County	\$1.220	\$1.261
Tuscola County	\$1.348	\$1.395

BAY COUNTY MOSQUITO CONTROL

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ogarl@baycounty.net

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

TOM HICKNER

County Executive

MEMORANDUM

To: Commissioner Ernie Krygier, Chairman
Ways and Means Committee

From: Thomas J. Putt, Manager
Bay County Mosquito Control

Date: January 20, 2011

Re: Placement on Ways and Means Agenda

BACKGROUND:

As you are aware, a major part of Bay County Mosquito Control's source reduction is our residential scrap tire projects. These scrap tire projects provide a way for homeowners to dispose of unwanted tires from around their yards and neighborhoods. In past years we have been very encouraged by the overwhelming response our scrap tire projects have generated. We plan to have two scrap tire projects in 2011.

FINANCE:

Scrap tire disposal has been budgeted for in 2011 under line item 801.00 (Professional Services). Environmental Rubber Recycling Inc. has indicated that there will not be a price change for tire disposal in 2011, which will be a flat rate of \$1650.00 per trailer.

RECOMMENDATION:

I would recommend utilizing Environmental Rubber Recycling Inc for our 2011 Scrap Tire Project pending contract review.

cc: Tom Hickner
Michael Gray
Laura Ogar

- 4/1

BAY COUNTY BOARD OF COMMISSIONERS

2/8/11

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (2/1/11)
 WHEREAS, A major part of Bay County Mosquito Control's source reduction is the residential scrap tire projects which provide a way for homeowners to dispose of unwanted tires from around their yards and neighborhoods; and
 WHEREAS, The overwhelming response generated by the scrap tire projects has been encouraging and two scrap tire projects have been scheduled for 2011; and
 WHEREAS, Environmental Rubber Recycling, Inc. has provided past tire disposal services and has indicated that there will be no price change for tire disposal in 2011, the fee will be a flat rate of \$1,650 per trailer; and
 WHEREAS, Funds are included in the 2011 Mosquito Control budget for these services; Therefore, Be It
 RESOLVED By the Bay County Board of Commissioners that the 2011 Scrap Tire Project/Agreement between the County of Bay and Environmental Rubber Recycling, Inc., for the disposal of accumulated used tires within Bay County known to be, or to have, the potential to become mosquito breeding sites, is approved and the Chairman of the Board authorized to execute said Agreement on behalf of Bay County, subject to favorable legal review/approval; Be It Further
 RESOLVED That budget adjustments, if required, are approved.

ERNIE KRYGIER, CHAIR
 AND COMMITTEE

Mosquito Control - Scrap Tire Contract - 2011

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Joe Davis				Tom Ryder			
Brandon Krause				Ernie Krygier				Christopher Rupp			
Vaughn J. Begick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
 AMENDED _____ CORRECTED _____ REFERRED _____

-42-

BAY COUNTY MOSQUITO CONTROL

810 Livingston
Bay City, Michigan 48708

TOM PUTT, MANAGER

puttt@baycounty.net
Phone (989) 894-4555
Fax (989) 894-0526
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<http://www.baycounty-mi.gov>



LAURA OGAR, DIRECTOR

ogarl@baycounty.net

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

TOM HICKNER

County Executive

MEMORANDUM:

To: Commissioner Ernie Krygier, Chairman
Ways and Means Committee

From: Thomas J. Putt, Manager
Bay County Mosquito Control

Date: January 20, 2011

Re: Placement on Ways and Means Agenda

BACKGROUND:

We have twelve (12) New Jersey Light Traps set in various parts of Bay County that senior citizens operate for us. The light traps are turned on three evenings each week and the mosquitoes collected in the traps are then picked up by our biology department at the various locations. The senior citizens who operate the light traps serve a very valuable part of our mosquito surveillance program.

FINANCE:

Presently, we pay our light trap collectors \$45 a month and utilize them in June, July, August, and September. The total amount paid for the season is \$2,160. The money has been budgeted for this contract.

RECOMMENDATION:

I would recommend contracting with these 12 people (see attached) for the 2011 Mosquito Season.

cc: Tom Hickner
Mike Gray
Laura Ogar

-43-

**BAY COUNTY BOARD OF COMMISSIONERS
2/8/11**

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (2/1/11)

WHEREAS, Through contractual arrangement, the Bay County Mosquito Control Department locates 12 New Jersey Light Traps in various parts of Bay County which are monitored by senior citizens; Therefore, Be It

RESOLVED By the Bay County Board of Commissioners that the Light Trap Data Collector's Contracts between Bay County and various individuals (12) (listing attached) are approved and the Chairman of the Board authorized to execute said Agreements on behalf of Bay County following legal review/approval; Be It Further

RESOLVED That the light trap collectors shall be reimbursed at the rate of \$45 per month for the months of June, July, August and September,

**ERNIE KRYGIER, CHAIR
AND COMMITTEE**

Mosquito Control-2011 Light Trap Data Contracts

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Joe Davis				Tom Ryder			
Brandon Krause				Ernie Krygier				Christopher Rupp			
Vaughn J. Begick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____

AMENDED _____ CORRECTED _____ REFERRED _____

-44-

2011 LIGHT TRAP NETWORK

1. Bernice Bellor	2294 Ballor Lane (Fraser)	Linwood 48634	697-3614
2. Beverly Eschenbacher	204 Grant Street (Williams)	Auburn 48611	662-6652
3. Toni Garcia	43 Spruce Ridge Drive (Bangor)	Bay City 48706	922-1038
4. Romaine Gorney	1306 S. Jackson (BCE)	Bay City 48708	892-7905
5. Marjorie Jezewski	4792 Three Mile Road (Monitor)	Bay City 48706	684-2555
6. Donna Kruchowski	616 Third Street P.O. Box 211 (Pinconning)	Pinconning 48650	879-4605
7. Marie Lambert	1600 S. Grant (BCE)	Bay City 48708	892-5077
8. Mary Lozo (Larry Lozo)	2544 Old Beaver Road (Kawkawlin)	Kawkawlin 48631	684-3837 (msg) 686-4575
9. Jerry Maxson	PO Box 233 (Mt. Forest)	Standish MI 48658	879-2433
10. Eileen Ostash	368 S. Trumbull Road (Portsmouth)	Bay City 48708	892-2311
11. Randy Rogner	224 Lagoon Beach Drive (BCW) (506 Columbian)	Bay City 48706	686-4867
12. Rev. Carl F. Trosien (trozeen)	1611 Nebobish (Essexville)	Essexville 48732	893-7224

* Light Trap Contracts 240.00-620.00-802.02

- 45 -

**BAY COUNTY
GEOGRAPHIC INFORMATION SYSTEMS**

515 Center Avenue, Suite 505
Bay City, Michigan 48708

**ALICIA WALLACE
GYPSY MOTH PROGRAM COORDINATOR**
wallacea@baycounty.net

Phone (989) 895-4195
Fax (989) 895-4068
TDD (989) 895-4049
<http://www.baycounty-mi.gov>



LAURA OGAR, DIRECTOR
Environmental Affairs &
Community Development

Geographic Information Systems
Gypsy Moth Suppression Program
Housing Rehabilitation
Mosquito Control
Transportation Planning

TOM HICKNER
County Executive

TO: Ernie Krygier, Chairman
Ways and Means Committee

FROM: Alicia Wallace, Gypsy Moth Program Coordinator

DATE: January 24, 2011

RE: Request Authorization to Solicit Bids and Enter into Contracts for the Treatment of Ash Trees to Control Emerald Ash Borer

Please consider the following at the next meeting of the Ways and Means Committee scheduled for February 1, 2011:

Background:

In 2004, the Gypsy Moth Suppression Program Millage language expanded the mission of the Gypsy Moth Suppression Program (the Program) to include Emerald Ash Borer (EAB), an invasive, non-native pest which was first confirmed as present in Bay County in August of 2007. EAB causes serious tree mortality wherever it is found and the dead trees become a serious safety hazard. Trees throughout Bay County are beginning to show signs of heavy infestation by EAB and are in serious decline. The Program proposes to treat qualified ash trees on publicly owned lands to reduce the environmental impacts of EAB and to mitigate the potential economic and safety risks associated with EAB damage. 'Publically owned lands' for the purpose of this project include those that are owned by a public entity and are areas actively maintained as parklands, cemeteries and includes urban street trees and the Bay County Golf Course; it does not include woodlots or those properties that are not maintained for public access purposes.

Methodology:

A Tree Inventory has been conducted on public lands in Bay County to determine the number, size and condition of ash trees on each property. The Inventory resulted in the determination that more than 1500 of the 3554 ash trees located in developed areas of publicly owned lands throughout the County would benefit from treatment to control EAB. It is the intent of the Program to divide the ash trees into 4 or 5 geographic zones to make up manageable bidding units due to the large number of trees proposed for treatment and the limited window for optimum treatment. Treatment will be done using the Arborjet treatment system with the product TREE-age since this is the recommended treatment by the state as the only product with proven multiple years efficacy. We will use a competitive bidding process to select Qualified Bidders in March for treatment that must be conducted between May 1, 2011 and June 15, 2011.

Economics/Finance:

No General Fund dollars will be requested for this project. Funding will come from the Gypsy Moth Suppression Program Millage Fund Balance and \$250,000 has been included in the 2011 Budget for this Emerald Ash Borer Treatment Project.

Recommendation:

Favorable recommendation to the Board of Commissioners to authorization the Gypsy Moth Suppression Program to request Competitive Bids and enter into contracts with qualified application firms to treat qualified ash trees on publicly held lands in Bay County and the signing of all documents and budget adjustments that might be required for this Project pending Corporation Counsel review of all needed documents.

cc: Tom Hickner Martha Fitzhugh Robert Redmond
Mike Gray Laura Oggar

- 4/6 -

BAY COUNTY BOARD OF COMMISSIONERS

02/08/11

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (2/1/11)

WHEREAS, In 2004, the Gypsy Moth Suppression Program millage language expanded the mission of the Gypsy Moth Suppression Program to include Emerald Ash Borer (EAB), an invasive, non-native pest which was first confirmed as present in Bay County in August of 2007 and which causes serious tree mortality wherever it is found resulting in dead trees which cause a serious safety hazard; and

WHEREAS, Trees throughout Bay County are beginning to show signs of heavy infestation by EAB and are in serious decline; and

WHEREAS, It is proposed that the qualified ash trees on publicly owned lands be treated to reduce the environment impacts of the EAB and to mitigate the potential economic and safety risks associated with EAB damage; and

WHEREAS, A tree inventory has been conducted on public lands to identify the number, size and condition of ash trees and it was determined that more than 1500 of the 3554 ash trees located in developed areas of publicly owned lands throughout the County would benefit from treatment to control EAB; and

WHEREAS, Treatment must be conducted between May 2, 2011 and June 15, 2011; and

WHEREAS, Funding for the Arborjet Treatment System will come from the Gypsy Moth Suppression Program Millage fund balance and \$250,000 has been included in the 2011 budget for this EAB Treatment Project; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners authorizes the Gypsy Moth Suppression Program to seek competitive bids for the EAB Treatment Project; Be It Further

RESOLVED That the Chairman of the Board is authorized to execute contracts with the qualified application firms on behalf of Bay County following legal review/ approval; Be It Finally

RESOLVED That budget adjustments relating to the EAB Treatment Project, if required, are approved.

ERNIE KRYGIER, CHAIR
AND COMMITTEE

Gypsy Moth - 2011 EAB Treatment Project

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Joe Davls				Tom Ryder			
Brandon Krause				Ernie Krygler				Christopher Rupp			
Vaughn J. Begick				Klm Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____

- 47 -

MEMORANDUM

Date: January 26, 2011

To: Ernie Krygier, Chairman, Ways and Means Committee

From: Bob Redmond, Financial Analyst

Re: Sharing Public Services Initiative – Bay County. Approve Agreement with MSUE, East Lansing, for information gathering, mapping and analysis of Crime and Law Enforcement Services in Bay County

Background: Recognizing the serious budget challenges being experienced by state and local governments, the State of Michigan, along with several other groups, including the Michigan Municipal League, the Michigan Township Association and the Michigan Association of Counties, formed the Michigan Shared Public Services Initiative (SPSI). The purpose of SPSI is to provide a collaborative framework through which local governments and school districts can access needed resources to develop and implement shared services to save money or protect services those communities offer.

The Governor and Michigan legislative leaders have already stated, during their campaigns and since their election, that local revenue sharing will be tied to local governments cooperating and collaborating with each other to share services and become more efficient in providing them.

Bay County decided to start this process, as early as possible, by appropriating funds in early December 2010 for 2011 and contacting MSUE.

The area of Law Enforcement was chosen to be reviewed first because of its importance and costs of providing it. There are seven police departments in Bay County, including the Michigan State Police. Bay County currently provides contractual road patrol services for eleven of the eighteen municipalities.

MSUE and Bay County staff will collect all the information regarding crime and law enforcement services. MSUE will organize the data, provide an analysis, provide mapping and prepare and present a report to Bay County. This report will be shared with the public and all of the municipalities.

Finance & Economics: The Board of Commissioners appropriated \$50,000 in the 2011 Commissioner's Budget to initiate Shared Public Services in Bay County. The agreement with MSUE is for the first part of this initiative, Crime & Law Enforcement in Bay County, the cost is \$9,500.

Recommendation: Approve the agreement with MSUE pending approval of Corporation Council

BAY COUNTY BOARD OF COMMISSIONERS

02/08/11

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (2/1/11)

WHEREAS, Recognizing the serious budget challenges being experienced by state and local governments, the State of Michigan, along with several other groups, including the Michigan Municipal League, the Michigan Township Association and the Michigan Association of Counties, formed the Michigan Shared Public Services Initiative (SPSI); and

WHEREAS, The purpose of SPSI is to provide a collaborative framework through which local governments and school districts can access needed resources to develop and implement shared services to save money or protect services those communities offer; and

WHEREAS, The Governor and Michigan legislative leaders have already stated, during their campaigns and since their election, that local revenue sharing will be tied to local governments cooperating and collaborating with each other to share services and become more efficient in providing them; and

WHEREAS, Bay County decided to start this process, as early as possible, by appropriating funds in early December 2010 for 2011 and contacting MSUE; and

WHEREAS, The area of Law Enforcement was chosen to be reviewed first because of its importance and costs of providing it. There are seven police departments in Bay County, including the Michigan State Police. Bay County currently provides contractual road patrol services for eleven of the eighteen municipalities; and

WHEREAS, MSUE and Bay County staff will collect all the information regarding crime and law enforcement services. MSUE will organize the data, provide an analysis, provide mapping and prepare and present a report to Bay County. This report will be shared with the public and all of the municipalities; and

WHEREAS, The Board of Commissioners appropriated \$50,000 in the 2011 Commissioner's Budget to initiate Shared Public Services in Bay County. The agreement with MSUE is for the first part of this initiative, Crime & Law Enforcement in Bay County, the cost is \$9,500; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the Agreement with MSUE, East Lansing, for information gathering, mapping and analysis of crime and law enforcement services in Bay County; Be It Further

RESOLVED That the Chairman of the Board is authorized to execute said Agreement on behalf of Bay County following legal review/approval; Be it Finally

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

ERNIE KRYGIER, CHAIR

AND COMMITTEE

Sharing Public Services Initiative



**BAY COUNTY
PERSONNEL DEPARTMENT**

Thomas L. Hickner
County Executive

Tim Quinn
Personnel Director
quintt@baycounty.net

January 13, 2011

Ernie Krygier, Chairman
Ways and Means Committee
Bay County Board of Commissioners
515 Center Avenue
Bay City, MI 48708

Re: **Ways and Means Agenda Item**

Dear Chairman Krygier:

Please consider this item for the upcoming meeting of the Ways and Means Committee.

Request: Reimburse Judge Mark Janer for accrued sick leave time and vacation pay.

Background: Mark Janer has taken office as District Court Judge, effective January 1, 2011. He has requested a payout of his accrued sick (\$3,500.00 – this amount is a “capped” amount under the Personnel Policy) and vacation time (\$6,044.33). He will no longer accrue vacation time and sick leave under the County Personnel Policy.

Such payouts are allowed under the Personnel Policy only for “Termination of employment” or “Separation from county service.”

However, in the past when Cynthia A. Luczak transferred from Chief Deputy Clerk to County Clerk she was paid 100% of her accumulated vacation and 50% of her sick time accrual.

Similarly, when Kurt Asbury was elected to Prosecuting Attorney, the Board approved a resolution (2006-248, attached) which allowed a payout of his accrued vacation leave (\$2,198) and accrued sick leave (\$3500).

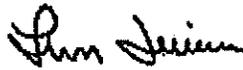
Finance/Economics: A budget adjustment of \$9,544.33 will be required.

Recommendation: Move this matter to the Board of Commissioners’ meeting for approval.

Ernie Krygier, Chairman
Ways and Means Committee
Bay County Board of Commissioners
January 13, 2011
Page 2

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Tim Quinn".

Tim Quinn, Director
Personnel and Employee Relations/Finance

cc: Tom Hickner
Mike Gray
Marty Fitzhugh
Crystal Hebert
Sue Gansser
Judge Mark Janer

G:\Board\WAYS&MEA\2011\January - Mark Janer.wpd

COPY

No. 2006-248

**BAY COUNTY BOARD OF COMMISSIONERS
11/14/06**

RESOLUTION

BY: PERSONNEL/JUDICIAL COMMITTEE (10/17/06)

WHEREAS, Kurt Asbury has requested a pay-out of his accrued sick (724.00 hours) and vacation (57.18 hours) at the time he transferred from Chief Assistant Prosecutor to Prosecutor on August 2, 2006; and

WHEREAS, Bay County's Personnel Policy allows pay-out of unused sick and/or vacation time to chief deputies to elected officials upon "termination of employment" or upon "separation from county service"; and

WHEREAS, In the past when Cynthia A. Luczak transferred from Chief Deputy Clerk to County Clerk she was paid 100% of her accumulated vacation and 50% of her sick time accrual; Therefore, Be It

RESOLVED By the Bay County Board of Commissioners that, in this instance, the Bay County Personnel Policy is hereby waived and, in accordance with past practice, authorization is granted to pay Kurt Asbury for accrued vacation leave (\$2,198.00) and accrued sick leave (\$3,500 maximum), funds to come from the Prosecutor's 2006 budget; Be It Further

RESOLVED That budget adjustments required are approved.

RICHARD L. BYRNE, CHAIR
AND COMMITTEE

Prosecutor K Asbury-Sick & Vac Pay-Out

MOVED BY COMM. Byrne

SUPPORTED BY COMM. Krygier

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Richard L. Byrne	✓			Dawn A. Kilda	✓			Brian K. Elder	✓		
Patrick H. Beson	✓			Ernie Krygier	✓			Eugene F. Gwizdata	✓		
Vaughn J. Beglck	✓			Kim Coonan	✓			Donald J. Tilley	✓		

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: ✓ YEAS 9 NAYS 0 EXCUSED 0

DISPOSITION: ADOPTED ✓ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____

**BAY COUNTY BOARD OF COMMISSIONERS
2/8/11**

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (2/1/11)
 WHEREAS, As Mark Janer is now a District Court Judge, effective 1/1/2011, he has requested a pay-out of his accrued sick (\$3,500 capped amount) and vacation (\$6,044.33); and
 WHEREAS, Bay County's Personnel Policy allows pay-out of unused sick and/or vacation time to chief deputies to elected officials upon "termination of employment" or upon "separation from county service"; and
 WHEREAS, In the past when Cynthia A. Luczak transferred from Chief Deputy Clerk to County Clerk she was paid 100% of her accumulated vacation and 50% of her sick time accrual; and
 WHEREAS, Kurt Asbury, when elected Bay County Prosecutor, was also allowed a payout of his accrued vacation leave and accrued sick; and
 WHEREAS, A budget adjustment in the amount of \$9,544.33 will be required; Therefore, Be It
 RESOLVED By the Bay County Board of Commissioners that, in this instance, the Bay County Personnel Policy is hereby waived and, in accordance with past practice, authorization is granted to pay Mark Janer for accrued vacation leave (\$6,044.33) and accrued sick leave (\$3,500 maximum), funds to come from Fund Balance ; Be It Further
 RESOLVED That budget adjustments required are approved.

ERNIE KRYGIER, CHAIR
AND COMMITTEE

Mark Janer-Sick & Vac Pay-Out

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Joe Davis				Tom Ryder			
Brandon Krause				Ernie Krygier				Christopher Rupp			
Vaughn J. Begick				Kim Coonan				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
Personnel Director
quinn@baycounty.net

January 26, 2011

Mr. Ernie Krygier, Chairperson
Ways and Means Committee
Bay County Board of Commissioners
515 Center Avenue
Bay City, MI 48708

**Re: *Two requests for personnel hires without presenting directly to
Personnel/Judicial Committee due to exigent circumstances***

Dear Commissioner Krygier:

Due to the pressing nature of these requests, please consider the following two items for consideration at the Ways and Means Committee February 1, 2011.

1. Request: Replace the position in the Treasurer's office recently vacated and provide temporary help for up to 60 days.

Background: Recently, an Account Clerk III accepted a position in the Finance Department, under the provisions of the Steelworkers' collective bargaining agreement (CBA). Additionally, the Treasurer has experienced the loss of a seasoned employee through the layoff provisions (bumping) of the CBA. The new employee is still learning the position and not completely capable of performing all of the functions in a timely manner.

Moreover, the Treasurer's office is entering into its busiest time of year in February and March.

Finance/Economics: USW full-time position with benefits at \$13.95 per hour entry, progressing to \$16.56 per hour after 2 years (TU07). This position is already in the 2011 budget and is not one that would probably be subject for recommendation of elimination should further cuts be required in 2011. The wages of the temporary help would be at least partially offset by the vacancy in the Treasurer's office now. The additional amount, if any, should come from the General Fund.

Recommendation: Present a motion to the Board of Commissioners to (1) authorize the hiring of an Account Clerk III for the Treasurer's office and also to hire an employee temporarily for no more than 60 days.

515 Center Avenue, Suite G102, Bay City, MI 48708-5121
(989) 895-4098 • FAX (989) 895-2076 • TDD (Hearing Impaired) (989) 895-4049
Web: www.baycounty-mi.gov

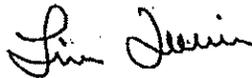
2. Request: To authorize filling of the vacancy of a Master Electrician caused by an employee tendering his resignation.

Background: The employee, a master electrician, ended his employment with the County on February 2, 2011. In order to perform electrical maintenance work or pull permits under his or her license. The County must have in its employ a master electrician. We have none at this time.

Finance/Economics: USW full-time unit position with benefits at \$16.94 per hour entry, progressing to \$20.18 per hour after 2 years (TU09), plus \$2.00 an hour for use of the license. This is a budgeted position for 2011. Minimal positive impact from hiring someone at a lower (entry) rate of pay.

Recommendation: Present a motion to the Board of Commissioners to authorize the hiring of a master electrician.

Sincerely,



Tim Quinn
Director - Personnel and Employee Relations

Thank you for your consideration in this matter.

cc: Tom Hickner
Rick Brzezinski
Michael Gray
Don Tilley
Tom Ryder



COUNTY OF BAY

515 Center Avenue, Suite 103 Bay City, MI 48708-5122

RICHARD F. BRZEZINSKI
BAY COUNTY TREASURER

PHONE (989) 895-4285
FAX (989) 895-4082

To: Ernie Krygier, Chair of Ways and Means
Tom Ryder, Chair Personnel/Judicial
Tim Quinn, Personnel Director
Date: January 25, 2011

Request:

Approve filling the vacant position, Account Clerk III in the Treasurer's office.

Background:

The employee in this position accepted the Account Clerk IV position in the Finance Department on January 19th, one day after the last Personnel/Judicial meeting. Commissioner Ryder, Chair of Personnel Judicial committee has granted permission to bring this request direct to the February Ways and Means meeting in order to reduce the time this position will be open.

The Finance department has requested the employee transferring as soon as possible due to the requirements to finish year end accounting and be ready for the audit. The last half of February and March is the busiest time of the year in the Treasurer's office with hundreds of taxpayers paying or facing foreclosure and taxpayers paying before March 1st. to avoid a significant increase in interest and fees.

This position is responsible for receipting in all of the County's revenue that is received by the various departments and payments made direct to the bank from the State and Federal government ensuring that revenue is credited to correct line items. Duties include backing up the cashier and clerk in the department.

Recommendation:

Approve filling the Account Clerk III position in the Treasurer's office.

- 576 -

BAY COUNTY BOARD OF COMMISSIONERS

2/1/11

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (2/1/11)

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, monies for said positions to come from the respective departmental budgets:

A. Treasurer

- 1. Account Clerk III (ft, \$13.95/hr. entry)
- 2. Account Clerk (temporary, 60 days)

B. Buildings and Grounds - Master Electrician (ft, \$16.94/hr. entry)

RESOLVED That budget adjustments, if required, are approved.

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.

ERNIE KRYGIER, CHAIR
AND COMMITTEE

Vacancies - 2/8/11

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Joe Davis				Tom Ryder			
Brandon Krause				Ernie Krygier				Christopher Rupp			
Vaughn J. Begick				Kim Coonan				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**

Tim Quinn
Personnel and Employee Relations Director
quinnt@baycounty.net

Thomas L. Hickner
County Executive

January 7, 2011

Ernie Krygier, 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 Krygier:

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

Tuition Reimbursement Request/USW employee/Jill McKeon, Statistics (STAT 220/Davenport University).

Background: The collective bargaining agreement with the USW full-time unit provides for the Bay County Executive to approve or deny requests for tuition reimbursement, but the committee prefers to review tuition requests prior to payment.

Financial: Funds are budgeted. Tuition reimbursement is \$793.13. Note: Ms. McKeon has requested \$1,586.25, however, I have approved 50% of her request.

Recommendation: Receive this item concerning a request for tuition reimbursement submitted by Jill McKeon, Account Clerk III/Treasurer's Office.

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

Sincerely,

Tim Quinn, Director
Personnel and Employee Relations

TQ/mr

cc: Tom Hickner; Mike Gray; Marty Fitzhugh; Rick Brzezinski; Jill McKeon; Matt Burley; Tuition file;
Personnel file

G:\Board\WAYS&MEA\2011\Tuition Request - Jill McKeon.January.wpd

PRE-CLASS APPROVAL FORM: TUITION REIMBURSEMENT

Jill McKean
Applicant's Name

253 TREASURERS
Department

U.S.W.A. # 15157
Bargaining Unit

DAVENPORT UNIVERSITY
School

B.B.A. - ACCOUNTING
Program

Are you on a degree program? YES NO

Course Number	Credit Hours	Tuition Per Hour	Fees	Books	Beginning Date	Ending Date	Class Title
1. BUS220	3	\$ 445.00	\$ 135.00	\$ 123.50	7/3/11	12/27/11	PROFESSIONAL ETHICS ^{dropped 1/18/11}
2. STAT220	3	\$ 445.00	\$ —	\$ 116.25	7/3/11	4/23/11	STATISTICS
Totals		1335.00 \$ + 2440.00	135.00 \$ + 126.00	116.25 \$ + 239.75	Total 3044.75	1586.25	

How is this class(es) job related? USE ETHICS EVERYDAY, USE OF STATISTICS TO COLLECT, ANALYZE & INTERPRET DATA FOR REPORTS.

CFO's and Deputies

Jill McKean
Applicant's Signature

Course Number Approved

All Other Units

12/28/10
Date

Jill McKean
Applicant's Signature

12/28/10
Date

Sheriff's Signature _____ Date _____

Bob F. [Signature]
Department Head's Signature

_____ Date _____

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

Human Resource Director's or County Executive's Signature _____ Date _____

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 for specifics before turning in this form!

159

RECEIVED

JAN 03 2011

PERSONNEL DEPARTMENT



Davenport University
 www.davenport.edu
 (800) 632-9569
 6191 Kraft Ave
 Grand Rapids, MI 49512

Student ID: 518272368
Due Date: 27-DEC-2010
Statement Date: 20-DEC-2010
Student Name: Mrs. Jill M. McKeon
Term: 201120

Student Schedule/Bill

CRN	SUBJ	CRSE	CMP	COURSE TITLE	CREDS	LV	DAYS	START/STOP	BUILD	ROOM
20007	BUSN	210	119	Professional Et	3.00	UG	W	0530-0825pm	SAACA	132
20954	STAT	220	117	Introduction to	3.00	UG	T	0530-0825pm	MIACA	108

Course Credits: 6.00

CHARGES		CREDITS/ANTICIPATED CREDITS	
ACH Fee	30.00	DU Foundation Scholarship	750.00
Registration Fee - Midland	100.00		
Technology Fee - Midland	35.00		
Tuition-Winter-Midland	1,335.00		
Tuition-Winter-Saginaw	1,335.00		
Total Charges:	\$2,835.00	Total Credits/Anticipated Credits:	\$750.00

Payment due by December 27, 2010
 Please note: The balance due may include ESTIMATED FINANCIAL AID and if for any reason aid is not approved, you will be responsible for the resulting charges on your Davenport student account.

Previous Balance:	\$0.00
Current Term Balance:	\$2,085.00
Amount Due:	\$2,085.00
Future Balance:	\$0.00

If payment is not received by the posted due date for the semester, your class will be dropped.

-60-



**BAY COUNTY
PERSONNEL DEPARTMENT**

**Thomas L. Hickner
County Executive**

Tim Quinn
Personnel Director
quinn1@baycounty.net

January 3, 2011

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

RE: **Tuition Reimbursement Request**

Dear Chairman:

I have enclosed a request for tuition reimbursement. Accordingly, please consider the request as summarized below at the next meeting of your committee.

Recommendation: Concur with Sheriff Miller's recommendation to approve CRIM 430 Criminal Law and Procedure and CRIM 311 Police and Society for Lt. Troy Cunningham.

Background: This request requires the approval of the Sheriff and the Ways and Means committee. Course descriptions are enclosed.

Financial: Use budgeted funds from sheriff's department.

Thank you for your consideration.

Sincerely,

Tim Quinn, Director
Personnel and Employee Relations

TQ/mr
Encl.

cc: Tom Hickner
Mike Gray
Sheriff Miller
Lt. Troy Cunningham
Personnel/Tuition Files

G:\Board\WAYS&MEA\2010\Troy Cunningham - Tuition Request.wpd

-61-

PRE-CLASS APPROVAL FORM: TUITION REIMBURSEMENT

Troy Cunningham
Applicant's Name

Sheriff
Department

POLC
Bargaining Unit

School: Delta / Ferris

Are you on a degree program? YES NO
Program Criminal Justice

Course Number	Credit Hours	Tuition Per Hour	Fees	Books	Beginning Date	Ending Date	Class Title
1. CRIM 430	4	\$ 331.00	\$	\$ 181.53	Sept 2010	Dec. 2010	Criminal Law and Procedure
2. CRIM 311	3	\$ 331.00	\$	\$ N/A	Sept 2010	Dec. 2010	Police and Society
Totals	7	\$ 331.00 +	\$ 2317.00 +	\$ 181.53 =	Total		
							\$ 2,498.53

How is this class(es) job related? These classes are directly related to my position with the Sheriff's Office.

CFO's and Deputies

Troy R Cunningham
Applicant's Signature

11-16-10
Date

J. E. Hill
Sheriff's Signature

11-17-10
Date

Course Number Approved

All Other Units

Applicant's Signature _____ Date _____

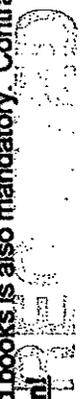
Department Head's Signature _____ Date _____

Human Resource Director's or County Executive's Signature _____ Date _____

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

\$ _____

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!



DEC 27 2010

White: Human Resources
Yellow: Ways and Means
Pink: Department Head

1621

Delta College Bookstore
1961 Delta Road
University Center, MI 48710
(989) 686-9030
www.delta.edu/bookstore

Sale

Receipt: 00184314
Cashier: Reg 8

001 001
08/23/10 12:16

Discount	Sale

1 SCHEB / CRIMINAL LAW & PROC 10207291 0-495-80981-0	Y \$171.25
	Subtotal: \$171.25
Tax: 6% State Tax	\$10.28
	Total: <u>\$181.53</u>
Tender:	
VISA	\$181.53
Change Due:	\$0.00
Customer Savings:	\$0.00

Refund/Exchanges
Receipt Required

Thank You For
Shopping With The
Delta College Bookstore!



10254562 Troy R. Cunningham
Oct 07, 2010 02:12 am

Account Summary by Term

 Anticipated third party contract payments, financial aid, and memos are **NOT** included in this summary. **To see your current balance, including Financial aid and other adjustments, you must click on the term header link.**

Your account may be paid in person or on-line through our ebill system, or by mail to the address indicated on your statement.

Summary

Account Balance:			\$0.00
Fall 2010, Aug 30-Dec 17			
Detail Code	Description	Charge	Payment Balance
1200	Tuition-East-Underg	\$2,317.00	\$0.00
9917	Web-Payment-E-Check	\$2,317.00	\$0.00
Term Charges:		\$2,317.00	
Term Credits and Payments:		\$2,317.00	
Term Balance:			\$0.00
Account Balance:			\$0.00

RELEASE: 8.2.0.1

-Ce4-



Michigan Criminal Procedure (CRIM 430)

Legal procedures governing the police and courts, due process, Bill of Rights, right to counsel, search and seizure, confessions, identification procedures. The study of court functions and civil law, emphasizing theories of tort liability. Meets MCOLES certification requirements. Pre-Requisites: Junior or Senior Status & Criminal Justice students only. Typically Offered Spring Only

College: College of Education-
Human Ser
Department: Criminal Justice
Credit Hours: 4

This course has a lecture with 4 hours.

Search Again

Use the search to find the course(s) that you are looking for.

Subject	- Select -
College	- Select -
Dept	- Select -
Level	- Select -
Contains	<input type="text"/>
<input type="button" value="Search"/>	

Ferris State University Catalog

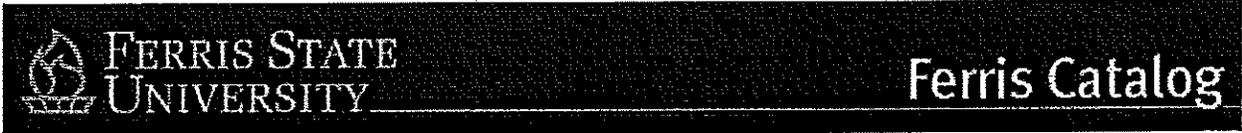
Follow a MI Career Pathway
FSU Home

Learn about a Program
Catalog Home

Find a Degree
Admissions

Locate a Course
Search

-65-



Police and Society (CRIM 311)

In this course the student will examine development, organization, policies, and performance of the police in society as well as community and selected social institutional factors as related to their influence on police systems. Pre-Requisites: Criminal Justice students only or department approval. Typically Offered On Demand

College: College of Education-
Human Ser
Department: Criminal Justice
Credit Hours: 3

This course has a lecture with 3 hours.

Search Again

Use the search to find the course(s) that you are looking for.

Subject	<input type="text" value="- Select -"/>
College	<input type="text" value="- Select -"/>
Dept	<input type="text" value="- Select -"/>
Level	<input type="text" value="- Select -"/>
Contains	<input type="text"/>
<input type="button" value="Search"/>	

Ferris State University Catalog

Follow a MI Career Pathway
FSU Home

Learn about a Program
Catalog Home

Find a Degree
Admissions

Locate a Course
Search

-66-

RESOLUTION

NO. _____

By: WAYS AND MEANS COMMITTEE 2/1/2011

RESOLVED: By this Board of Commissioners of Bay County, Michigan, that the following Budget Adjustments are hereby approved on 02/08/2011 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.

<u>Request Number</u>	<u>Fund Involved Department Involved</u>	<u>Favorable Impact</u>	<u>Unfavorable Impact</u>	<u>No Impact</u>
2011-02-002	General Fund Sheriff Department To re-align the budget for JAG (Justice Assistant Grant). The amount of the grant should be \$19,556 but the 2011 budget shows 10130100-50100 federal grants as \$24,000. This BA properly states the 2011 grant amount awarded to Bay County.			X
2011-02-003	Division on Aging Fund Millage Meal Sites To correct Division on Aging 2011 budget. The food supplies expense account should be \$8,200, but in error the budget shows a negative -\$8,200. This number should be positive because only revenue amounts are shown as negative under the MUNIS software system.		\$16,400	

RESOLUTION

NO. _____

2011-02-004 Division on Aging Fund \$3,890
Administration Activity

Correct Division on Aging 2011 budget. In error, the computer hardware and software did not get increased \$1,525 and \$2,475 respectively. ISD was in agreement with these purchases per memo sent on July 23, 2010. Funding source is millage money.

2011-02-006 General Fund \$62,246
Sheriff Department Activity

To correct 2011 budget for Sheriff Department, Road Patrol and Township Patrol budgets. The 71800 retirement line item (object) was calculated under these budgets in error, as the units are overfunded and no extra retirement contribution is required. The budget adjustment also corrects the 10131500 Road Patrol 98100 vehicle line item (object) for the 2011 budget that shows \$57,333 to replace three vehicles. The amount should be \$63,00.

Ernie Krygier, Chairman W.& M.
and Committee

- 68 -

Budget Amendment Detail Lines

My File Edit Tools Help



Summary

Journal

Journal 2011/02 2 Ref JAG Desc GRANT Eff Date 02/08/2011

Journal Lines

Org	Object	Description	I/D	Amount
10130100	50100	FEDERAL GRANTS	C	4,441.00
10130100	93700	HARD/SOFTWARE REPAIR & MAINT	D	4,441.00

Add Description

Journal Totals

Increase	.00
Decrease	.00

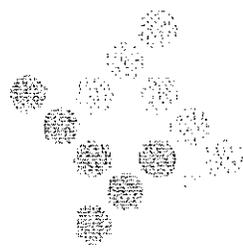
-69-

Bay County Michigan

Additional Comments

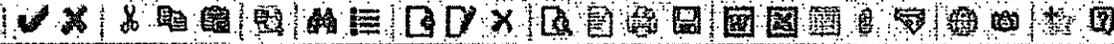
Journal: 2 Line: 1

TO RE-ALIGN THE BUDGET FOR JAG (JUSTICE ASSISTANCE GRANT) THE AMOUNT OF THE GRANT SHOULD BE \$19,556 BUT THE 2011 BUDGET SHOWS 10130100 - 50100 FEDERAL GRANTS AS \$24,000. THIS B.A. PROPERLY STATES THE 2011 GRANT AMOUNT AWARDED TO BAY COUNTY.



Budget Amendment Detail Lines

My File Edit Tools Help



Summary

Journal

Journal 2011/02 3 Ref FOOD Desc SUPPLIES Eff Date 01/23/2011

Journal Lines

Org	Object	Description	I/D	Amount
27667207	71200	FOOD SUPPLIES	I	16,400.00
27667207	40200	CURRENT REAL PROPERTY TAXES	I	16,400.00
27667200	40200	CURRENT REAL PROPERTY TAXES	D	16,400.00
27667200	40001	FUND BALANCE	I	16,400.00

Add Description

Journal Totals

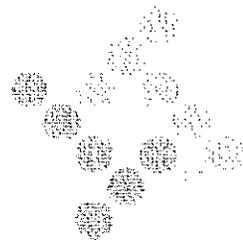
Increase	16,400.00
Decrease	16,400.00

Bay County, Michigan

Additional Comments

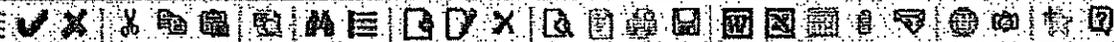
Journal: 3 Line: 1

TO CORRECT DIVISION ON AGING 2011 BUDGET. THE FOOD SUPPLIES EXPENSE ACCOUNT SHOULD BE \$8,200. BUT IN ERROR THE 2011 BUDGET SHOWS A NEGITIVE - \$8,200 THIS NUMBER SHOULD BE POSITIVE BECAUSE ONLY REVENUE AMOUNTS ARE SHOWN AS NEGITIVE UNDER THE MUNIS SOFTWARE SYSTEM.



Budget Amendment Detail Lines

My File Edit Tools Help



Summary

Journal
 Journal 2011/02 4 Ref 9/9 MT Desc BA ADM Eff Date 02/08/2011

Journal Lines

Org	Object	Description	Eff Date	Amount
27667200	90001	FUNERAL DANCE	02/08/2011	3,890.00
27667200	86100	CONFERENCE FEES & EXPENSES	02/08/2011	110.00
27667200	96741	COMPUTER HARDWARE EXPENSE	02/08/2011	1,525.00
27667200	96742	COMPUTER SOFTWARE EXPENSE	02/08/2011	2,475.00

Add Description

Journal Totals

Increase	110.00
Decrease	110.00

Bay County, Michigan

Additional Comments

Journal: 4 Line: 1

CORRECT DIVISION ON AGING 2011 BUDGET IN ERROR THE COMPUTER HARDWARE AND SOFTWARE DID NOT GET INCREASED \$1,525. & \$2,475. RESPECTIVELY. ISD WAS IN AGREEMENT WITH THESE PURCHASES PER MEMO SENT ON JULY 23,2010. FUNDING SOURCE IS MILLAGE MONEY.

Budget Amendment Detail Lines

My File Edit Tools Help



Summary

Journal

Journal 2011/02 6 Ref CORR. Desc 71800-RETI Eff Date 02/08/2011

Journal Lines

Org	Object	Description	I/D	Amount
10131500	71603	RETIREE HEALTH CARE CONTRIBUT.	I	909.00
10131500	71800	RETIREMENT	D	36,062.00
10131500	98100	VEHICLES	I	5,667.00
10110100	40001	FUND BALANCE	D	29,486.00
10131100	71800	RETIREMENT	D	2,031.00
10131100	71603	RETIREE HEALTH CARE CONTRIBUT.	I	1,897.00
10130100	71800	RETIREMENT	D	16,850.00
10110100	40001	FUND BALANCE	D	16,984.00
10131503	71603	RETIREE HEALTH CARE CONTRIBUT.	I	64.00
10131503	71800	RETIREMENT	D	6,188.00
10131503	68102	REIMBURSEMENT-BANGOR TOWNSHIP	D	6,143.00
10110100	40001	FUND BALANCE	I	19.00
10131504	71800	RETIREMENT	D	2,037.00
10131504	71603	RETIREE HEALTH CARE CONTRIBUT.	I	46.00
10131504	68111	REIMBURSEMENT-PORTSMOUTH TWNSP	D	2,000.00
10110100	40001	FUND BALANCE	I	9.00
10131505	71800	RETIREMENT	D	3,957.00

Add Description

Journal Totals

Increase	1,864.00
Decrease	1,864.00

Budget Amendment Detail Lines

My File Edit Tools Help



Summary

Journal

Journal 2011/02 6 Ref CORR. Desc 71800-RETI Eff Date 02/08/2011

Journal Lines

Org	Object	Description	I/D	Amount
10131505	71603	RETIREE HEALTH CARE CONTRIBUT.	I	13.00
10131505	68101	REIMBURSEMENT-WILLIAMS TOWNSHP	D	3,958.00
10110100	40001	FUND BALANCE	I	14.00
10131506	71800	RETIREMENT	D	4,233.00
10131506	68113	REIMBURSEMENT-MONITOR TOWNSHIP	D	4,246.00
10110100	40001	FUND BALANCE	I	13.00
10131507	71800	RETIREMENT	D	1,526.00
10131507	68125	REIMBURSEMENT-CITY OF AUBURN	D	1,535.00
10110100	40001	FUND BALANCE	I	9.00
10131516	71800	RETIREMENT	D	2,091.00
10131516	71603	RETIREE HEALTH CARE CONTRIBUT.	I	10.00
10131516	68123	REIMBURSEMENTS-SCHOOL DISTRICT	D	2,089.00
10110100	40001	FUND BALANCE	I	8.00
10131600	71800	RETIREMENT	D	1,595.00
10131600	71603	RETIREE HEALTH CARE CONTRIBUT.	I	8.00
10110100	40001	FUND BALANCE	D	1,537.00
10131681	71800	RETIREMENT	D	4,419.00

Add Description

Journal Totals

Increase 1,864.00

Decrease 1,864.00

Budget Amendment Detail Lines

My File Edit Tools Help



Summary

Journal
 Journal 2011/02 6 Ref CORR, Desc 71800-RETI Eff Date 02/08/2011

Journal Lines

Org	Object	Description	I/D	Amount
10131600	71603	RETIREE HEALTH CARE CONTRIBUT.	I	0.00
10110100	40001	FUND BALANCE	D	1,597.68
10131681	71800	RETIREMENT	D	4,419.00
10131681	71603	RETIREE HEALTH CARE CONTRIBUT.	I	4.00
10110100	40001	FUND BALANCE	D	4,415.00
10131700	68110	REIMBURSEMENT-KAWKAWLIN TWP.	I	4,646.00
10131700	68103	REIMBURSEMENT-BEAVER TOWNSHIP	I	2,124.00
10131700	71800	RETIREMENT	D	599.00
10131700	71603	RETIREE HEALTH CARE CONTRIBUT.	I	3.00
10110100	40001	FUND BALANCE	D	7,366.00
10131701	71800	RETIREMENT	D	233.00
10131701	71603	RETIREE HEALTH CARE CONTRIBUT.	I	15.00
10110100	40001	FUND BALANCE	D	218.00
10131200	71800	RETIREMENT	D	2,186.00
10131200	71603	RETIREE HEALTH CARE CONTRIBUT.	I	70.00
10110100	40001	FUND BALANCE	D	2,116.00

Add Description

Journal Totals

Increase	1,864.00
Decrease	1,864.00

Bay County, Michigan

Additional Comments

Journal: 6 Line: 2

TO CORRECT 2011 BUDGET FOR SHERIFF DEPARTMENT, ROAD PATROL AND TOWNSHIP PATROL BUDGETS. THE 71800 RETIREMENT LINE ITEM (OBJECT) WAS CALCULATED UNDER THESE BUDGETS IN ERROR, AS THE UNITS ARE OVERFUNDED AND NO EXTRA RETIREMENT CONTRIBUTION IS REQUIRED. THE BUDGET ADJUSTMENT ALSO CORRECTS THE 10131500 ROAD PATROL 98100-VEHICLE LINE ITEM (OBJECT) FOR THE 2011 BUDGET THAT SHOWS \$57,333 TO REPLACE THREE VEHICLES. THE AMOUNT SHOULD BE \$63,000.

Analysis of General Fund Unreserved/Undesignated Fund Balance 2010

Description	Res. or Motion #	2010 Fund Balance	Fund Balance Budgeted
Unreserved/Undesignated Fund Balance or (Deficit) 12/31/2009		\$3,406,455	\$0
Reverse previous years reserved/designated Fund Balance *		\$575,501	
Unreserved/Undesignated Fund Balance or (Deficit)		\$3,981,956	
2010 Budgeted Surplus / (Deficit)		\$0	

BUDGET ADJUSTMENTS POSTED IN JANUARY THROUGH DECEMBER 2010

To budget for rollover of 2009 PO's @12/31/09*	10-02-0661	(\$575,501)	575,501
Rollover remaining Fds recreation act frm orig \$1000 BC/BS MI Walks prog	10-03-0002	(\$664)	664
Budget 10131500 for purchase Patrol Veh due to accident net ins proceeds	10-03-0020	(\$14,675)	14,675
Budget for polycam system & cart at Juvenile Home for Probate Court	10-03-0008	(225)	225
Budget for polycam system & cart at Juvenile Home for Probate Court	10-03-0008	(5,115)	5,115
Correct 10120200 payroll revenue s/b \$75 keyed in as \$7500 under 63700	10-04-0006	(7,425)	7,425
Roll over unused funds budgeted in 2009 for exterior cleaning of Bldg.	10-04-0003	(6,000)	6,000
Roll over remaining Bangor DDA expenditure dollars for Civic Arena.	10-04-0005	(63,456)	63,456
Roll over 2008 P.O.'s per request of Purchasing Agent for the yr 2010	10-05-0642	(20,529)	20,529
2010 Budget Target Reduction - Chlld care	10-05-0021	(7,324)	7,324
To correct 2010 budget G.F. 96999 acct s/b \$2,346 less	10-05-0022	2,346	(2,346)
Adj 2010 target budget reduction for grant activities should not be reduced	10-05-0035	(1,211)	1,211
Adj 2010 target budget reduction for grant activities should not be reduced	10-05-0036	(4,969)	4,969
Electronic ticket system Improve efficiency and officer safety-Road Patrol	10-05-0039	(115,000)	115,000
Budget Juvenile Home "Why Try" training program run by MSU employees	10-06-0002	(439)	439
Budget for Health Dept Clinic Software from Mitchell McCormick	10-06-0326	(193,920)	193,920
Correct budget target reduction the reduction recorded under G..F. s/b Othe	10-08-0004	(99)	99
2010 budget allocation not adequate for election expense	10-08-0005	(45,000)	45,000
Correct 2010 original budget for secondary road patrol grant	10-08-0008	(12,652)	12,652
Correct 2010 original budget for youth alcohol grant	10-08-0009	(5,815)	5,815
Budget LED - ARRA grant 10% match for General Fund	10-08-0514	(15,000)	15,000
Correct 2010 original budget for secondary Williams road patrol grant	10-08-0008	12,020	(12,020)
Correct 2010 original budget for drive safely grant	10-08-0009	21,915	(21,915)
To cover the cost of transportation for autopsies. Board Res # 2010-202	10-09-0325	(4,000)	4,000
Increase ISD budget for Internet fees from Charter for county wide access	10-09-0653	(4,800)	4,800
Increase Juvenile Home for 50% of costs related to phone system.	10-09-0654	(4,522)	4,522
For Sheriff Dept purchase a restraint chair,50% funding from MMRMA	10-09-0001	(762)	762
Reduce current property taxes, personal property, industrial facility taxes	10-09-0003	(822,516)	822,516
Budget for Bangor DDA one time lump sum distribution prorated	10-09-0004	93,570	(93,570)
Budget for one time residual cash from Mental Health Group Homes (deb)	10-09-0005	717,227	(717,227)
Budget for Dependent Verification Audit for payroll	10-09-0005	(8,000)	8,000
Budget for purchase of two laptop Computers for Juvenile Home	10-09-0005	(3,315)	3,315
Budget for mediation settlement agreement regarding EEOC charge	10-09-0005	(15,631)	15,631
Election budget returning extra money saved on 2010 election to G. Fund	10-11-003	18,000	(18,000)
Budget for water damage on 4-4-10 reimbursement check from MMRA	10-11-038	16,019	(16,019)
Budget for additional 2% retirement employer contribution for 2010	10-11-059	(196,751)	196,751
Increased concealed weapons permits (revenue) for the Clerks budget	10-11-059	8,000	(8,000)
New truck box to be put on a new donated truck for Animal Control truck	10-11-082	(3,749)	3,749
Purchase an Identphoto system for the process of concealed weapons	10-11-083	(8,000)	8,000

Budget for an actuarial studies to be done	10-11-495	(10,000)	10,000
Budget for software for Sheriff Department Road Patrol daily logs	10-11-498	(17,000)	17,000
Budget for rental income and legal fees for Mental Health Group Homes	10-12-029	18,400	(18,400)
Increase Road Patrol budget for gasoline	10-12-007	(5,000)	5,000
Budget for Pinconning Park adding 6 camp grounds	10-12-008	(8,850)	8,850
Budget for inquiries to stamp.com about mailing procedures	10-12-009	(316)	316
Budget for Medicare part D expenses	10-12-011	(18,428)	18,428
Budget for utility bills at Community Center	10-12-015	(15,000)	15,000
Budget for electronic tickets for District Court	10-12-248	(76,741)	76,741
Budget for ISERIES upgrades for Information Systems Department	10-12-240	(7,600)	7,600
Budget for desk purchased with JAG grant money in 2009 but pd for in 2010	10-12-1110	(2,537)	2,537
		0	0
December 31, 2010		(1,421,040)	1,421,040
Unreserved, Undesignated Fund Balance or (Deficit) 12/31/2010		\$2,560,916	\$1,421,040

THOMAS L. HICKNER
Bay County Executive

FINANCE DEPARTMENT
Bay County Building
515 Center Avenue, Suite 701
Bay City, MI 48708-5128



TIMOTHY E. QUINN
Finance Officer
quinnt@baycounty.net

CRYSTAL A. HEBERT
Assistant Finance Officer
hebertc@baycounty.net

KIMBERLY A. PRIESSNITZ
Budget/Grants
priessnitzk@baycounty.net

TO: Ernie Krygler, Chairperson
Ways & Means Committee

FROM: Crystal Hebert,
Assistant Finance Officer

RE: Executive Directive #2007-11

DATE: January 25, 2011

REQUEST:

Please place this memo on the February 1, 2011 agenda for your committee's information.

BACKGROUND:

On January 10, 2011, 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 2010 and/or 2011 appear to have no changes, except what is noted below:
 - A. The Friend of the Court has received notice that the Child Support Bench Warrant Enforcement Grant (10131101) in the amount of \$10,160 has been eliminated.

RECOMMENDATION:

To receive.

c: Tom Hickner
Michael Gray
Marty Fitzhugh
Kim Priessnitz
Tim Quinn

TEL (989) 895-4030 TDD (989) 895-4049 FAX (989) 895-4039
www.baycounty-mi.gov

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