

**WAYS AND MEANS COMMITTEE
AGENDA
TUESDAY, FEBRUARY 7, 2012**

4:00 P.M.

COMMISSION CHAMBERS, FOURTH FLOOR, BAY COUNTY BUILDING

PAGE NO.

- I CALL TO ORDER
 - II ROLL CALL
 - 1-3 III MINUTES (1/3/12)
 - IV PUBLIC INPUT
 - V PETITIONS AND COMMUNICATIONS
- 4-5 A. Circuit/District Court Administrator - Grant Funding for Adult Drug court Discretionary Programs (**Seeking authorization to apply for grant funding for Adult Sobriety/Drug Treatment Court; authorization for Board Chair to sign required documents - proposed resolution attached**)
 - 6-7 B. 911 Director - Chief Solution Area Planner Position (**Seeking approval of contract w/Chief Solution Area Planner; authorization for Board Chair to sign contract; approval of any required budget adjustments - proposed resolution attached**)
 - 8 C. Financial Analyst - Golf Course Operation (**Seeking adopted of attached resolution which rescinds res. no. 2004-08 re Golf Course capital outlay funds**)
 - 9-11 D. Director of Environmental Affairs & Community Development - Great Lakes Grant (**Seeking authorization to make application for grant funds as they become available throughout 2012!; authorization for Board Chair to sign required documents; approval of related budget adjustments - proposed resolution attached - note: favorably recommended by Human Services Committee 1/17/12**)
 - E. Mosquito Control Manager
- 12-13 1. 2012 Light Trap Contracts (**Seeking approval of contracts with 12 service providers; authorization for Board Chair to sign - proposed resolution attached**)
 - 15-18 2. Control Material Bid Awards (**Seeking award of materials bids as recommended - proposed resolution attached**)
 - 19-20 3. Trucks (**Seeking authorization to purchase two ½ Ton pickup trucks; approval of required budget adjustments - proposed resolution attached**)
 - 21-23 F. Gypsy Moth Program Coordinator - Bids & Contracts for Treatment of Emerald Ash Borer (**Seeking authorization to secure bids for treatment to ash trees as outlined; authorization for Board Chair to sign appropriate contracts; approval of required budget adjustments - proposed resolution attached**)

- G. Health Department
 - 24-25 1. Correction of 2012 Environmental Health Fees (**Seeking approval of revised rates for Serv Safe, Not for Profit and Re-inspection Fee - proposed resolution attached**)
 - 26-27 2. National Network of Public Health Institutes for Quality Improvement (QI) Funding (**Seeking authorization to make application for grant funding; authorization for Board Chair to sign required documents; approval of required budget adjustments - proposed resolution attached**)
- 28-29 H. Director, Division on Aging - Senior Project Fresh Coupon Grant Funding (**Seeking authorization to make application for Bay Area Community Foundation grant funding; authorization for Board Chair to sign required documents; approval of required budget adjustments - proposed resolution attached**)
- I. Personnel Director
 - 30-31 1. Veterans' Service Office (**Seeking appropriation of \$9,360 from Fund Balance to cover contractual arrangement w/Veterans' Service Officer; authorization for Board Chair to sign contract; approval of required budget adjustments - proposed resolution attached**)
 - 32-34 2. Tuition Reimbursement - Jill McKeon, Finance Department (**Receive**)
- J. Finance Director
 - 35-44 1. Budget Adjustments (**Approval required**)
 - 45-46 2. Analysis of General Fund Unreserved/Undesignated Fund Balance 2011 (**Receive**)
 - 47 3. 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 3, 2012, IN THE COMMISSIONERS CONFERENCE ROOM, FOURTH FLOOR, BAY COUNTY BUILDING.

CALL TO ORDER BY CHAIR KRYGIER AT 4:01 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	Y	Y	Y			
DONALD J. TILLEY, V.CHRMN. P	M/Y	S/Y	M/Y	M/Y	M/Y	Y	Y	Y	S/Y			
MICHAEL J. DURANCZYK P	S/Y	Y	Y	Y	S/Y	Y	S/Y	Y	M/Y			
BRANDON KRAUSE P	Y	Y	Y	Y	Y	Y	M/Y	M/Y	Y			
VAUGHN J. BEGICK P	Y	Y	Y	Y	Y	S/Y	Y	Y	Y			
JOE DAVIS	E	X	C	U	S	E	D					
TOM RYDER P	Y	Y	Y	S/Y	Y	Y	Y	Y	Y			
CHRISTOPHER RUPP P	Y	Y	S/Y	Y	Y	Y	Y	S/Y	Y			
KIM COONAN, EX OFFICIO P	Y	M/Y	Y	Y	Y	M/Y	Y	Y	Y			

MOTION NO.

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

MOTION NO.

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

OTHERS PRESENT: M.FITZHUGH, C.HEBERT, T.QUINN, K.PRIESSNITZ, F.HORGAN, J.WOLICKI-NICHOLS, HUMAN SOCIETY REPS; R.BRZEZINSKI, J.MILLER, C.IZWORSKI, M.HALSTEAD, P.BESON, M.MCNALLY, B.SHORT, T.PUTT, C.MAILLETTE, R.REDMOND, S.MURPHY, 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 3, 2012
PAGE 2**

MOTION NO.

NOTE: In addition to these typed minutes, this Committee meeting was also taped by Bay 3 TV and those tapes are available for review in the Administrative Services Department.

- 1** **MOVED, SUPPORTED AND CARRIED TO APPROVE THE MINUTES OF THE DECEMBER 6, 2011 WAYS AND MEANS COMMITTEE MEETING AS PRINTED.**

Public input was called with no one wishing to address the Committee.

The first item on the agenda was a request from Jeanne Wolicki-Nichols, Humane Society, requesting clarification on wages for employees of the Animal Control Department. Michael Halstead, Animal Control Manager, explained wage increases were the result of step increases for the Manager and for 2 newer Animal Control Officers. He noted the employees have not received a pay increase, other than the referred to step increases, since 2008. Committee Chair Krygier commented that had spoken with the County's Personnel Director Tim Quinn about commencing discussions with the unions to allow volunteers from the Humane Society or others to work at the Animal Shelter doing clean-up work. The Personnel Director indicated his willingness to look into this and possibly have a Memorandum of Understanding with the union to allow volunteers to work at Animal Control. Commissioner Begick questioned if there would be liability issues with this type of arrangement and depending on the arrangement, Corporation Counsel indicated that this would have to be addressed. The Animal Control Manager was also supportive of discussions with the unions on this issue.

The next item on the agenda was from the Purchasing Agent seeking authorization to participate in the Michigan Inter-governmental Trade Network. It was

- 2** **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF PROPOSED RESOLUTION GRANTING AUTHORIZATION TO JOIN THE MICHIGAN INTER-GOVERNMENTAL TRADE NETWORK.**
- 3** **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF PROPOSED RESOLUTION AUTHORIZING THE 2011-12 HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS GRANT FOR LEPC.**
- 4** **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF PROPOSED RESOLUTION AUTHORIZING THE 2011-2012 SCRAP TIRE CLEANUP GRANT PROGRAM.**
- 5** **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION AUTHORIZING THE 2012 REMONUMENTATION GRANT.**

**WAYS AND MEANS COMMITTEE
TUESDAY, JANUARY 3, 2012
PAGE 3**

MOTION NO.

- 6 MOVED, SUPPORTED AND CARRIED TO CONCUR WITH THE SHERIFF'S APPROVAL OF TUITION REIMBURSEMENT TO LT. TROY CUNNINGHAM, SHERIFF DEPARTMENT.**
- 7 MOVED, SUPPORTED AND CARRIED TO RECEIVE ANALYSIS OF GENERAL FUND UNRESERVED/UNDESIGNATED FUND BALANCE 2011.**
- 8 MOVED, SUPPORTED AND CARRIED TO RECEIVE EXECUTIVE DIRECTIVE 2007-11.**

Commissioner Begick indicated he would have a resolution for the full Board meeting recognizing the recent award to the Friends of Bay City State Recreation Area. Committee Chair Krygier noted that the Beach Wellness event will take place in June.

Committee Chair Krygier wished to thank all the well wishers who sent cards and prayers his way following his recent stroke. They were of great help and he is coming along very well.

There being no further business, it was

- 9 MOVED, SUPPORTED AND CARRIED TO ADJOURN (4:11 P.M.).**

Submitted by:

Deanne Berger

Deanne Berger
Board Coordinator



18th JUDICIAL CIRCUIT COURT
74th JUDICIAL DISTRICT COURT

1230 Washington Avenue
Bay City, Michigan 48708-0010

KIM B. MEAD
Court Administrator

Phone: (989) 895-4266
Fax: (989) 895-4099
meadk@baycounty.net

January 27, 2012

Ernie Krygier, Chair
Ways and Means Committee
Bay County Commissioners
515 Center Avenue
Bay City, Michigan 48708

Commissioner Krygier:

The 18th Circuit Court and the 74th District Court would like authorization to apply for grant funding from the U.S. Department of Justice. The DOJ has announced a competitive grant for Adult Drug Court Discretionary programs. If Bay County is awarded a grant the funds would allow the existing Adult Sobriety/Drug Treatment Court to double the number of participants from 50 to 100.

The Court asks the Ways and Means Committee to make a recommendation to the full Board authorizing the Board Chair to sign the application once it is completed. Signature of the application only supports the request; it does not commit the County. A formal request for funding will be submitted if we are one of the successful recipients. The deadline for application is March 8, 2012.

Sincerely,

Kim Brian Mead
Administrator

BAY COUNTY BOARD OF COMMISSIONERS

2/14/12

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (2/7/12)

WHEREAS, The 18th Circuit Court and the 74th District Court wish to make application for grant funding from the U. S. Department of Justice for funding under the Adult Drug Court Discretionary Programs; and

WHEREAS, If successful, Bay County would be able to double the number of participants in the Adult Sobriety/Drug Treatment Court from 50 to 100; Therefore, Be It

RESOLVED That the Chairman of the Board is authorized to execute the U. S. Department of Justice grant application and all related required documents on behalf of Bay County following legal review/approval.

ERNIE KRYGIER, CHAIR
AND COMMITTEE

Courts - Drug Treatment Program - DOJ Grant Application

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:

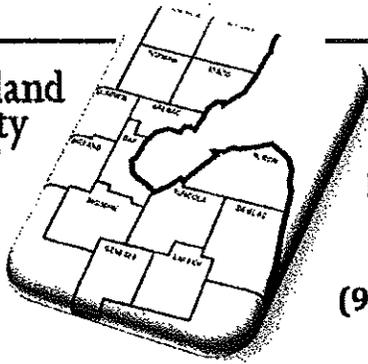
ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

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



Homeland Security
Department of Homeland Security



**Michigan 3rd District Regional
Homeland Security Planning Board**
515 Center Avenue, Suite 403
Bay City, MI 48708-5125
(989) 895-4130 Fax (989) 895-2094

Michael K. Gray, Chairman
Robert Rae, Vice-Chair
Sharon Mika, Secretary

Solution Area Planner(s)
John H. West-SAP Coordinator
Richard (Rick) Konsdorf-VCI, LETF
Richard (Rich) Kos-CP&P, CCC, FF
Rich Lively - LE RIC
Max Machuta-CSAP
John Sallustio-CAP

Patricia A. Bostick, Fiduciary
Eliza Cortez, Recording Secretary

Alcona County
Elizabeth Galer
Kristin Hoffman

Arenac County
Ed Rohn
James Mosciski

Bay County
Michael K. Gray
Gerry Runde

Genesee County
Jennifer Boyer
Michael Chatterson

Gladwin County
Leo Gary
Mark P. Sohlden

Huron County
Burt Eichler
Mike Anderson

Iosco County
Robert Rae
Ed Rohn

Lapeer County
Mary Piorunek
Todd Alexander

Midland County
Roger Garner
Fred Yanoski

Ogemaw County
Carol Adair

Oscoda County
Elizabeth Galer
Kevin Grace

Saginaw County
Tim Genovese

Sanilac County
Todd Hillman

Tuscola County
Patrick Finn
Sharon Mika

Region 3 HPN
Jim Brasseur

District 3 Coordinator
Lt. Lisa Speary

U.S. Coast Guard
Matt Hoppe

MEMORANDUM

DATE: February 1, 2012
TO: Mr. Ernie Krygier, Chairman - Ways & Means Committee
FROM: Mr. Leonard Norman, 911 Director LN
SUBJECT: Chief Solution Area Planner Position, Region 3 Homeland Security Planning Board

Request: Due to the recent resignation of Mr. John West, we request authorization to replace Mr. West's Chief Solution Area Planner position and for the Bay County Board Chairman to sign the contractual agreement for the person hired.

Background: The Chief Solution Area Planner oversees the work of the other Solution Area Planners currently contracted by Bay County, Fiduciary for Region 3.

All contracts for planning, on behalf of the Region 3 Homeland Security Planning Board, are directly between Bay County as Fiduciary and the contractor. The Region 3 Homeland Security Planning Board has approved the replacement of this position.

Economics: This position is funded by Homeland Security grants. The budgeted amount has been approved by the Region 3 Homeland Security Planning Board and will continue through the approved grant cycles.

Recommendation: Authorization for the Bay County Board Chairman to sign, with approval as to form by Corporation Counsel, the contract for the Chief Solution Area Planner

cc: Tom Hickner, Michael Gray, Crystal Hebert, Marty Fitzhugh, Tim Quinn, Frances Horgan, Pat Bostick, R3HSPB

BAY COUNTY BOARD OF COMMISSIONERS

2/14/12

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (2/7/12)
 WHEREAS, Recently John West, Chief Solution Area Planner for Region 3, resigned; and
 WHEREAS, Mr. West was employed by Bay County through a Board of Commissioners approved contractual arrangement with concurrence from the Region 3 Homeland Security Planning Board; and
 WHEREAS, The role of Chief Solution Area Planner is to supervise the work of the other Solution Area Planners currently contracted by Bay County, fiduciary for Region 3; and
 WHEREAS, The Chief Solution Area Planner position is funded by Homeland Security grants and the budgeted amount has been approved by the Region 3 Homeland Security Planning Board and will continue through the approved grant cycles; Therefore Be It
 RESOLVED That the Bay County Board of Commissioners authorizes filling the Chief Solution Area Planner vacancy through contractual arrangement as previously approved and budgeted; Be It Further
 RESOLVED That the Chairman of the Board is authorized to execute the contract with the Chief Solution Area Planner 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

Homeland Security - Chief Solution Area Planner Contract

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 BOARD OF COMMISSIONERS

2/14/12

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (2/7/12)

WHEREAS, The Bay County Golf Course is in need of cash during the pre-season months of 2012; and

WHEREAS, The Board's Financial Analyst is recommending rescission of resolution no. 2004-08, adopted by the Bay County Board of Commissioners February 3, 2004, which designates 25% of the annual value of depreciation expense for future capital expenditures; and

WHEREAS, The current capital outlay balance in the Golf Course Fund is approx. \$56,000; Therefore, Be It

RESOLVED By the Bay County Board of Commissioners that resolution no. 2004-08 adopted February 3, 2004 is hereby rescinded; Be It Further

RESOLVED That the balance of capital outlay funds (approx. \$56,000) is now undesignated, effective 12/31/11.

ERNIE KRYGIER, CHAIR
AND COMMITTEE

Golf Course - Capital Outlay Funds

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

www.baycounty-mi.net/eacd



LAURA OGAR, DIRECTOR

ogarl@baycounty.net

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

TOM HICKNER
County Executive

M E M O R A N D U M

DATE: January 17, 2012

TO: Mike Duranczyk, Chair
Human Services Committee

FROM: Laura Ogar, Director
Environmental Affairs & Community Development

RE: Authorization to Apply for Great Lakes Grants; No General Funds.

Background:

The Environmental Protection Agency's (EPA) Great Lakes Restoration Initiative, (GLRI) will target the most significant problems in the region, including invasive aquatic species, non-point source pollution, and contaminated sediment. As is common with various federal grant programs, these and related grant program funds are intended to get out quickly for 'on-the-ground' projects. While most of the funding is being administered through EPA, some funds are then transferred to other federal agencies performing similar work such as the US Fish and Wildlife, NOAA, etc.

Deadlines can be very short to apply for this grant funding, and the grant proposals tend to come together

quickly and get modified while adapting to various partner needs. Recently a regional proposal for Arenac, Bay, Tuscola and Huron was modified just days before submittal due to change in circumstance with the designated applicant. I request authorization during the course of 2012 to apply for grants addressing environmental/community restoration projects where no cash match is required.

Finance & Economics:

No general funds will be used or obligated;

Recommendation:

Upon favorable review of Corporation Council, approval to apply for grant funds with no cash match required. Also, request authorization to make budget adjustments and any signatures required and documentation associated with this request.

cc: Tom Hickner
Crystal Hebert
Deanne Berger
Marty Fitzhugh
Mike Gray

BAY COUNTY BOARD OF COMMISSIONERS

02/14/12

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (2/7/12)
 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, and other federal agencies performing similar work as the US Fish and Wildlife, NOAA, etc.; 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 2012; and
 WHEREAS, Saginaw-Bay improvements and its quality of life and economic implications continue to be a priority of the community and the Director of Environmental Affairs and Community Development wishes to apply for grants addressing environmental/community restoration projects where no cash match is required; 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 County funds being committed, in-kind match in the form of the Director's time, public participation or volunteer effort may be provided; Be It Further
 RESOLVED That the grant applicant/recipient departments are required to work with the Finance Department whose staff will provide financial oversight of said grant; Be It Finally
 RESOLVED That the Chairman of the Board is authorized to sign required application, award and related documents, including contracts, on behalf of the Board 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 - Great Lakes 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 _____

-11-

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 13, 2012

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 2012 Mosquito Season.

cc: Tom Hickner
Mike Gray
Laura Ogar

-12-

2012 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. Robert Gilbert	506 Columbian (BCW) (506 Columbian)	Bay City 48706	686-4867
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. Jeff Lambert	1526 Helen St LT @ 1600 S. Grant (BCE)	Bay City 48708	892-0459
8. Larry Lozo (Mary Lozo)	1882 E Beaver Rd (Kawk) LT @ (2544 Old Beaver Rd)	Kawkawlin 48631	686-4575 (msg) 684-3837
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. Rev. Carl F. Trosien (trozeen)	1611 Nebobish (Essexville)	Essexville 48732	893-7224
12. John Zawilinski	51 Spruce Ridge Dr	Bay City 48706	686-3554

* Light Trap Contracts 240.00-620.00-802.02

BAY COUNTY BOARD OF COMMISSIONERS
2/14/12

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (2/7/12)

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, totaling \$2,160 for the season, funds budgeted in the Mosquito Control 2012 budget.

ERNIE KRYGIER, CHAIR
AND COMMITTEE

Mosquito Control-2012 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 _____

-14-

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 13, 2012

Re: Placement on Ways and Means Committee Agenda

BACKGROUND:

Control Material Bids with Midland and Tuscola Counties were jointly opened on January 11, 2012.

FINANCE:

The total cost of the control materials will not exceed the 2012 budget line item 753.00 (Chemicals).

RECOMMENDATION:

After analyzing the control material bids, I recommend that materials be awarded to the lowest qualified bidder. Enclosed please find the 2012 Insecticide bid summary. Thank you for your consideration.

Enclosure

cc: Tom Hickner
Mike Gray
Laura Ogar

-15-

BAY COUNTY BOARD OF COMMISSIONERS
2/14/12

RESOLUTION

- BY: WAYS AND MEANS COMMITTEE (2/7/12)
- WHEREAS, The Bay County Mosquito Control Director opened control material bids jointly with Midland and Tuscola Counties on 1/11/12; 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 2012 insecticide bid summary attached; and
- WHEREAS, The total cost of the control materials will not exceed the 2012 budgeted funds; Therefore, Be It
- RESOLVED By the Bay County Board of Commissioners that the control materials bid for Bay County Mosquito Control for 2012 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 - 2012-Bid Awards

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
2012 INSECTICIDE BID SUMMARY

24-Jan-12

Material	Amount			Vendor - Unit Price (pound, gallon, case)				Univar USA
	B	Bay		Adapco	All Pro Vector Group	Clarke	Univar USA	
	M	Midland						
	T	Tuscola						
A. Abate 5%PG	M	1,584 lb.		N.B.	N.B.	\$15.45	2	N.B.
B. Larvicide Oil		Brand		BVA -2				
	B	1,000 gal.		\$8.93	N.B.	N.B.		N.B.
	M	3,000 gal.		\$8.93	N.B.	N.B.		N.B.
C. Altosid Pellets	M	880 lb.		\$25.05	N.B.	\$25.05		\$25.05
D. Altosid XR	M	2 cases		\$666.60	N.B.	\$666.60	4	\$666.60
E. ULV Permethrin		Brand		Perm-X	Evolver 4-4	Biomist 4+4		Kontrol 4-4
	B	4,500 gal.		\$14.76	5	\$14.64		\$14.28
	M	4,500 gal.		\$14.76	5	\$14.64		\$14.28
F. BTI Liquid	M	4,070 gal.		\$26.99	5	N.B.		N.B.
	T	150 gal.		\$26.99	5	N.B.		N.B.
	B	16 cases		\$84.75		N.B.		\$63.00
H. VectoLex CG	T	1,200 lb.		\$6.20	1,5	\$6.95		N.B.
I. VectoLex WDG	T	48 lb.		N.B.	N.B.	\$57.05		N.B.
J. Natular XRT	B	45 cases		N.B.	N.B.	\$849.20	2	\$666.60
K. Natular 2EC	B	20 gal.		N.B.	N.B.	\$807.06	2	N.B.

notes:

- 1 Alternate Bid: Spheratax SPH (50G)
- 2 5% discount offered for Abate and Natular. purchase by February 29, delivery by March 30, 2012
- 3 Alternate Bid: Altosid XR
- 5 Bid of \$660.60 was typographical error

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5 Adapco offered supplemental bid for multiple year agreement for Permethrin, Aquabac XT & Spheratax SPH

	unit	2012	2013	2014
PermX UL 4-4	gal.	\$14.76	\$15.42	\$16.11
Pursuit 4-4 ULV	gal.	N.B.	\$15.42	\$16.11
Aquabac XT	gal.	\$26.99	\$28.20	\$29.47
Spheratax SPH (50 G)	lb.	\$6.20	\$6.45	\$6.71

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 18, 2012*

Re: *Placement on Way and Means Committee Agenda*

BACKGROUND:

Bay County Mosquito Control would like to purchase two new ½ ton pickup trucks, to replace older high mileage trucks.

FINANCIAL CONSIDERATIONS:

Truck purchase was not itemized in the 2012 budget however, money would be taken from the fund balance.

RECOMMENDATIONS:

I am recommending your approval for the bidding & purchase of two new trucks. In addition, please approve any required budget adjustments.

cc: *Tom Hickner
Mike Gray
Laura Ogar
Tim Quinn*

BAY COUNTY BOARD OF COMMISSIONERS

2/14/12

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (2/7/12)

WHEREAS, Bay County Mosquito Control wishes to purchase two new 1/2 ton pickup trucks to replace older, high mileage trucks; and

WHEREAS, While this truck purchase was not itemized in the 2012 budget, monies are available in the Mosquito Control fund balance; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners authorizes the bidding and purchase of two new 1/2 ton pickup trucks for Mosquito Control with monies to come from Mosquito Control fund balance; Be It Further

RESOLVED That budget adjustments related to this purchase approved.

ERNIE KRYGIER, CHAIR
AND COMMITTEE

Mosquito Control - Purchase of 2 1/2 Ton Pickup Trucks

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 GYPSY MOTH
SUPPRESSION PROGRAM**

515 Center Avenue, Suite 503
Bay City, Michigan 48708

ALICIA WALLACE, COORDINATOR
wallacea@baycounty.net

Phone 989-895-4195
Fax 989-895-4068
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

DATE: January 23, 2012

TO: Ernie Krygier, Chairman
Ways & Means Committee

FROM: Alicia Wallace, Gypsy Moth Program Coordinator

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 7, 2012:

Background:

In 2011, the Gypsy Moth Suppression Program began treating 2,566 ash trees to protect them from 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. The trees treated in 2011 will not need to be treated again until 2013. However, there are over 800 additional ash trees that still meet the criterion for treatment by our program and would benefit from the treatment. These are trees on publicly owned lands and their protection under this program would further reduce the environmental impacts of EAB and 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:

The Ash Tree Inventory on public lands in Bay County has been updated to determine the efficacy of the 2011 EAB Treatment Project and to locate and evaluate the condition and health of ash trees on each publicly held property in the county. The Inventory resulted in the determination that more than 800 of the nearly 3,700 ash trees located in developed areas of publicly owned lands throughout the County would benefit from treatment to control EAB in the spring of 2012. It is the intent of the Program to use a competitive bidding process in March to

select Qualified Bidders for treatment that must be conducted between May 1, 2012 and June 15, 2012 for optimum effect. Treatment will be done using the Arborjet treatment system with the product TREE-age since this is the treatment recommended by the state as the only product with proven multiple years efficacy.

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 \$175,000 has been included in the 2012 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 Ogar

BAY COUNTY BOARD OF COMMISSIONERS

2/14/12

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (2/7/12)

WHEREAS, In 2012, the Gypsy Moth Suppression Program began treating 2,566 ash trees to protect them from the Emerald Ash Borer (EAB), an invasive, non-native pest which was first confirmed as present in Bay County in August 2007; and

WHEREAS, The trees treated in 2011 will not need to be treated again until 2013, however, there are over 800 additional ash trees that still meet the criterion for treatment by the Gypsy Moth Suppression Program and which would benefit from treatment to control EAB in the spring of 2012; and

WHEREAS, These trees are on publicly owned lands and their protection under this program would further reduce the environmental impacts of EAB and mitigate the potential economic and safety risks associated with EAB damage; and

WHEREAS, "Publicly owned lands", for the purpose of the project, include those owned by a public entity and are areas actively maintained as parklands, cemeteries and includes urban street trees and the Bay County Golf Course but does not include woodlots or those properties that are not maintained for public access purposes; and

WHEREAS, A competitive bid process will be used in March to accomplish treatment between May 1, 2012 the June 15, 2012 and treatment will be done using the Arborjet treatment system with the product TREE-age since this is the treatment recommended by the State as the only product with proven multiple years efficacy; and

WHEREAS, No general fund dollars will be used for this treatment project; Therefore, Be It RESOLVED That the Bay County Board of Commissioners authorizes the Gypsy Moth Suppression Program to seek competitive bids for treatment to ash trees to control Emerald Ash Borer; Be It Further

RESOLVED That the Chairman of the Board is authorized to execute contract(s) with qualified application firms following legal review/approval; Be It Finally

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

ERNIE KRYGIER, CHAIR
AND COMMITTEE

Gypsy Moth - Treatment to Ash Trees - EAB

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				Klm Coonan				Donald J. Tilley			

VOTE TOTALS:

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

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



Thomas L. Hickner
Bay County Executive



BAY COUNTY
Health Department

Creating A Healthy Environment For The Community

Barbara MacGregor, RN, BSN
Health Director

Joel R. Strasz
Public Health Services Manager

1200 Washington Avenue
Bay City, Michigan 48708
(989) 895-4006
FAX (989) 895-4014
TDD (989) 895-4049

To: Ernie Krygier, Chairman
Ways and Means Committee

From: Joel R. Strasz
Public Health Services Manager

Date: February 1, 2012

RE: Correction of Environmental Health Fees

BACKGROUND: Pursuant to the current/recent adoption of fees by department, there is a need to correct and/or update applicable fees for Re-Inspections (Various Programs) and Serv-Safe Classes for Not For Profit agencies.

FINANCE AND ECONOMICS: The following are the proposed fees, based upon calculation of personnel and other associated costs needed to administrate ordinances and provide enforcement:

Serv Safe – Not For Profit - \$120.00 per individual

Re-Inspection Fee \$75.00 per occurrence as stated in the Division Enforcement Protocols

RECOMMENDATION: The Public Health Services Division recommends that the above stated fees be adopted and established.

CC: Thomas Hickner, County Executive
Mike Gray, Administrative Services
Tim Quinn, Finance
Barb MacGregor, Health Director
Kim Priessnitz, Finance
Marty Fitzhugh, Corporation Counsel

BAY COUNTY BOARD OF COMMISSIONERS

2/14/12

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (2/7/12)

WHEREAS, The Bay County Board of Commissioners, on December 13, 2011, adopted the 2012 Bay County budget which included a fee schedule for fees charged by the various county departments; and

WHEREAS, There is a need to correct and/or update applicable fees for Re-Inspections (various programs) and Serv-Safe Classes for Not for Profit agencies; Therefore, Be It

RESOLVED By the Bay County Board of Commissioners that the following revised 2012 fees for the Health Department Environmental Health Division are approved:

1. Serv Safe - Not for Profit - \$120 per individual
2. Re-inspection Fees - \$75 per occurrence as stated in the Division Enforcement Protocols

ERNIE KRYGIER, CHAIR
AND COMMITTEE

Health Dept - Env. Health Revised 2012 Fees

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 _____



Thomas L. Hickner
Bay County Executive



BAY COUNTY
Health Department
Creating A Healthy Environment For The Community

Barbara MacGregor, RN, BSN
Health Director

1200 Washington Avenue
Bay City, Michigan 48708
(989) 895-4003
FAX (989) 895-4014
TDD (989) 895-4049

To: Ernie Krygier, Chairman, Ways and Means Committee

From: Tracy Metcalfe, Community Health Educator/Analyst

Date: January 30, 2012

RE: Request Permission to Apply to the National Network of Public Health Institutes for Quality Improvement (QI) Funding.

BACKGROUND:

The Bay County Health Department is seeking to develop and fully integrate a Quality Improvement Program into its current activities. This project will coincide with the Community Health Assessment and Improvement (CHAI) project. The purpose of this grant is to assist Health Department staff in becoming proficient in the application of quality improvement practices within its programs. Establishing a culture of quality amongst the Health Department staff will allow the Health Department to continue to improve upon the services it provides, especially in the current atmosphere of limited resources. In addition to ensuring the Health Department's programs and services are performing at their best, implementing QI measures will help position the Health Department for National Public Health Accreditation through the Public Health Accreditation Board (PHAB).

FINANCE AND ECONOMICS:

There is no financial cost to the Health Department as all costs associated with the project are included in the grant.

RECOMMENDATION:

The Health Department recommends approval to apply for this grant. Upon favorable review by Corporation Counsel, any agreements relating to this grant are signed by the Board Chair and Board approval of any budget adjustments related to this grant.

CC: Barbara MacGregor, Health Director
Thomas Hickner, County Executive
Martha Fitzhugh, Corporation Counsel
Michael Gray, Administrative Services
Crystal Hebert, Finance
Tim Quinn, Personnel and Employee Relations

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BAY COUNTY BOARD OF COMMISSIONERS

2/14/12

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (2/7/12)
 WHEREAS, The Bay County Health Department is seeking to develop and fully integrate a Quality Improvement Program into its current activities and this project will coincide with the Community Health Assessment and Improvement (CHAI) project; and
 WHEREAS, The purpose of this grant is to assist Health Department staff in becoming proficient in the application of quality improvement practices within its programs allowing the Health Department staff to continue to improve upon the services it provides with limited resources; and
 WHEREAS, Implementing QI measures will help position the Health Department for National Public Health Accreditation through the Public Health Accreditation Board (PHAB); and
 WHEREAS, There is no local match requirement; Therefore, Be It
 RESOLVED That the Bay County Board of Commissioners authorizes submittal of the grant application to the National Network of Public Health Institutes for Quality Improvement (QI) funding; Be It Further
 RESOLVED That the Chairman of the Board is authorized to execute the grant documents (application, grant award, all related required documents) on behalf of Bay County following legal review/approval; Be It Further
 RESOLVED That the grant applicant/recipient departments are required to work with the Finance Department whose staff will provide financial oversight of said grant; Be It Finally
 RESOLVED That related budget adjustments, if required, are approved.

ERNIE KRYGIER, CHAIR
 AND COMMITTEE

Health Dept - Quality Improvement (QI) Funding

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. Beglck				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

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

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



Thomas L. Hickner
Bay County Executive

Tammy Roehrs
Director

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

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

To: Ernie Krygier, Chairman, Ways and Means Committee

From: Tammy Roehrs, Division on Aging Director

CC: Barbara MacGregor, Thomas Hickner, Michael Gray, Tim Quinn, Marty Fitzhugh, Crystal Hebert, and Kim Priessnitz

Date: February 1, 2011

RE: Request Permission to Apply Bay Area Community Foundation for Senior Project Fresh Coupon Grant Funding

BACKGROUND:

In the past, Division on Aging has assisted MSU Extension with ARRA Funding to purchase coupon booklets for Senior Project Fresh. ARRA funding is no longer available to help support the purchase of extra coupon booklets for the senior community to use at the local Farmers Market.

Currently, the Division on Aging wishes to undertake a collaborative effort with MSU Extension and the support from the Bay City Housing Commission to find other funding available, so we may continue to support this very important project of putting fresh fruits and vegetables in the hands of Bay County senior citizens.

To further supplement the associated costs of the project, the Division on Aging is seeking grant funds from the Bay Area Community Foundation.

FINANCE AND ECONOMICS:

There are no financial considerations, as all costs associated with this project are included in this grant application.

RECOMMENDATION:

Upon favorable review by Corporation Counsel, the Division on Aging recommends any agreements related to this grant project be approved and signed by the Board Chair, and seeks Board approval for any necessary budget adjustments relating to this grant project.

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BAY COUNTY BOARD OF COMMISSIONERS

2/14/12

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (2/7/12)

WHEREAS, In the past the Division on Aging has assisted MSU Extension with ARRA funding to purchase coupon booklets for Senior Project Fresh, however, ARRA funding is no longer available for this purpose; and

WHEREAS, The Division on Aging wishes to undertake a collaborative effort with MSU Extension and support from the Bay City Housing Commission to find other funding available to continue this important project that puts fresh fruits and vegetables in the hands of Bay County senior citizens; and

WHEREAS, To further supplement this project, the Division on Aging is seeking grant funds from the Bay Area Community Foundation with no financial considerations from Bay County; Therefore, Be It

RESOLVED By the Bay County Board of Commissioners that authorization is granted for the Division on Aging to pursue grant funding from the Bay Area Community Foundation for continuation of the Senior Project Fresh program and the Chairman of the Board is authorized to execute any and all documents required for the grant application and grant award, if successful, following legal review/approval; Be It Further

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

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

ERNIE KRYGIER, CHAIR
AND COMMITTEE

DOA - Senior Project Fresh Grant Funding

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 _____

-29-



**BAY COUNTY
PERSONNEL DEPARTMENT**

Tim Quinn, Director
quinn1@baycounty.net
(989) 895-4098 (T)
(989) 895-2076 (F)

Thomas L. Hickner
County Executive

Tiffany Jerry, Payroll/Benefits Super.
jerryt@baycounty.net
(989) 895-4032 (T)
(989) 895-4039 (F)

February 1, 2012

Danean Wright, Retirement Adm./Acct.
wrightd@baycounty.net
(989) 895-4043 (T)
(989) 895-4113 (F)

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

Penny Weiler, Payroll Clerk
weilerp@baycounty.net
(989) 895-4044 (T)
(989) 895-4039 (F)

**Re: Bay County Veterans Council
Veteran's Service Officer**

Dear Commissioner Krygier:

Please consider the following item for your February 2012 Ways and Means Agenda:

Request: In order to support Veterans of Bay County and to recognize the efforts of the Veteran's Service Officer, adjust budget for 2012 to provide to pay the appropriate person on a contract basis at \$10 an hour, up to 18 hours a week, up to \$9,360 for 2012. The recipient will be a contractor, not a County employee.

Background: In recent meetings, it was recognized that there were a number of ways in which Bay County could demonstrate its commitment to Veterans who have served their country faithfully and selflessly. It was also recognized that the veteran who had supported other veterans on a voluntary basis for many years should receive some reimbursement for his efforts.

Financial/Economics: Budget adjustment of \$9,360.

Recommendation: Forward to the Board of Commissioners Meeting for approval, subject to contract issuance and review by Corporation Counsel.

Sincerely,

Tim Quinn, Director
Personnel and Employee Relations

cc: **Tom Hickner**
515 Center Avenue, Bay City, MI 48708 • TDD (Hearing Impaired) (989) 895-4049
www.baycounty-mi.gov

BAY COUNTY BOARD OF COMMISSIONERS

2/14/12

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (2/7/12)

WHEREAS, The Bay County Board of Commissioners has long supported efforts to assist Bay County veterans; and

WHEREAS, In an effort to continue this support and demonstrate its commitment to Bay County veterans who have served their country faithfully and selflessly, it is recommended that funding be appropriated for a contractual arrangement with the Veterans Service Officer to allow payment of \$10.00 per hour for up to 18 hours per week totaling \$9,360 for 2012; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves a contractual arrangement with the Veterans Service Officer allowing for payment of \$10.00 per hour for up to 18 hours per week totaling \$9,360 for 2012; Be It Further

RESOLVED That an appropriation of \$9,360 from Fund Balance to cover this expense for 2012 is approved; Be It Further

RESOLVED That Corporation Counsel is authorized to draft the contract with the Veterans Service Officer and the Chairman of the Board is authorized to execute the contract on behalf of Bay County; Be It Finally

RESOLVED That required budget adjustments are approved.

ERNIE KRYGIER, CHAIR
AND COMMITTEE

Veterans Service Officer - Contractual Arrangement

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

Thomas L. Hickner
County Executive

Tiffany Jerry, Payroll/Benefits Super.
terryt@baycounty.net
(989) 895-4032 (T)
(989) 895-4039 (F)

January 30, 2012

Danean Wright, Retirement Adm./Acct.
wrightd@baycounty.net
(989) 895-4043 (T)
(989) 895-4113 (F)

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

Penny Weiler, Payroll Clerk
weilerp@baycounty.net
(989) 895-4044 (T)
(989) 895-4039 (F)

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, Professional Ethics (BUSN 210) & Business Law Foundations (LEGL 210)/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 \$1,601.25. Note: This is 50% of Ms. McKeon's requested amount.

Recommendation: Receive this item concerning a request for tuition reimbursement submitted by Jill McKeon, Account Clerk IV/Finance Department.

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

Sincerely,

Tim Quinn, Director
Personnel and Employee Relations

PRE-CLASS APPROVAL FORM: TUITION REIMBURSEMENT

Applicant's Name: Jill McKeeon Department: 19100 Bargaining Unit: U.S.W.A. 15151

School: DAVENPORT UNIVERSITY Program: BBA - ACCOUNTING

Are you on a degree program? YES NO

Course Number	Credit Hours	Tuition Per Hour	Fees	Books	Beginning Date	Ending Date	Class Title
1. 21580	3	\$ 271.00	\$ 145.00	\$ 104.00	1/09/12	1/28/12	PROFESSIONAL ETHICS
2. 21669	3	\$ 271.00	\$ —	\$ 127.50	1/09/12	1/28/12	BUSINESS LAW FOUNDATIONS
3. 21694	1	\$ 271.00	\$ —	\$ —	1/09/12	1/28/12	STATISTICS ON THE COMPUTER
TOTALS		\$ 542.00 + \$ 2834.00 = \$ 3376.00	\$ 145.00	\$ 231.50	\$ 32.00 + \$ 216.50 = \$ 248.50		↑ dropped

How is this class(es) job related? USE OF ACCOUNTING PRACTICES DAILY THROUGH GENERAL BILLING, JOURNAL ENTRIES.

CFO's and Deputies Course Number Approved: _____

Applicant's Signature: Jill McKeeon Date: 12/30/11

Sheriff's Signature: _____ Date: _____

Department Head's Signature: Crystal Schubert Date: 1/11/12

Human Resource Director's Signature: _____ Date: _____

or County Executive's Signature: Jane Jurek Date: 1-20-12

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

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

BUSN210 - Professional Ethics - 3 cr.

1. This course explores applied ethics, focusing on social and professional situations especially in the fields of business, law, and technology. Students learn ethical theory as they examine the complexities of ethical dilemmas. Students also compare and contrast ethical and moral systems. In addition, students apply creative and critical thinking to ethical dilemmas involving professional and social responsibility.

LEGL210 - Business Law Foundations - 3 cr.

1. This survey course covers the fundamental principles of business law, including the legal system, dispute resolution, government regulation torts, and crimes affecting business, contracts, sales, and agency. A digest of cases is used to encourage analytical thinking.

Co-requisite: ENGL110

RESOLUTION

NO. _____

BY: **WAYS AND MEANS COMMITTEE** **02/07/2012**

RESOLVED: By this Board of Commissioners of Bay County, Michigan, that the following Budget Adjustments are hereby approved on **02/14/2012** and, if required, the Chairman of the Board is hereby authorized to execute any documentation necessary for said Budget Adjustments on behalf of Bay County:

Journal Request Number	Fund Involved Department Involved	Favorable Impact	Unfavorable Impact	No Impact
2012-02-002	GENERAL FUND BOARD OF COMMISSIONERS INFORMATION SYSTEMS DIVISION Total GENERAL FUND		\$5,560	
	TO BUDGET FOR LICENSING COSTS FOR ADDITIONAL USERS FOR THE EMPLOYEE SELF SERVE UNDER THE MUNIS FINANCIAL SOFTWARE.			
2012-02-003	REGIST.OF DEEDS AUTOMATION FND REGISTER OF DEEDS Total REGIST.OF DEEDS AUTOMATION FND		\$50,000	
	BUDGET FOR REGISTRAR OF DEEDS RESTORATION OF BOOKS. FUNDING SOURCE REGISTRAR OF DEEDS AUTOMATION FUND.			
2012-02-004	GENERAL FUND BOARD OF COMMISSIONERS MARINE LAW ENFORCEMENT GRANT Total GENERAL FUND		\$1,000	
	TO BUDGET \$3,620 FOR SHERIFF DEPARTMENT MARINE PATROL BOAT REPAIR. INSURANCE WILL PAY FOR IT EXCEPT THE \$1,000. DEDUCTIBLE.			
2012-02-005	GENERAL FUND BOARD OF COMMISSIONERS M.S.U. EXTENSION Total GENERAL FUND	\$4,155		
	TO CORRECT MICHIGAN STATE UNIVERSITY EXTENSION BUDGET AS OF 01/01/12, CONTRACTUAL EXPENDITURES SHOULD BE \$51,831. NOT \$60,874. THIS \$9,043. REDUCTION WILL HELP OFF SET THE \$4,888. INCREASE NEEDED TO BUDGET FOR THE MSU 4H PROGRAM ASSISTANT TO 4H PROGRAM COORDINATOR. THE NET DIFFERENCE OF \$4,155. GOES BACK TO INCREASE GENERAL FUND BALANCE.			
2012-02-006	GENERAL FUND BOARD OF COMMISSIONERS PARKS/RECREATION MAINTENANCE Total GENERAL FUND		\$2,811	

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Journal Request Number	Fund Involved Department Involved	Favorable Impact	Unfavorable Impact	No Impact
	TO BUDGET FOR SEASONAL HELP AT \$8.00 AN HOUR NO BENEFITS TO HELP OUT PARKS & RECREATION ACTIVITY WORK ON PINCONNING PARK GRANT WORK.			
2012-02-007	GENERAL FUND CIRCUIT COURT JURY/JUDICIAL COUNCIL Total GENERAL FUND			X
	TO ADJUST DISTRICT COURTS' BUDGET SO ONE OF THE JUDGES CAN ATTEND A NATIONAL JUDICIAL COLLEGE COURSE.			
2012-02-008	SOLDIERS' RELIEF FUND VETERANS' BURIAL VETERANS COUNSELOR SERVICES VETERANS VAN PROGRAM SOLDIERS AND SAILORS RELIEF Total SOLDIERS' RELIEF FUND		\$4,900	
	TO BUDGET FOR THE FOLLOWING VETERANS PROGRAMS: TRAINING FOR BAY COUNTY VETERAN SERVICE OFFICERS, CELL PHONES AND HONOR GUARD UNIFORMS AND MILEAGE.			
2012-02-009	SOLDIERS' RELIEF FUND VETERANS COUNSELOR SERVICES SOLDIERS AND SAILORS RELIEF Total SOLDIERS' RELIEF FUND		\$9,360	
	TO INCREASE 2012 VETERANS COUNCIL BUDGET FOR A NEW CONTRACTUAL VETERANS' SERVICE OFFICER POSITION. THIS CONTRACTUAL POSTION WILL BE PAID AT\$10.00 PER HOUR, UP TO 18 HOURS A WEEK, ANNUAL MAXIMUM AMOUNT OF \$9,360, RETROACTIVE TO JANUARY 1, 2012. THIS INDIVIDUAL WILL BE A CONTRACTOR NOT A COUNTY EMPLOYEE. THIS BUDGET ADJUSTMENT IS SUBJECT TO CONTRACT ISSUANCE, REVIEW AND APPROVAL BY CORPORATION COUNSEL.			

Ernie Krygler, Chairman W. & M. and Committee

Budget Adjustment Detail

Journal Request Number **2012-02-002**

Ref: SELF

Desc: SELF SERV

Eff Date: 02/14/2012

Org / Object	Description	I/D	Amount
GENERAL FUND			
BOARD OF COMMISSIONERS			
10110100 40001	FUND BALANCE	I	5,560
INFORMATION SYSTEMS DIVISION			
10122800 96742	COMPUTER SOFTWARE EXPENSE	I	3,140
10122800 96742	COMPUTER SOFTWARE EXPENSE	I	2,420
Total GENERAL FUND		Favorable \$0	Unfavorable \$5,560

Explanation

TO BUDGET FOR LICENSING COSTS FOR ADDITIONAL USERS FOR THE EMPLOYEE SELF SERVE UNDER THE MUNIS FINANCIAL SOFTWARE.

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Budget Adjustment Detail

Journal Request Number **2012-02-003**

Ref: ROD

Desc: ROD

Eff Date: 02/14/2012

Org / Object	Description	I/D	Amount
REGIST.OF DEEDS AUTOMATION FND			
REGISTER OF DEEDS			
25626800 40001	FUND BALANCE	I	50,000
25626800 72800	PRINTING AND BINDING	I	50,000
			Favorable
Total REGIST.OF DEEDS AUTOMATION FND			\$0
			Unfavorable
			\$50,000

Explanation

BUDGET FOR REGISTRAR OF DEEDS RESTORATION OF BOOKS. FUNDING SOURCE REGISTRAR OF DEEDS AUTOMATION FUND.

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Budget Adjustment Detail

Journal Request Number **2012-02-004**

Ref: MARINE

Desc: MARINE

Eff Date: 02/14/2012

Org / Object	Description	I/D	Amount
GENERAL FUND			
BOARD OF COMMISSIONERS			
10110100 40001	FUND BALANCE	I	1,000
MARINE LAW ENFORCEMENT GRANT			
10133100 69600	INSURANCE RECOVERIES/PROCEEDS	I	2,620
10133100 93100	EQUIPMENT REPAIR & MAINTENANCE	I	3,620
			Favorable
			Unfavorable
Total GENERAL FUND			\$0
			\$1,000

Explanation

TO BUDGET \$3,620 FOR SHERIFF DEPARTMENT MARINE PATROL BOAT REPAIR. INSURANCE WILL PAY FOR IT EXCEPT THE \$1,000. DEDUCTIBLE.

Budget Adjustment Detail

Journal Request Number **2012-02-005**

Ref: MSU

Desc: MSU

Eff Date: 02/14/2012

Org / Object	Description	I/D	Amount
GENERAL FUND			
BOARD OF COMMISSIONERS			
10110100 40001	FUND BALANCE	D	4,155
M.S.U. EXTENSION			
10128300 70400	WAGES-CLERICAL-OTHER FULL TIME	I	4,121
10128300 71500	SOCIAL SECURITY	I	316
10128300 71800	RETIREMENT	I	330
10128300 72100	WORKERS' COMPENSATION	I	70
10128300 72200	SICK AND ACCIDENT INSURANCE	I	33
10128300 72500	UNEMPLOYMENT COMPENSATION	I	18
10128300 80200	CONTRACTUAL SERVICES	D	9,043
Total GENERAL FUND		Favorable	Unfavorable
		\$4,155	\$0

Explanation

TO CORRECT MICHIGAN STATE UNIVERSITY EXTENSION BUDGET AS OF 01/01/12, CONTRACTUAL EXPENDITURES SHOULD BE \$51,831. NOT \$60,874. THIS \$9,043. REDUCTION WILL HELP OFF SET THE \$4,888. INCREASE NEEDED TO BUDGET FOR THE MSU 4H PROGRAM ASSISTANT TO 4H PROGRAM COORDINATOR. THE NET DIFFERENCE OF \$4,155. GOES BACK TO INCREASE GENERAL FUND BALANCE.

Budget Adjustment Detail

Journal Request Number **2012-02-006**

Ref: SEASON

Desc: SEASONAL

Eff Date: 02/14/2012

Org / Object	Description	I/D	Amount
GENERAL FUND			
BOARD OF COMMISSIONERS			
10110100 40001	FUND BALANCE	I	2,811
PARKS/RECREATION MAINTENANCE			
10175112 70500	TEMPORARY HELP	I	2,560
10175112 71500	SOCIAL SECURITY	I	196
10175112 72100	WORKERS' COMPENSATION	I	44
10175112 72500	UNEMPLOYMENT COMPENSATION	I	11
			Favorable
			Unfavorable
Total GENERAL FUND			\$0
			\$2,811

Explanation

TO BUDGET FOR SEASONAL HELP AT \$8.00 AN HOUR NO BENEFITS TO HELP OUT PARKS & RECREATION ACTIVITY WORK ON PINCONNING PARK GRANT WORK.

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Budget Adjustment Detail

Journal Request Number **2012-02-007**

Ref: JUDICA

Desc: JUDICIAL

Eff Date: 02/14/2012

Org / Object	Description	I/D	Amount
GENERAL FUND			
CIRCUIT COURT			
10113100 86100	CONFERENCE FEES & EXPENSES	I	2,000
JURY/JUDICIAL COUNCIL			
10114700 86100	CONFERENCE FEES & EXPENSES	D	2,000
Total GENERAL FUND		Favorable \$0	Unfavorable \$0

Explanation

TO ADJUST DISTRICT COURTS' BUDGET SO ONE OF THE JUDGES CAN ATTEND A NATIONAL JUDICIAL COLLEGE COURSE.

Budget Adjustment Detail

Journal Request Number **2012-02-008**

Ref: VETRAN

Desc: VETRANS

Eff Date: 02/14/2012

Org / Object	Description	I/D	Amount
SOLDIERS' RELIEF FUND			
VETERANS' BURIAL			
29368100 74600	UNIFORM PURCHASES	I	3,500
29368100 86600	LOCAL TRAVEL MILEAGE	I	300
VETERANS COUNSELOR SERVICES			
29368400 96000	EDUCATION AND TRAINING	I	500
VETERANS VAN PROGRAM			
29368401 85201	CELLPHONE	I	600
SOLDIERS AND SAILORS RELIEF			
29368900 40001	FUND BALANCE	I	4,900
			Favorable
Total SOLDIERS' RELIEF FUND			\$0
			Unfavorable
			\$4,900

Explanation

TO BUDGET FOR THE FOLLOWING VETERANS PROGRAMS: TRAINING FOR BAY COUNTY VETERAN SERVICE OFFICERS, CELL PHONES AND HONOR GUARD UNIFORMS AND MILEAGE.

Budget Adjustment Detail

Journal Request Number **2012-02-009**

Ref: **SERVIC**

Desc: **SERVICE**

Eff Date: **02/14/2012**

Org / Object	Description	I/D	Amount
SOLDIERS' RELIEF FUND			
VETERANS COUNSELOR SERVICES			
29368400 80200	CONTRACTUAL SERVICES	I	9,360
SOLDIERS AND SAILORS RELIEF			
29368900 40001	FUND BALANCE	I	9,360
			Favorable Unfavorable
Total SOLDIERS' RELIEF FUND			\$0 \$9,360

Explanation

TO INCREASE 2012 VETERANS COUNCIL BUDGET FOR A NEW CONTRACTUAL VETERANS' SERVICE OFFICER POSITION. THIS CONTRACTUAL POSTION WILL BE PAID AT\$10.00 PER HOUR, UP TO 18 HOURS A WEEK, ANNUAL MAXIMUM AMOUNT OF \$9,360, RETROACTIVE TO JANUARY 1, 2012. THIS INDIVIDUAL WILL BE A CONTRACTOR NOT A COUNTY EMPLOYEE. THIS BUDGET ADJUSTMENT IS SUBJECT TO CONTRACT ISSUANCE, REVIEW AND APPROVAL BY CORPORATION COUNSEL.

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Analysis of General Fund Unreserved/Undesignated Fund Balance 2011

Description	Res. or Motion #	2011 Fund Balance
Unreserved/Undesignated Fund Balance or (Deficit) 12/31/2010		\$3,665,971
Reverse previous years reserved/designated Fund Balance *		\$341,773
Reverse previous years reserved/designated Fund Balance *		\$3,749
Reverse previous years reserved/designated Fund Balance *		\$85,091
Projected budgeted use of Fund Balance		(\$981,743)
Unreserved/Undesignated Fund Balance or (Deficit)		\$3,114,841
2011 Budgeted Surplus / (Deficit)		\$0

BUDGET ADJUSTMENTS POSTED IN JANUARY THROUGH DECEMBER 2011

To budget for rollover of 2010 PO's @12/31/10*	11-03-0149	(\$341,773)
Rollover buget for Animal Control truck box for new donated vehicle*	11-03-0149	(\$3,749)
Rollover Sheriff Dept P.O.'s for 3 Vehicles 10131500 & 1 under 10131600 *	11-01-0324	(\$85,091)
To budget for an Actuarial studies to be done in 2011	11-01-0036	(\$11,000)
To budget for Animal Control power washer system	11-01-0003	(3,375)
Correct 2011 for Sheriff,Rd &Townships Patrols retirement overbudgeted	11-02-0006	62,100
Budget for Spicer Group to develop the MNFTF Grant application	11-02-0100	(3,500)
Updating the wall memorial for missing Civic war Veterans names	11-02-0350	(750)
Friend of Court budget elimination of Support Warrant Officer grant for 2011	11-03-0002	(1,182)
Budget for removal of roof on bleachers and repair cement work @ Fairgrds	11-03-0785	(10,250)
Budget to correct 2011 operating transfers amt rolled over from 2010	11-04-0005	(19,020)
Cor.2011 budget to show Medicare Part D 35% fee of revenue expenses	11-04-0007	(18,428)
Reduce MSU contractual expenditures-eliminated vacant Secretary I.O FTE	11-04-0004	24,850
Budget for Temp.Help in Personnel activity to fill in when Dept's need help	11-05-0003	(25,000)
Reinstatement of Community Center parks & recreation summer program	11-06-0003	(16,655)
Budget for expansion of Community Center weight room	11-06-0004	(16,200)
Budget for steam heat exchange for Sheriff Department	11-08-0831	(15,265)
Budget for contractual temporary help for Finance Department	11-08-0009	(37,990)
Correct Secondary Road Patrol Grant amount was overstated	11-08-0005	(61,834)
Re-align 2011 Health Depart transfers in from General Fund	11-08-0006	600,000
To budget for contract for Equalization Director level IV	11-09-0064	(18,000)
Budget for boat motor for the Marine Patrol grant will pay 75%, G.F. 25%	11-09-0270	(3,400)
Budget for increase gasoline line item for Road patrol	11-09-0002	(23,864)
Budget under Building & Grounds activity for LED lighting	11-09-0004	(13,855)
Increase budget due to increase in state bid amt for Road Patrol vehicles	11-09-0005	(5,453)
Increase ISD budget for three servers and Sheriff Dept computers & software	11-09-0006	(165,204)
Budget for incrise in audit fee due to more federal grant program to audit	11-09-0009	(12,310)
Budget for training of new Payroll Supervisor	11-09-0010	(20,667)
Decrease General Fund 2011 transfer to Division on Aging	11-09-0007	24,552
Budget for the rolled over Munis training dollars into 2011	11-10-0007	(40,308)
Adjust the actual 2011 tax levy to the 2011 budget for real, personal taxes	11-11-0014	313,715
Board resolution #2011-101 approved reinstatement of boys & girls club	11-11-0448	(13,000)
To budget for steel garage door for Sheriff Department	11-11-0036	(7,000)
To budget for estimated software & hardware needs for Prosecutor Office	11-11-0018	(76,400)
To increase purchasing budget for postage	11-11-0017	(232)

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To increase retiree health insurance budget for 2011	11-11-0013	(72,547)
To roll over from 2010 \$11,894 balance from B&G vehicle budget	11-11-0011	(11,894)
To budget for Drain Office contribution of truck vaused at \$3,000.	12-11-0012	(3,000)
To budget for water main break at Community Center	12-12-0016	(6,262)
To budget for payroll department retirement pay out	12-12-0025	(24,534)
To upgrade Tyler Content Manager for Munis to Standard edition	12-12-0026	(25,500)

December 31, 2011

0
<u>(189,275)</u>

Estimated Unreserved, Undesignated Fund Balance or (Deficit) 12/31/2011

<u>-----</u>
\$2,925,566

THOMAS L. HICKNER
Bay County Executive

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



CRYSTAL A. HEBERT
Finance Officer
hebertc@baycounty.net
KIMBERLY A. PRIESSNITZ
Assistant Finance Officer
priessnitzk@baycounty.net

TO: Ernie Krygier, Chairperson
Ways & Means Committee

FROM: Crystal Hebert, *CH*
Finance Officer

RE: Executive Directive #2007-11

DATE: February 1, 2012

REQUEST:

Please place this memo on the February 7, 2012 agenda for your committee's information.

BACKGROUND:

On January 6, 2012, 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 2011 and/or 2012 appear to have no changes.

RECOMMENDATION:

To receive.

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